

Guide to Analyzing Quotes for Document Based Essays and Research Papers.

- 1) Read through the document, quote or material provided.
- 2) Look to see if the evidence relates to the **topic** of the paragraph.
- 3) Explain **how** and **why** the quotation or information/evidence is important.
- 4) Do not assume that your paraphrase of a quote automatically proves your point. Make the effort to **clarify** the significance of your quote to the thesis/topic of the paragraph.
- 5) Connect the quote to the **Topic** (topic sentence) of the paragraph and the **Thesis**. (ask yourself- Why is this quote or information relevant enough for me to use here?)
- 6) The final sentence of the paragraph summarizes what we have learned relevant to the thesis and pushes us forward to the next paragraph.

Note: In utilizing quotes to prove a point in your essay, you do not have to use the entire quote, as it may not all be relevant to your topic or thesis. You can just use the relevant portion or phrase.