

Reporting Verbs

When using reported speech, most students learn to use "say" and "tell". **Examples:**

John told me he was going to stay late at work. // Peter said he wanted to visit his parents that weekend.

These forms are perfectly correct for reporting what others have said. However, there are a number of other reporting verbs which can more accurately describe what someone has said. These verbs take a variety of structures. The following list gives you reporting verbs in various categories based on sentence structure. Notice that a number of verbs can take more than one form.

verb + object + TO + infinitive	verb + TO + infinitive	Verb + (that) + subject ...	verb + gerund	verb + object + preposition + gerund	verb + preposition + gerund
Tell (decir) Advise (aconsejar) Ask (pedir) Encourage (animar) Invite (invitar) Order (ordenar/mandar) Persuade (convencer) Remind (recordar) Warn (advertir)	Agree (acceder) Decide (decider) Offer (ofrecer) Promise (prometer) Refuse (rechazar) Threaten (amenazar)	Say (decir) Add (añadir) Admit (admitir) Agree * (acceder) Decide * (decider) Declare (manifestar) Deny * (de-negar) Explain (explicar) Insist * (insistir) Promise * (prometer) Recommend * (recomendar) Reply (responder) Reveal (desvelar) Suggest * (sugerir)	Deny (de-negar) Recommend * (recomendar) Suggest * (sugerir)	Accuse (of) (acusar) Blame (culpar) Congratulate (on) (felicitar)	Apologize (for) (disculpar) Insist (on) (insistir)
Examples:	Examples:	Examples:	Examples:	Examples:	Examples:
- Tom advised me to go home early.	- They agreed to meet on Friday.	- Tom admitted (that) he had tried to leave early.	- He denied having anything to do with her.	- They accused the boys of cheating on the exam.	- He apologized for being late.
- Jack encouraged me to look for a new job	- She offered to give him a lift to work.	- She agreed (that) we needed to reconsider our plans.	- They recommended taking the bus.	- He accused me of taking the money.	- They apologized for not coming .
- They invited all their friends to attend the presentation.	- My brother refused to take no for an answer.	- Sarah decided (that) the house needed cleaning.	- Ken suggested studying early in the morning.	- She blamed her husband for missing the train.	- She insisted on doing the washing up.
- She reminded me to telephone my mother.		- They recommended (that) we take the bus.		- They congratulated me on passing all my exams.	- He insisted on having dinner.