

## REPORTING VERBS

Academic writing requires you to use citations to refer to the original source when you have used someone else's ideas or concepts in your writing. One of the most common ways to incorporate these citations into your writing is to use reporting verbs to present the information. There is a wide variety of reporting verbs in the English language, see examples at

[https://www.ilc.cuhk.edu.hk/english/gepdf/Reporting%20verbs\\_guidelines.pdf](https://www.ilc.cuhk.edu.hk/english/gepdf/Reporting%20verbs_guidelines.pdf)

### Advanced ways to show your attitude

Reporting verbs are a way for you, the writer, to show your attitude towards the source of information you are citing. These attitudes are either **'positive'**, **'negative'** or **'neutral'**.

Do you agree with what the author has said? If so, use reporting verbs with a positive meaning to them. Here are some reporting verbs that tend to be positive:

acknowledges	affirms	analyses
applauds	argues	contends
explains	identifies	observes
persuades	proves	supports

Do you disagree with what the author has said? In this case, you can use a negative reporting verb to indicate this. Here are some reporting verbs used when there is a belief that the literature is incorrect.

accuses	alleges	apologises
asserts	comments	confuses
doubts	guesses	hopes
intimates	questions	speculates

Perhaps you don't feel positive or negative about the source you are citing. In this situation, you should use a neutral reporting verb. Here are some reporting verbs that tend to be neutral:

accepts	acknowledges	adds
agrees	assures	claims
concludes	confirms	describes
expresses	maintains	recognises
reports	says	thinks

Keep in mind that there are many more reporting verbs you can use to more fully express how you feel about the sources you are using in your essays and papers.