Key:

Red- Reported speech- a summary of what the person has said or described, without writing out their speech in full.

Green- Make sure you introduce who has said the quote- you could use… We spoke directly to… Our reporters interviewed…

Purple- With direct speech, the inverted commas go at the beginning and end of the speech. The speech is a direct quote from the person. Speech tells the reader what happens and the person’s emotions.

Orange- Direct speech starts with a capital letter and the punctuation ending the speech goes inside the inverted commas.

Pink- Fronted adverbials and relative clauses use to explain where the interviews took place- giving more detail to the reader.

**Example:**

At 15 Mann Street, Southwark, a couple explained that as they were sitting either side of their kitchen table, an explosion dislodged their chimney. It fell noiselessly, shattering the table but leaving the pair without a scratch. Daniel Johnson, who spent most of the night in an Anderson Shelter, told us “When I returned to my bedroom the windows were smashed and my bed was covered in large shards of glass.”