

## Organization

Details should be ordered logically and transitions must be present.

### Questions to ask yourself:

- Are my details in logical order?
- Are my verb tenses consistent?
- Did I use transitions?

---

---

---

---

---

---

---

---

## Verb Tense: Keep it consistent!

The nurse gave us a room. I had to lie on the bed in the room to rest my ankle. My mom and I watched TV for three hours. Then the doctor comes in and tells us I sprained my ankle. He puts a pad under running water and squeezes it out.

The nurse gave us a room. I had to lie on the bed in the room to rest my ankle. My mom and I watched TV for three hours. Then the doctor came in and told us I sprained my ankle. He put a pad under running water and squeezed it out.

---

---

---

---

---

---

---

---

## Identify the transitions

At the stadium, I always have a good time. After I take my seat, I listen to the crowd and enjoy the familiar smells of hot dogs and popcorn. As the players take to the field, I stand and cheer. When the game begins, I take out my binoculars because I don't want to miss a thing. By the fifth inning, I am starving and go grab a hot dog from a vendor. At the bottom of the ninth, I have usually lost my voice from all of the cheering I do. When the game is over, I feel sad even when the home team wins because I don't want a good day to end. At home, all I can think about is when I can go to the next game.

---

---

---

---

---

---

---

---

## DIALOGUE CHEAT SHEET

### Direct Quotes:

**Use quotation marks when you are repeating exactly what was said:**

Please turn in your short stories by Friday," Mrs. Jones said.

### Indirect Quotes:

**Don't use quotation marks if you are just talking about what someone said.**

Sarah said that she would be here by noon.  
He wondered whether Mr. Roberts would say yes.

### Direct Quotes:

**1. The comma or punctuation mark always goes WITHIN the quotes.**

"You need to study more," my teacher said.  
"Why can't you come tonight?" he asked.

**2. The dialogue tag, when following a quote, should begin in lower case.**

"Is the test on Monday?" he asked.  
"I don't want to go to the dentist!" she cried.

**3. If the information following the quote is not a dialogue tag, the dialogue should end with a period, and the information following should be punctuated as a complete sentence.**

"I have something to tell you." Sally pulled her friend away from the lunch table.  
"Your dog ate your homework?" Mr. Smith studied me with suspicion.

**4. If a dialogue tag interrupts a sentence of dialogue, the second portion of the dialogue should be in lower case.**

"I don't care," Jessie lied, "if I fail the test."  
"Sally," he said, "the movie starts at eight."

**5. If you want to insert a dialogue tag between two sentences, you would write:**

"I don't want meatloaf for dinner again," he complained. "I want pizza."  
"I can't go to the game on Saturday," Josh revealed. "I'm grounded this weekend."

**6. When writing dialogue, a new paragraph is created every time a new person speaks.**

- Jeremy asked, "Did you make the team?"
- "No," I admitted.
- "Me either," Jeremy said.
- "I don't care," I lied.
- "Me neither," Jeremy lied.