

Punctuating quoted speech

Punctuating speech is easy once you've got the hang of it. The activities below will help you remember the rules.

When punctuating quoted speech, we use:

- quotation marks around the spoken words
- a capital letter for the first word of the sentence
- present tense for the quoted speech but not for the tag, e.g. 'she asked'
- question marks, exclamation marks or a comma within the quotation mark.

Here's an example: 'Well that's silly,' said Hazel.

PART A

Put a tick or cross in the box to indicate if each of the sentences is punctuated correctly.

1. 'I'm plain and ordinary,' the cockroach said sadly.
2. Hazel stated proudly, I'm every colour of the rainbow.
3. Crow cried, 'No, I think it's my fault.'
4. It's no use! she has no colour at all, the toad shouted.

PART B

Punctuate the following sentences:

1. I love the colour green the frog said.
2. I whispered let he sleep.
3. How many colours would you like she asked.
4. Hazel's friend shouted Hazel where are you.
5. How long will she sleep asked the cockroach.
6. You are beautiful the crow exclaimed.

PART C

Imagine an accident, either real or imaginary, e.g. falling off a bike. Write a brief paragraph describing the accident. Include dialogue between two characters. Remember to use the correct punctuation.
