

# Inverted Commas Rules



twinkl

twinkl

twinkl  
Quality Standard  
Approved



# 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.

“ ”

# 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 said*.

“ ”



