UNIT 3 · GRAMMAR FOCUS 4

# What does the source say?

According to Source A… · It says the speed was “excessive”.

## Notice: Report it or quote it

There are two ways to use a source in your writing. Both use Source A from Lesson 8.

| REPORT IT: YOUR WORDS | QUOTE IT: THE SOURCE’S WORDS |
|---|---|
| **Source A says that** Titanic was going too fast. | **Source A says** the speed was **“excessive”**. |
| **According to Source A,** the lookout was not good enough. | **According to Source A,** Titanic was travelling at **“about 22 knots”**. |
| *use this to explain the main idea* | *use this for the key words: your best evidence* |

**SAYS OR SAID?**

The source **says** … (today)

Fleet **said** … (in 1912)

**PUNCTUATION**

A few words: **… was “excessive”.**

A whole sentence: **Fleet said, “We could have seen it a bit sooner.”**

*Key idea: quote only the words you need. Copy them exactly, inside “ ”.*

## Practice: Use the source’s words

Read the quotes from Lesson 8. Complete sentences 1–4 with the exact words. In 5, use your own words.

**FROM LESSON 8**

**A** **the inquiry report:** “about 22 knots” · “excessive” · “No directions were given to reduce speed.”
**C** **Fleet, the lookout:** “We could have seen it a bit sooner.”
**E** **the other ship:** “Say, old man, we are stopped and surrounded by ice.”

1 According to Source A, Titanic was travelling at “_____”.

2 Source A says that the speed was “_____” for the conditions.

3 Fleet said that they could have seen the iceberg “_____”.

4 Source E shows that the Californian was “_____”.

5 Report “No directions were given to reduce speed.” in your own words.

According to Source A, _____

**Fix it** Each sentence has one mistake. Write it again correctly.

**6** Source A says the speed was excessive.

_____

**7** Source E says the Californian was “stopped because of the ice”.

_____

**8** Fleet said “We could have seen it a bit sooner.”

_____

## Your turn: Report and quote Source G

Read Source G from Lesson 9. Write three sentences. Quote only the words you need.



J. Bruce Ismay, 1912. Public domain.

**SOURCE G: BRUCE ISMAY, HEAD OF THE COMPANY, 1912**

“The ship never had been at full speed.”

“She had not all her boilers on.”

*[Not all the boilers were working, so the ship did not have all its power.]*

**9** Report it: Source G says that _____

_____

_____

**10** Quote it: According to Source G, the ship _____

_____

_____

**11** Quote a whole sentence: Ismay said, _____

_____

_____

*Check: exact words · only the words you need · “ ” · says (the source) or said (the person).*