

Using Speech Punctuation

Only put “ ” around what the speaker actually says.

“I really enjoyed that,” said Liam, smiling happily.



Using Speech Punctuation

Always start speech with a capital letter, even if it begins in the middle of the sentence.

Emily sobbed, “Why did this happen?”



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Separate what was said from the reporting clause (who said it) using a comma, question mark or exclamation mark.

“That was interesting,” said Harriet.

“Stop!” shouted Betty.



Using Speech Punctuation

Put your inverted commas on the outside of any punctuation mark that you use.

“That was interesting,” said Harriet.



Using Speech Punctuation

Start a new paragraph if a new person starts to speak.

“Are you okay?” Tom said, looking concerned.

“My knee really hurts,” answered Ben.



Using Speech Punctuation

When the reporting clause comes before the speech, or you are not including a reporting clause (who said it) then you will need to use either a full stop, exclamation mark or question mark inside the final inverted commas.

The teacher yelled, “Well done!”

“I’m not saying anymore about it.”

