

QUOTATIONS 1

A quotation is the exact words of a source as they originally appeared. It has to be enclosed in quotation marks and integrated smoothly into your writing. No more than 10% of your text should contain quotations. The source must always be clearly and accurately acknowledged within the text or by footnotes according to the system required by your law school. The title of the original source e.g. book, report, judgment must also be written in your bibliography / references section at the end of your essay.

Quotations can come from:

secondary sources (such as journals) - quotations need to be unusual, and they are usually short.

primary sources (such as case reports or legislation) – you may need to quote important parts of a case such as the *obiter*. You should avoid quoting from statutes as much as possible.

Use a quotation

- *if it supports your point*
- *if it adds the weight of authority*
- *if it sums up a point well*
- *if it is unusual, and/or original*

Ask yourself: *Why am I including this quotation?*

❖ **Quoted material must not:**

repeat information
state a well-known fact
consist of ideas that you do not understand.

❖ **Quotations never stand alone. Any material that you use in a quotation must be supported. Ensure that you evaluate the idea presented in the quotation and comment on it.**