

Dashes

26f. Use a dash to indicate an abrupt break in thought or speech or an unfinished statement or question.

EXAMPLES I simply cannot understand—Gerald, are you listening to me?—why the O'Tooles refuse to trim those trees.
"How can I help you when I don't know—" the nurse broke off when she saw the anguish on the child's face.

26g. Use a dash to indicate *namely, that is, or in other words* or to otherwise introduce an explanation.

EXAMPLE Irene is perfect for the part—the subtle yet powerful energy she exudes will transform the entire production.

EXERCISE In the following sentences, insert carets (^) where dashes are appropriate.

Example 1. Can you guess why Rhode Island's most common nickname ^ though it is unofficial ^ is Little Rhody?

1. Ms. Tan, Amelia's mom, has decided to pursue a degree in a field she finds fascinating micro-biology.
2. Most voters I'm sure you'll agree with me want to be represented by someone to whom they can relate.
3. The work of a volcanologist that is, someone who studies volcanoes is anything but dull.
4. Tabitha had finally realized her mistake she had depended too heavily upon someone other than herself.
5. That artist obviously is enchanted by clouds cumulus clouds, to be exact.
6. "Why can't" Rubén began, then faltered.
7. Every time Monica goes with us well, maybe just *most* of the time we all end up arguing.
8. My grandma's neighbor the one on the nearest corner has three fig trees and two pear trees in his tiny yard.
9. Jean-Pierre's father he speaks at least four languages fluently does business consulting work around the world.
10. "Do you do you really expect me to believe that excuse?" Lauren's mother demanded.

Parentheses and Dashes

- 26e.** Use parentheses to enclose material that is added to a sentence but is not considered to be of major importance.
- 26f.** Use a dash to indicate an abrupt break in thought or speech or an unfinished statement or question.
- 26g.** Use a dash to indicate *namely, that is, or in other words* or to otherwise introduce an explanation.

EXERCISE In the following sentences, parentheses and dashes are missing. Insert parentheses where appropriate. Insert carets (^) to show where dashes are appropriate.

Example 1. Occasionally, people (including good friends) need to be corrected.

1. Yesterday, Kelley he's definitely one of a kind made the statement that women had no part in the early development of computer languages.
2. I found this hard to believe, considering according to my mother and aunts how many women work in the field of computer languages today.
3. My skepticism and curiosity they're both trademarks of mine prompted me to research the issue.
4. In no time, I'd learned about Grace Murray Hopper 1906–1992.
5. This American Navy officer and mathematician helped to develop COBOL a programming language for the UNIVAC, the first commercial electronic computer.
6. Several years earlier in 1952, she had devised the first compiler, which is a program that translates instructions in English to a computer language.
7. She retired from the Navy at the age of 80 when most people are putting their feet up only to begin serving as a senior consultant for a major computer manufacturer.
8. During her long lifetime 86 years! she frequently must have been amazed by technological advances.
9. The next day I supplied Kelley gently, of course with the information about Hopper.
10. I hope that in the future though I have my doubts he will check out the facts before he gives his opinion.

Ellipsis Points

26h. Use ellipsis points (. . .) to mark omissions from quoted materials and pauses in a written passage.

EXAMPLE “Peter Piper picked a peck of pickled peppers [H]ow many pecks of pickled peppers did Peter Piper pick?”

EXERCISE Read the paragraph below. Then, follow the instructions for the items after the paragraph.

[1] Archaeologists already knew that ancient ruins existed near the Italian city of Pisa (famous for its leaning tower). [2] Therefore, when construction began on a junction for the Italian state railway at Pisa, the archaeologists decided to do some excavating. [3] By fall of 1999, the archaeological team had turned up sixteen ships! [4] The ships dated from the third century B.C. to the sixth century A.D. [5] The shortest was 23 feet long, the longest nearly 100 feet. [6] In addition, the archaeologists unearthed cargoes of fruit and olives still in storage jars. [7] Probably the most emotional discovery was that of the skeletons of a man (possibly a sailor) and a dog near one of the cargo ships.

Example 1. Rewrite the first sentence, omitting the words (*famous for its leaning tower*).

Archaeologists already knew that ancient ruins existed near the Italian city of Pisa. . . .

1. Rewrite the first sentence, omitting the words *the Italian city of*.

2. Rewrite the second sentence, omitting *on a junction for the Italian state railway*.

3. Rewrite the third and fifth sentences, omitting the fourth sentence.

4. Rewrite the fifth and sixth sentences, omitting the words *In addition*.

5. Rewrite the seventh sentence, omitting the words (*possibly a sailor*).

Brackets

26i. Use brackets to enclose an explanation within quoted or parenthetical material.

EXAMPLES The audience was moved when the speaker said, “Without him [his brother], I wouldn’t be here today.” [The words are enclosed in brackets to show that they have been inserted into the quotation and are not the words of the speaker.]
The concept of supply and demand is crucial to one’s understanding of economics. (See Chapter 2 [especially Section 1].) [The words are enclosed in brackets because they are within parenthetical material.]

EXERCISE In the following sentences, insert brackets where they are needed.

Example 1. “This [Kahlil Gibran’s *The Prophet*] should be required reading for every person over fourteen years of age,” Mr. Brock-Jones was quoted as saying.

1. Lisette’s speech contained the following remark: “I accept this medal Comal College Student of the Year with the acknowledgment of the support of my family, friends, and teachers.”
2. The actor remarked, none too humbly, “When I deliver my character’s famous speech Act I Scene 3, the audience weeps.”
3. If you read the quotation from the Navy captain (see the article entitled “Life Down Under” page 4, column 5), you will have a better understanding of life on a submarine.
4. At one point in the interview, the singer responded, “When I’m home London, England, I occasionally give free concerts.”
5. As part of the preparation for your trip, you will find it immensely helpful to read about the local customs (the “When in Rome . . .” section of Chapter 2 pages 18–20).
6. The mayor-elect then commented, “It is imperative that we make this the proposed loop around the city a priority of this administration.”
7. The winner answered my question about the best type of racing bicycle with “There’s no doubt that mine a twenty-seven speed Italian bicycle is the best.”
8. To get to the Connelys’ farm, you go down Arrowhead Road (between Route 10 the turnoff is north of Evinston and Route 52).
9. “Do you happen to know the year that Tony Dorsett was awarded it the Heisman Trophy?” Luella asked.
10. Please turn to the statistics on world population (see page 46 Chart C) before continuing.