

Speech Punctuation

How to punctuate what someone says

1

Open speech marks before the words spoken: "

2

Close speech marks after the words spoken: "

3

Speech starts with a **CAPITAL letter**

4

End with a punctuation mark (, . ! ?) **BEFORE** closing speech marks

5

New speaker = new line

Worked Examples

"**I**m hungry," said Sam.

"**A**re you really?" asked Mum.

Tom replied, "**Y**es, very."

green = speech marks | **orange** = capital letters | **purple** = end punctuation