Frankenstein Group

SM Notes: GRS yellow

TOP TEN (in order...)

1. Commas & periods go INSIDE”
   Colons & semi-colons go OUT
   ! & ? ⇒ go either way

2. No u
   (don’t use the second person!)

3. Watch out for homonyms: homophones!

4. No abbrevs & don’t use contractions:

5. NUMBER RULES

6. Italics (name of long work)” ” (name of short work)

7. CONSISTENT VERB TENSE

8. Who vs. whom

9. Clichés are so cliché.

10. Subject must agree w/ verb

Qs 4 U!

- How do you format a title within a title?
- Neither the bananas nor the melon — ripe
Appositive: a particular type of nonessential
- a noun/pronoun placed beside another noun/ pronoun to identify or explain it

Phrase: a group of words without both a subject or a verb

Clause: group of words with a subject and a verb that functions as part of a sentence

Run-on sentence: 2+ sentences joined by a comma splice or no punctuation

1 dash = 2 hyphens

Use hyphen with 2+ words used as 1 word, with a compound modifier preceding a noun, or within certain numbers or prefixes

CAPITALIZE THE FIRST WORD IN EACH SENTENCE!

Capitalize the first word in a quotation if the quotation is a complete sentence

Avoid using contractions in formal writing

When listing 2+ cities and countries, where would you put commas?

True/False
- colons are used after phrases such as "for example" or "for instance"
Hamlet Group

SM: MSF yellow section

- Standard, black, 12 pt font
- 1" margin
- Typographical errors may be fixed with white out and black ink, but no more than 3-4 per final copy
- Topic outline: short phrases
- Sentence outline: must use full sentences
- Must have at least 2 subtopics per topic or use dash -
- Title of paper = title of outline
- Subtopics related to topic
- Begin each entry with a Capital
- 1/2" from top of page, header with last name and page number
Owen Group
SM: PDQ green sec. 1 Using Sources

1. Parenthetical documentation must be used for all paraphrasing!
2. 1st time you cite an author, use full credential
3. Integrate Quotes - Don't let them stand alone
4. If a title is mentioned a lot, you can shorten/abbreviate it.
5. If there is a ? or ! in the Quote, leave where it is. "____?
6. Never change any errors, just write [sic]
7. with the parenthetical doc, put author & page # with no comma (Olson 2).
8. Square brackets [...] go around any changes made in original text
9. For blocked quotes, indent entire section 1" from left, except keep quote all aligned
10. Quoting a Poem: write a / between lines
TFA Group

SM: PDQ green sec. 2

1. Basic PDQ → (Author's last-name pg #).
2. Anything in PDQ must match WC
3. If no author, use source's title.
4. If you use author in lead-in, don't need name in PDQ
5. 2 or 3 authors separated by commas
6. 4+ authors → 1st author et. al
7. Indirect sources = (qtd. in Source #)
8. In plays, use (Act. Scene. Lines 1-4)
9. Scripture = (Title of Bible, chapter book, verses)
10. For poetry use line numbers (line 49).
Heart of Darkness
SM: WC pink sec. 1-19

1. If info, such as publisher, then substitute with "np." If date, "n.d." If no city then "np".

2. If the title isn't capitalized in the source, doesn't matter!!! Capitalize it yourself.

3. Day month year (psst, no commas)

4. Shorten the publisher's name.
   "Harcourt Brace" -> "Harcourt"

5. Remember to put 3 facts of publication. City: publisher, year

6. Don't include titles or degrees (i.e. Ph.D.) include Jr. or Sr...

7. Subtitles are with ";"

8. Don't repeat "work cited" on top of each page


10. Don't use generators. Not worth it.

Questions

1. How many authors before you have to use "et al."

2. How do you cite editors?

3. How do you cite a book with a subtitle?

4. How do you cite government authors?

5. Can you cite the onion???

- Love, Owen.
1. Do not use URLs in citations for web sources unless the teacher requests them.
2. If you use a definition in your paper, you must put the word first in your citation.
3. Do not abbreviate May, June, or July.
4. Include volumes and issue numbers when citing scholarly journals.
5. Do not include articles (A, An, The) in titles in your citation.
6. Use genre specific reference books only.
7. Most entries for web sources follow the format for print sources.
8. Note missing information with abbreviation.
9. You must include page numbers for online sources.
10. Is the site web only? Or has it been previously published?
Q: Add punctuation to this:

women without her man is nothing.

• No internet sources ending in .com
• Paraphrases have the same requirements for parenthetical documentation as quotes
• Use two spaces after end marks
• Who vs. whom  he → who  him → whom
  • Subject adjective clause
  • Whom functions as an object
• DQ’s: lead in using a verb of saying
• Incorporate credentials of author into the paper itself
• Commas, which cut out the fat, go with which but never that!
• TV episode titles written in quotations
• If title isn’t capitalized on source don’t capitalize on works cited