

Inverted Commas Rules



Suggested order of tasks:

Look through this presentation to revise how to use inverted commas/speech marks.

Task 1 – Complete the worksheet ‘Spot the missing speech marks’.
Answers attached.

Task 2 – Complete ‘Comic strip speech’ by rewriting the given speech as direct speech using speech marks and a reporting clause.

Optional bonus task – At the end of the presentation, you will meet a new famous friend. Practise converting what was said to direct speech (using speech marks) by writing up individual sentences or create your own interview.

How many synonyms can you think of for the word...

said

(A synonym is another word which has a similar meaning)

Bronze – 0-5 synonyms

Silver – 6-10 synonyms

Gold – 11+ synonyms

How many synonyms can you think of for the word...

said

chided snapped
shouted mumbled hissed
groaned whispered begged continued
cautioned demanded suggested comforted
pleaded wondered declared retorted
explained countered repeated ventured
gushed insisted yelled murmured
cried stammered spat agreed
blurted stuttered

Different Names

Inverted commas can also be called:

Speech marks

Quotation marks



Beginning and End

Keep your speech marks at the beginning and the end of the words being spoken.

“Lower please!” I said.



New Speaker, New Line

Start a new line whenever someone new speaks.

“How are you doing today?” asked Henry.
“I’m great!” said Ashton.



Capital Letters

Begin the direct speech with a capital letter.

“**W**hat an amazing day!” he announced.

Even if the speech starts in the middle of a sentence.

At the top of his lungs, he announced, “**W**hat an amazing day!”



Punctuation

Make sure your speech is correctly punctuated. This includes a piece of punctuation before closing the inverted commas.

“There are times, I feel that you are a little cold,”
I said.



“ ”

Reporting Clause

Include in your sentences information about who is speaking and even how they are speaking. This is called the reporting clause.

“There are times, I feel that you are a little cold,” I mentioned.

Avoid using **said** where possible. It does have its use, but doesn't tell you much about what is said.



Interrupting Reporting Clause

You can also interrupt the speech and give the reporting clause before continuing with what the person was saying.

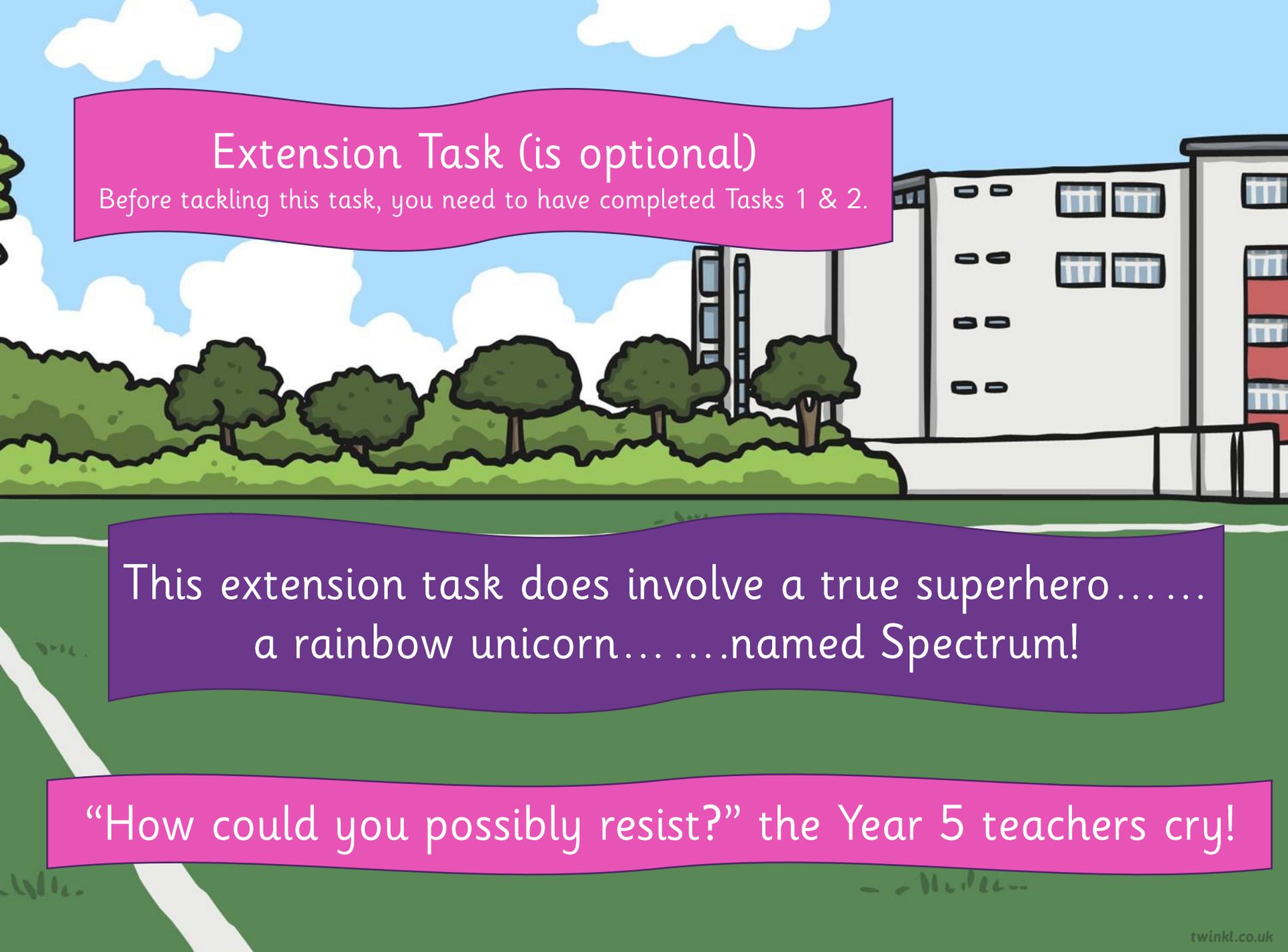
“There are times,” I mentioned, “I feel that you are a little cold.”

This takes careful punctuating!
Notice in the example the use of commas as they have not finished their complete thought.



Now have a go at Task 1 and 2.

Success Criteria:	Did I meet the Success Criteria?
Put “ ” around what words the speaker says.	
A new speech sentence starts with a capital letter (even if it is the middle of another sentence) unless an interrupting clause is used.	
Separate what was said from speaker with a comma unless there is already a ? or an !	
Start a new paragraph if a sentence has a new speaker saying something.	
Challenge: Try to avoid using said where possible; look for a more accurate synonym.	
Challenge: Can you use an interrupting reporting clause that comes in the middle of someone's speech?	



Extension Task (is optional)

Before tackling this task, you need to have completed Tasks 1 & 2.

This extension task does involve a true superhero.....
a rainbow unicorn.....named Spectrum!

“How could you possibly resist?” the Year 5 teachers cry!

Meet Spectrum, the rainbow unicorn superhero!

Last night, we managed to get a rare interview with this amazing creature. Write up what she said using direct speech and adding a reporting clause. You may wish to do this as individual sentences or on the computer to make it in to a news article.

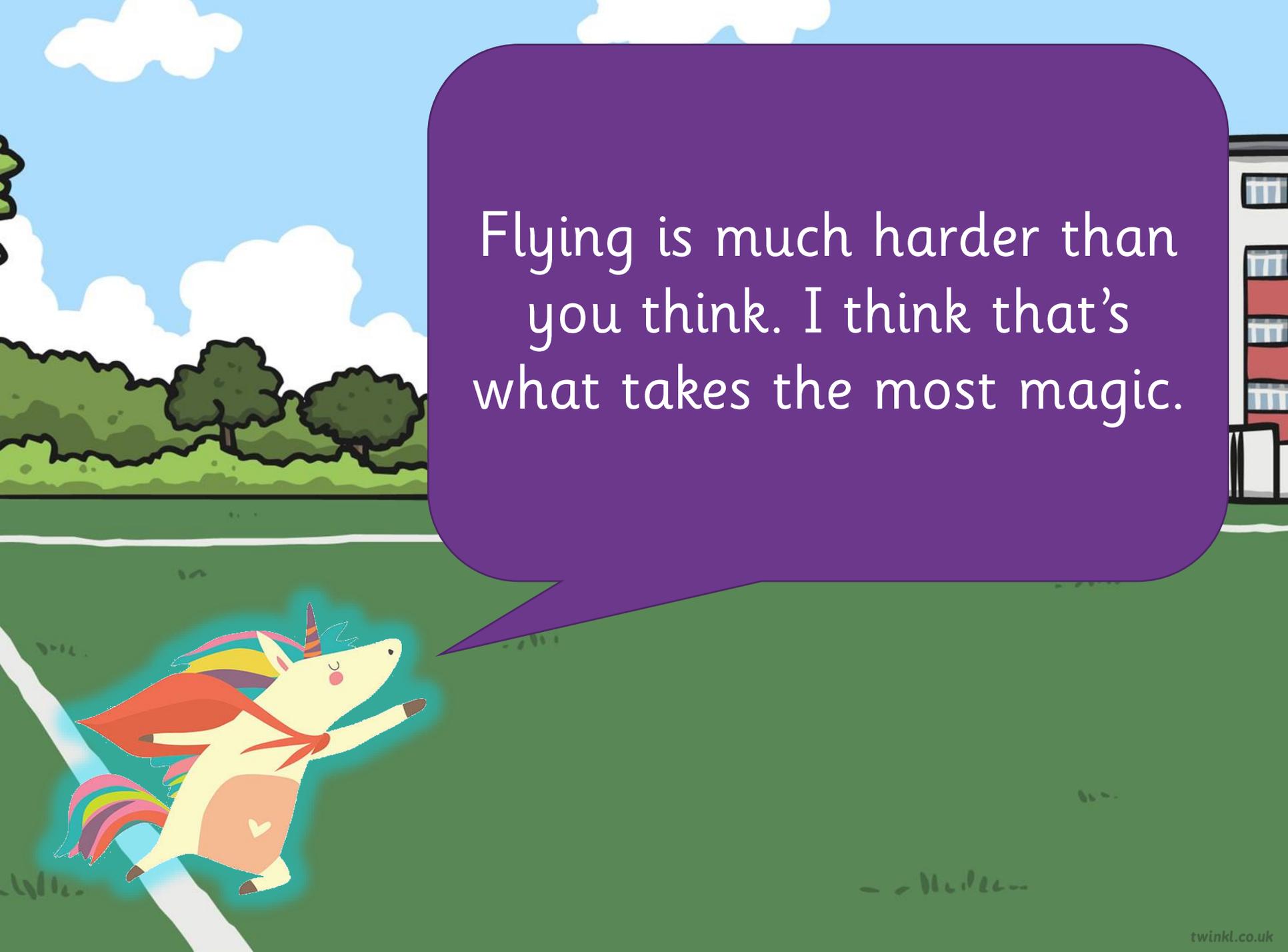


It takes about an hour,
maybe two, just to get my
hair sorted after a light
rainfall.

You might choose to write this part of the
interview using direct speech like this.....

“It takes about an hour, maybe two,” Spectrum explained,
“just to get my hair sorted after a light rainfall.”





Flying is much harder than you think. I think that's what takes the most magic.

Some days its tough to be
a rainbow unicorn.

Everyone expects you to be
happy all the time but we
have feelings like everyone
else!





I most enjoy walking through meadows of flowers; it often turns in to a lovely, tasty treat!