



# REPORTED SPEECH 2

# CHANGE THE TENSE

| TENSE CHANGES IN REPORTED SPEECH                                        |                                                                                      |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Direct Speech                                                           | Reported Speech                                                                      |
| <b>Present Simple</b><br>She always wears a coat.                       | <b>Past Simple</b><br>He said (that) she always wore a coat.                         |
| <b>Present Continuous</b><br>I'm looking for my keys.                   | <b>Past Continuous</b><br>She said (that) she was looking for her keys.              |
| <b>Present Perfect</b><br>She has written three letters for her friend. | <b>Past Perfect</b><br>He said (that) she had written three letters for her friend.  |
| <b>Past Simple</b><br>My friend gave me a bar of chocolate.             | <b>Past Perfect</b><br>He said (that) his friend had given him a bar of chocolate.   |
| <b>WILL</b><br>I will finish my report in two days.                     | <b>WOULD</b><br>He said (that) he would finish his report in two days.               |
| <b>CAN</b><br>I can speak English.                                      | <b>COULD</b><br>She said (that) she could speak English.                             |
| <b>MAY</b><br>I may invite them to dinner.                              | <b>MIGHT</b><br>She said (that) she might invite them to the dinner.                 |
| <b>MUST</b><br>I must go to the bank and get some money.                | <b>HAD TO</b><br>She said (that) she had to go to the bank and get some money.       |
| <b>HAVE TO</b><br>I have to submit this assignment by 3 pm tomorrow.    | <b>HAD TO</b><br>She said (that) she had to submit this assignment by 3 pm tomorrow. |
| Learn English Language<br>LEL                                           |                                                                                      |
| TESL.COM                                                                |                                                                                      |

# CHANGE TIME AND PLACE (AND PRONOUNS)

## TIME AND PLACE IN REPORTED SPEECH

| DIRECT SPEECH | REPORTED SPEECH                                         | DIRECT SPEECH                                       | REPORTED SPEECH                                                          |
|---------------|---------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------------------------|
| Now           | Then                                                    | "The children are playing outside <b>now</b> ."     | He said that the children were playing outside <b>then</b> .             |
| Today         | That day                                                | "I've got a piano lesson <b>today</b> ."            | She said that she had got a piano lesson <b>that day</b> .               |
| Here          | There                                                   | "Put the box <b>here</b> ."                         | He told us to put the box <b>there</b> .                                 |
| This          | That                                                    | "I shall be very busy <b>this</b> week."            | She said she would be very busy <b>that</b> week.                        |
| Tomorrow      | The following day/<br>the next day/ the<br>day after    | "I will leave for New York <b>tomorrow</b> ."       | She said that she would leave for New York <b>the next day</b> .         |
| Next week     | The following week/<br>the next week/ the<br>week after | "I have an appointment <b>next</b> week."           | She said that she had an appointment <b>the following week</b> .         |
| Yesterday     | The previous day/<br>The day before                     | "Our English teacher quizzed us <b>yesterday</b> ." | They said their English teacher had quizzed them <b>the day before</b> . |
| Last week     | The previous<br>week/ The week<br>before                | "We had an awful earthquake <b>last week</b> ."     | They told us they had had an awful earthquake <b>the previous week</b> . |
| Ago           | Previously/<br>Before                                   | "The letter came a few days <b>ago</b> ."           | He said the letter had come a few days <b>before</b> .                   |
| Tonight       | That night                                              | "I'm going for a beer with Karl <b>tonight</b> ."   | He said that he was going for a beer with Karl <b>that night</b> .       |

# QUESTIONS

## Reported speech: Yes/no-questions

introductory verb in the past

### Direct speech

I: "Are you ok?"

P + S + rest

II: "Do you go home?"

Aux + S + P + rest

### Reported speech

He asked if/whether she was ok."

i/w + S + P + rest

He asked if/whether she went home.

i/w + S + P + rest

# QUESTIONS AND IMPERATIVES

## REPORTED SPEECH QUESTIONS AND IMPERATIVES

test-english.com

### QUESTIONS

'When did they arrive?'

WH- WORD  
+ AUXILIARY  
VERB

WH- WORD  
+ SUBJECT  
+ VERB

He asked me **when they had**  
arrived.

'Did they call?'

YES/NO  
QUESTION

'IF/WHETHER'  
+ SUBJECT  
+ VERB

He asked me **if/whether**  
**they had** called.

test-english.com

### IMPERATIVES

'Give me the money.'

POSITIVE  
IMPERATIVE

ASKED/TOLD  
ME + TO-  
INFINITIVE

He **told me to give** him the  
money.

'Don't answer the door.'

NEGATIVE  
IMPERATIVE

ASKED/TOLD  
ME + NOT TO  
+ INFINITIVE

He **asked me not to answer**  
the door.

test-english.com

# OTHER REPORTING VERBS

## C REPORTING VERBS & STRUCTURES

Match the groups of verbs A and B with 1-3. Then write the negative forms of the sentences.

A: asked   ordered   reminded   told   warned   advised  
B: recommended   suggested

'Go home!'



(1) Paula ... us to go home.

A ▼

'You should go home,'



(2) Paula ... that we go home.

B ▼

OR

(3) Paula ... going home.

B ▼

Negative forms:

**1** Paula (verb) us not to go home .

**2** Paula (verb) that we shouldn't go home .

**3** Paula (verb) not going home .