PUNCTUATION

WORKSHEET 2  Punctuating Quotations

**Exercise A**  Add capital letters, end marks, commas, and quotation marks where they are needed in the following sentences. If a sentence does not need any additional punctuation, write / for indirect quotation on the line provided.

**Examples**

1. Gary asked Leah why she was smiling.
2. Leah replied, "My favorite movie was just on television."

1. What was it asked Gary.
2. It was *Babe*, the movie about an orphaned pig replied Leah.
3. Oh, I love that film exclaimed Tammy.
4. Did you know there was a sequel asked Gary.
5. Tammy said I like the original movie best.
6. I like adventure films better than comedies stated Gary.
7. Leah asked Gary if he had a favorite movie.
8. I think *Raiders of the Lost Ark* with Harrison Ford is my favorite he replied.
9. Leah inquired did you see *Gone with the Wind* on television?
10. Tammy said that it was her favorite movie of all time.

**Exercise B**  Add capital letters, end marks, commas, and quotation marks where they are needed in the following sentences.

**Example** 1. "Listen, everyone," said the drama teacher. "The school play this year will be *The Skin of Our Teeth*.

1. Are you going to try out for the school play asked Dawn
2. I would love to be in it, but I'm afraid I would freeze on the stage said Imala
3. That is all the more reason for auditioning replied Dawn
4. Ernesto said you have to face your fears in order to conquer them
5. You would be perfect for the role of Sabina in *The Skin of Our Teeth* responded Dawn
6. Imala said that's the role I wanted
7. Ernesto, are you going to audition for the role of Mr. Anthrops inquired Dawn
8. I sure am exclaimed Ernesto
9. Wow, that's great because I'm trying out for the part of Mrs. Anthrops exclaimed Dawn
10. Then we may all be in the play together said Imala
**WORKSHEET 3** Punctuating Quotations and Dialogue

**EXERCISE A** In the following sentences, cross out any incorrect punctuation or lowercase letters and add any punctuation marks or capital letters that have been omitted.

Example 1. “Do we need to bring our own paddles,” Charlotte asked. “will life preservers be provided?”

1. About how long a trip will it be, asked Charlotte.
2. It’s about twelve miles, replied Paul, “we will have to prepare for an all-day trip.”
3. “We’ll need two adults to come with us, commented Sharon, since they will have to rent the canoes and provide supervision.”
4. Ms. Roth, the supervisor of the Backwoods Canoe Club, replied “I, of course, will be glad to come.” “Mr. Spenser, the mathematics teacher, canoed down that part of the river last year.”
5. Should we ask Mr. Spenser to come with us asked Annette?”
6. That sounds like a good idea, said Ms. Roth, “I’ll personally ask him to come.”
7. “We should make a map of the area, said Dennis. We could indicate where to expect white water.”
8. Charlotte added “we could also show points along the land bordering the river that would help us know where we are.
9. “We could arrange for a speaker to talk to the club about handling a canoe in white water suggested Ms. Roth.
10. My parents are excellent canoeists, said Dennis they would be glad to come to talk to us.”

**EXERCISE B** In the following sentences, cross out any incorrect punctuation and add any punctuation marks that have been omitted. Be sure to use a paragraph symbol (¶) whenever the speaker changes.

Example “Have you ever rented a canoe,”? said Paul. “No,” said Charlotte, “I never have.”

I propose that we take a canoe trip down the Delaware said Paul with enthusiasm. We could rent the canoes in Callicoon and paddle down to Bingham Falls. I think that’s a good idea said Charlotte but how do we get the canoes back to Callicoon. That’s easy said Paul. There is a series of posts along the river where we can leave the canoes. We rent them at one post and check them in at a post farther down the river. Should we schedule the trip for next week asked Bruce.

150 Language Handbook Worksheets