

# REPORTED SPEECH

With REPORTED SPEECH you generally inform someone else of what other people just said, ordered, suggested, offered, asked... This speech is often done in a **different place** and usually on a **different day** so you need to make some changes: **1. PRONOUNS / 2. VERB TENSES / 3. WORDS REFERRING TO A PARTICULAR TIME OR PLACE**

## TENSES CHANGES

FROM	TO
SIMPLE PRESENT	SIMPLE PAST
SIMPLE PAST	PAST PERFECT
PRESENT PERFECT	PAST PERFECT
PAST PERFECT	
WILL	WOULD
PRESENT CONTINUOUS	PAST CONTINUOUS
PAST CONTINUOUS	
PRESENT PERFECT CONTINUOUS	PAST PERFECT CONTINUOUS
CONTINUOUS	

## EXPRESIONS OF TIME CHANGES

THIS (AFTERNOON)	THAT (AFTERNOON)
TODAY/THIS DAY	THAT DAY
THESE (DAYS)	THOSE (DAYS)
NOW	THEN
A (YEAR) AGO	A (YEAR) BEFORE
LAST (WEEK)	THE (WEEK) BEFORE/ THE PREVIOUS (WEEK)
NEXT (WEEK)	THE FOLLOWING (WEEK)
TOMORROW	THE NEXT/FOLLOWING DAY

## REPORTING VERBS

### 1. FOR STATEMENTS

... SAID TO SB THAT...  
 TOLD SB THAT.../TO + INF  
 BOASTED TO  
 ASSURED SB THAT...  
 REMARKED THAT...  
 MENTIONED THAT...  
 COMMENTED THAT...  
 ADMITTED THAT...  
 DENIED THAT.../ GERUND  
 APOLOGIZE FOR + GERUND  
 PROMISED TO + INF

### 2. FOR QUESTIONS

... ASKED SB IF / WH-  
 ENQUIRED  
 WONDERED  
 WANTED TO KNOW  
 WAS CURIOUS TO KNOW

### 3. FOR COMMANDS

... ORDERED SB TO + INF  
 ASK SB TO + INF  
 TOLD SB TO + INF  
 REQUESTED  
 BEGGED SB TO + INF  
 ORDERED SB TO + INF  
 SHOUTED TO SB + INF  
 SCREAMED AT SB

### 4. FOR OFFERS AND SUGGESTIONS

... OFFERED SB TO + INF  
 SUGGESTED + THAT ...  
 /GERUND

## SENTENCES CHANGES

### REPORTED STATEMENTS

REPORTING VERB+ (OBJ)+ (THAT)+  
 SENTENCE WITH THE NECESSARY CHANGES

"I won't go to the park tomorrow", he said to me  
 He said to me (that) he wouldn't go to the park the next day

### REPORTED SUGGESTIONS

REPORTING VERB+ THAT+ FINITE VERB  
 + SHOULD + INFINITIVE  
 + GERUND

"Why don't we go to the park" he suggested  
 He suggested that we go to the park we should go to the park going to the park

### REPORTED QUESTIONS

#### 1. YES/NO QUESTIONS

REPORTING VERB+ (OBJ)+ IF/WHETHER +SENTENCE (not in the interrogative form)

#### 2. WH- QUESTIONS

REPORTING VERB+(OBJ)+WH-+ SENTENCE (not in the interrogative form)

- "Are you hungry?" She asked  
 She asked me if I was hungry
- "How old are you?" He wanted to know  
 He wanted to know how old I was

### REPORTED COMMANDS

REPORTING VERB+ (OBJ)+TO (NOT TO)+  
 INFINITIVE

- "Sit down!", the teacher told me  
 The teacher told me to sit down
- "Don't speak so fast", He begged me  
 He begged me not to speak so fast

**IMPERSONAL REPORTS** We can report what people generally say or think using **PASSIVE REPORT VERBS**. There are two structures:

1) IT+ BE+ PAST PARTICIPLE+ THAT CLAUSE

2) SUBJECT+ BE+ PAST PARTICIPLE +TO+ INFINITIVE

"People say he is a thief"

- It is said /known/ that he is a thief
- He is said/know/ believed to be a thief

## PRACTICE. TRANSFORM THE FOLLOWING SENTENCES IN REPORTED SPEECH

### STATEMENTS

- "I don't know what she is doing". He said.  
 \_\_\_\_\_
- "I can't speak as many languages as you do" She confessed  
 \_\_\_\_\_
- "I met her in London last year". He said.  
 \_\_\_\_\_
- "I have already finished the book you lent me". My friend told me  
 \_\_\_\_\_
- "If you do that again I'll be angry." My mother said  
 \_\_\_\_\_
- "I can't believe what you're saying," Paul told me  
 \_\_\_\_\_
- "I'll show you when I finish," he said.  
 \_\_\_\_\_
- "You must finish the report today," my boss told me  
 \_\_\_\_\_

### QUESTIONS

- "Are you leaving tomorrow?". He asked her  
 \_\_\_\_\_
- "Can you help me with my homework?" My brother asked me  
 \_\_\_\_\_
- "Is he coming next Tuesday?" He asked me  
 \_\_\_\_\_
- "When did my mother phone?" My flat mate asked  
 \_\_\_\_\_
- "Where have you been lately?" Ann wanted to know  
 \_\_\_\_\_
- "Did you pass the exam?" I asked Joe.  
 \_\_\_\_\_
- "Would you like a cup of tea?" she asked them  
 \_\_\_\_\_
- "What time did you arrive in London?" he asked.  
 \_\_\_\_\_

### COMMANDS/ SUGGESTIONS/OFFERS

- "Wait outside. I'll tell you when to come in". He told the boys  
 \_\_\_\_\_
- "We could go to see a film tonight". She suggested  
 \_\_\_\_\_
- "Don't leave the vase on the table". She told us  
 \_\_\_\_\_
- Shall I make you a cup of coffee? She offered  
 \_\_\_\_\_
- "Let's have dinner at home instead of going out" Ann suggested  
 \_\_\_\_\_
- "How about rating a canoe?" he said.  
 \_\_\_\_\_
- "Let's go for a swim!" he said.  
 \_\_\_\_\_
- "Don't talk to her like that", she said to me  
 \_\_\_\_\_

**MIXED EXERCISE. NOTE WHETHER THE SENTENCE IS A REQUEST, A STATEMENT OR A QUESTION.**

1. "I like this picture." He said \_\_\_\_\_
2. "Where have you parked your car?" She asked me \_\_\_\_\_
3. "I don't feel like going out tonight," She said \_\_\_\_\_
4. "Say hello to Paul," They asked me \_\_\_\_\_
5. "Don't play near the lake, boys," She said \_\_\_\_\_
6. "Where have you been all night?" She asked him \_\_\_\_\_
7. "I am quite good at drawing," He said \_\_\_\_\_
8. "Has she met Ian?" → He wanted to know \_\_\_\_\_
9. "I was so tired that I couldn't sleep" She said \_\_\_\_\_
10. "Be careful with the matches, Ann," She told Ann \_\_\_\_\_
11. "I will get some food, I'm starving" She said \_\_\_\_\_
12. "Why haven't you phoned me?" He wondered \_\_\_\_\_
13. "I cannot drive them home," He said \_\_\_\_\_
14. "Peter, do you prefer tea or coffee?" She asked Peter \_\_\_\_\_
15. "Where did you spend your holidays last year?" She asked \_\_\_\_\_
16. "Don't go too far." He advised her \_\_\_\_\_
17. "We're meeting John next weekend," she said to me. \_\_\_\_\_
18. 'Don't get home late tonight, Jimmy.' Jimmy's mother asked him \_\_\_\_\_

**WRITE IN THE MOST SUITABLE VERB IN THE CORRECT FORM**

**ADMIT - ADVISE - ANNOUNCE - ASSURE - CLAIM - COMPLAIN - CONFIRM - CONVINCED - DECLARE - EXPLAIN - INFORM - INSIST - MENTION - PERSUADE - REASSURE - SUGGEST**

- 1- "Stop worrying so much," he \_\_\_\_\_ her. "Everything will be ok."
- 2- A: Why are you home so late? B: My boss \_\_\_\_\_ that I stay until I'd finished the report she needs for tomorrow. A: Well, you can't \_\_\_\_\_. You knew that you would have to work hard if you took this job.
- 3- The American and British governments \_\_\_\_\_ a lot of people that Iraq was developing weapons of mass destruction (nuclear bombs) so they invaded the country. They were wrong.
- 4- The student \_\_\_\_\_ her teacher that she would be late the next day.
- 5- He called his wife to tell her that he had been involved in a car accident, \_\_\_\_\_ her that he wasn't badly hurt.
- 6- She \_\_\_\_\_ her students to stop messing around and wasting time as they only had a few more months to improve their English (!)
- 7 - A: Where are you off to? B: I'm going round to Bill's place. A: I thought you were going to stay home tonight? B: Well, I was but he \_\_\_\_\_ me to go and see him.
- 8 - He \_\_\_\_\_ that he hadn't been telling the truth.
- 9 - A: Who are you talking to? B: I'm \_\_\_\_\_ our reservation for tonight.
- 10 - A: Did she tell you that she's getting divorced? B: She \_\_\_\_\_ it when we were talking about Ann's wedding. I was so surprised.
- 11 - During the convention he \_\_\_\_\_ that he was retiring next year, after 25 years service. He \_\_\_\_\_ that he would be very sad to leave the company and \_\_\_\_\_ that he had been having health problems recently.
- 12 - He \_\_\_\_\_ that it was an accident and he never meant to break it but I'm not so sure.

**REWRITE EACH SENTENCE AS INDIRECT SPEECH, BEGINNING AS SHOWN.**

1. 'You can't park here.' The police officer told Jack \_\_\_\_\_
2. 'I'll see you in the morning, Helen.' Peter told Helen \_\_\_\_\_
3. 'I'm taking the 5:30 train tomorrow evening.' Janet said \_\_\_\_\_
4. 'The trousers have to be ready this afternoon.' Paul told the dry-cleaners \_\_\_\_\_
5. 'I left my umbrella here two days ago.' Susan told them \_\_\_\_\_
6. 'The parcel ought to be here by the end of next week.' Brian said \_\_\_\_\_
7. 'I like this hotel very much.' Diana told me \_\_\_\_\_
8. 'I think it's going to rain tonight.' William said \_\_\_\_\_
9. 'What time does the film start, Peter?' I asked \_\_\_\_\_
10. 'Do you watch television every evening, Chris?' The interviewer asked \_\_\_\_\_
11. 'Why did you apply for this job?' asked the sales manager?. The sales manager asked me \_\_\_\_\_
12. 'Are you taking much money with you to France?' My bank manager wanted to know \_\_\_\_\_
13. 'How does the photocopier work?' I asked the salesman \_\_\_\_\_
14. 'Have you ever been to Japan, Paul?' Sue asked Paul \_\_\_\_\_
15. 'Sue, can you remember to buy some bread?' Paul reminded Sue \_\_\_\_\_

**REWRITE THE FOLLOWING SENTENCES IN REPORTED SPEECH USING ONE OF THE FOLLOWING REPORTING VERBS**

ACCUSE	AGREE	DECIDE	OFFER
APOLOGIZE	ADMIT	INSIST	REMIN
DOUBT	DENY	REFUSE	WARN
PROMISE	CONFESS	SUGGEST	ADVISE /THREATEN

- a) 'No, it's not true, I didn't steal the money!' said Jean. \_\_\_\_\_
- c) 'Why don't we go to the cinema this evening?' said Peter. \_\_\_\_\_
- d) 'Yes, of course. I'll give you a lift, Helen" said Liz. \_\_\_\_\_
- e) 'I've broken your pen. I'm awfully sorry, Jack.' said David. \_\_\_\_\_
- f) 'Don't forget to post my letter, will you, Sue?' said Diana. \_\_\_\_\_
- g) 'Let me carry your suitcase, John.' Harry said. \_\_\_\_\_
- h) 'All right, it's true, I was nervous.' The actor said \_\_\_\_\_
- i) 'I don't think Liverpool will win.' Vanessa said. \_\_\_\_\_
- j) 'If I were you, Bill, I'd buy a mountain bike.' Stephen said. \_\_\_\_\_
- k) 'Don't worry, Martin, I'll bring your book back', said Leslie. \_\_\_\_\_
- l) 'You murdered Lord Digby, didn't you, Colin!' said the inspector \_\_\_\_\_
- m) 'No, no, you really must have another drink!' Dick said \_\_\_\_\_
- n) 'It was me who stole the money,' said Jim. \_\_\_\_\_
- o) 'Right, I'll take the brown pair.' said Andrew. \_\_\_\_\_
- p) 'No, sorry, I don't want to lend you my camera.' said Alex. \_\_\_\_\_
- q) 'Don't play near the road, Jimmy.' Said Jimmy's mother \_\_\_\_\_
- r) Get off the grass immediately!' he said to the kids. \_\_\_\_\_
- s) I really think you should see a doctor, Chris.' said William \_\_\_\_\_
- t) 'No, I'm sorry, I won't work on Saturday. Definitely not!' said Catherine \_\_\_\_\_
- u) 'Let's go out to the pub for lunch, shall we?'" said Wendy \_\_\_\_\_