

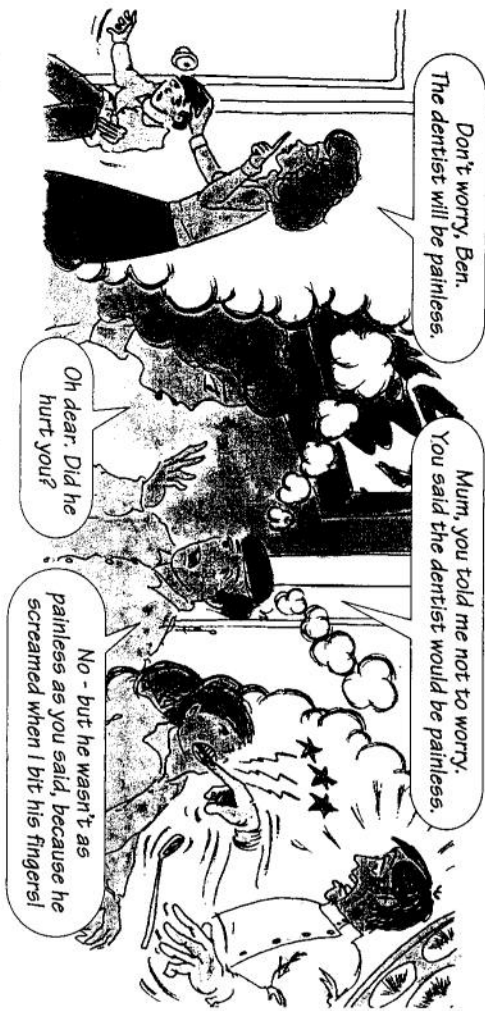
9 Reported speech

Direct speech is the exact words someone said.
We use quotation marks in Direct speech.

Reported speech is the exact meaning of what someone said but not the exact words. We do not use quotation marks in Reported speech.

"I'll go to London," she said.

She said she would go to London.



We can use say and tell both in Direct and Reported speech. Tell is always followed by a personal object (told me). Say is used with or without a personal object. When it is used with a personal object say is always followed by to (said to me).

Say - Tell

Direct speech

She said, "I can't drive."
She said to me, "I can't drive."
She told me, "I can't drive."

Reported speech

She said (that) she couldn't drive.
She said to me (that) she couldn't drive.
She told me (that) she couldn't drive.

Expressions with say

say good morning/evening etc, say something, say one's prayers, say a few words, say so etc

Expressions with tell

tell the truth, tell a lie, tell sb the time, tell sb one's name, tell a story, tell a secret, tell sb the way, tell one from another etc

200 Fill in "say" or "tell" in the correct form.

1. Can you ... tell ... me what time the film starts?
2. She she would never speak to him again.
3. I promise to the truth, the whole truth and nothing but the truth.
4. She always "good morning" to her neighbours.
5. Ruth her prayers and went to bed.
6. Sometimes it's hard to one twin from another.
7. Who you I was married?
8. I couldn't believe what he to me.
9. Would you mind me what you're doing?
10. "Go and tidy your room," he to his son.

We can report: A. statements B. questions C. commands, requests, suggestions

Reported Statements

1. To report statements we use a reporting verb (say, tell, explain etc) followed by a that-clause. In spoken English that can be omitted. He said, "I feel sick." He said (that) he felt sick.
2. Pronouns and possessive adjectives change according to the context.
Direct speech: He said, "I'll lend you my car."
Reported speech: He said he would lend me his car.
3. Time words and tenses can change as follows depending on the time reference:

Direct speech

tonight, today, this week/month/year
now
now that
yesterday, last night/week/month/year
tomorrow, next week/month/year
two days/months/years etc ago

Reported speech

that night, that day, that week/month/year
then, at that time, at once, immediately
since
the day before, the previous night/week/month/year
the following day/the day after, the following/
next week / month/year
two days/months/years etc before

"Tom is leaving tomorrow," she said. She said Tom was leaving the next day. (Speech reported after Tom had left.)
"Bob is leaving tomorrow," she said. She said Bob is leaving tomorrow. (Speech reported before Bob has left.)

4. When the reporting verb is in the past, the verb tenses change as follows:

Direct speech

Present Simple

"He likes walking," she said.

Past Simple/Present Simple

She said he liked/likes walking.

Present Continuous

"He is watching TV," she said.

Past Continuous

She said he was watching TV.

Present Perfect

"He has just left," she said.

Past Perfect

She said he had just left.

Past Simple

"He left an hour ago," she said.

Past Perfect

She said he had left an hour before.

Future

"He'll be back in an hour," she said.

Conditional

She said he would be back in an hour.

Present Perfect Continuous

"I've been typing since morning," she said.

Past Perfect Continuous

She said she had been typing since morning.

5. If the direct verb is already in the Past S, in Reported speech it can change into the Past Perfect or remain the same. "I was late for work," she said. She said she was/had been late for work.

6. If the direct verb is in the Past Perfect, it remains the same in Reported speech. "I had already written to him," he said. He said he had already written to him.
Past Continuous usually remains the same in Reported speech.

Direct speech: "I was reading while my parents were watching TV," she said.
Reported speech: She said she was reading while her parents were watching TV.

7. Certain words change as follows depending on the context.

Direct speech: **this/these** here come (in his office) He said, "I'll be here again on Monday."
 Reported speech: **that/those** there go (outside the office) He said he'd be there again on Monday.

8. There are no changes in the verb tenses in Reported speech when the direct sentence expresses a general truth, is Conditional Type 2 or Type 3 or a wish.

"The earth is a planet," he said. He said the earth is a planet. (general truth)
 "If you studied more, you'd pass your test," he said. He said that if I studied more, I'd pass my test.
 "I wish I were/was rich," he said. He said he wished he were/was rich.

9. When the introductory verb is in the Present, Future or Present Perfect, there are no changes in the verb tenses.

"Nina can read," she says. She says that Nina can read.

10. The verb tenses can change or remain the same in Reported speech when a sentence expresses something which is up to date or still true. However, the verb tenses usually change when something is not true or out of date.

"I like ice-cream," he said. He said he likes/liked ice-cream. (still true)
 "I am rich," he said. He said he was rich. (but we know he isn't; not true)

201 Report what the Jones family said when they came home from their holiday.



1. Mr Jones ... said that he had had a brilliant time.

- 2. Jimmy
- 3. Grandmother
- 4. Judy
- 5. Mrs Jones
- 6. Paul
- 7. Patrick
- 8. Tracy
- 9. Danny
- 10. Tina

Reported Questions

In Reported questions we use affirmative word order and the question mark is omitted. To report a question we use: a) ask + wh-word (who, what etc) when the direct question begins with such a word, b) ask + if / whether when the direct question begins with an auxiliary verb (do, has, can etc). Pronouns, possessive adjectives, tenses, time expressions etc change as in statements.

Direct speech: He said, "Where did he stay?" He said, "Did you have a nice time?"
 Reported speech: He asked where he had stayed. He asked if/whether I had had a nice time.

Indirect questions are different from Reported questions. We use Indirect questions when we ask for information, whereas we use Reported questions to report someone else's questions. Indirect questions are introduced with Could you tell me ...?, Do you know ...?, I wonder ...; I want to know ... etc and their verb is in the affirmative. There are no changes in the verb tenses as in Reported questions. If the Indirect question starts with I wonder ... or I want to know ...; then the question mark is omitted.

Direct questions

He asked me, "How old is he?" He asked me how old he was.
 He asked me, "Where has he gone?" He asked me where he had gone.

Reported questions

Do you know how old he is?
 I wonder where he has gone.

Indirect questions

202 Report the tourists' questions to the tour guide.



1. The boy with the cap ... asked the tour guide where the main tourist office was.

- 2. The old man
- 3. The woman with the hat
- 4. The woman with the glasses
- 5. The tall man
- 6. The Chinese boy
- 7. The man with the moustache
- 8. The boy with the camera
- 9. The old woman
- 10. The bald man

To report commands, requests, suggestions etc we use a reporting verb (advise, ask, suggest, beg, offer, order, tell etc) followed by a to-infinitive, a not-to-infinitive or an -ing form according to the construction of the introductory verb. (see page 102)

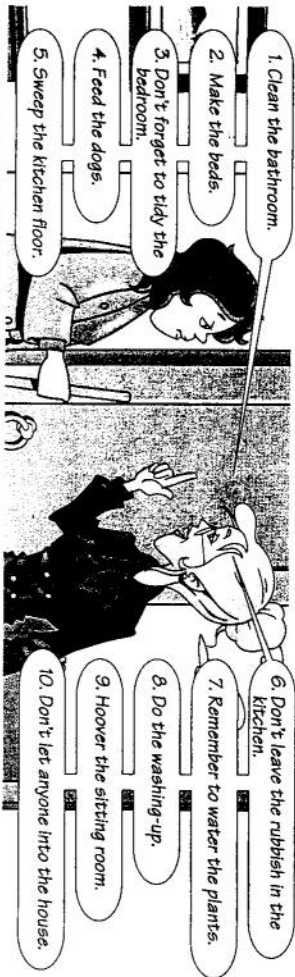
Direct speech

He said to me, "Come with me."
He said to me, "Don't lie to me."
He said, "Let's go out."

Reported speech

He told me to go with him.
He told me not to lie to him.
He suggested going out.

203 Mrs Baxton is giving her cleaner instructions about what to do for the day.



1. Clean the bathroom.
2. Make the beds.
3. Don't forget to tidy the bedroom.
4. Feed the dogs.
5. Sweep the kitchen floor.
6. Don't leave the rubbish in the kitchen.
7. Remember to water the plants.
8. Do the washing-up.
9. Hoover the sitting room.
10. Don't let anyone into the house.

204 First state whether the following statements are true (T) or false (F), then turn them from Direct speech into Reported speech.

1. "Ostriches can fly," he said. ... He said (that) ostriches could fly. F.
2. "The Amazon is the widest river in the world," she said.
3. "The Earth is the largest planet in the universe," he said.
4. "Penguins live in the desert," she said.
5. "It's hot at the South Pole," he said.
6. "Luxembourg has the best football team in the world," he said.
7. "Dolphins are mammals," he said.
8. "The Sahara desert is the largest desert in the world," he said.

9. "British weather is always wonderful," she said.
10. "The Mediterranean is the deepest sea," he said.

205 Turn from Direct speech into Reported speech.

1. "I've finished all my work," she said. She said (that) she had finished all her work.
2. "Why are you looking at me like that?" she asked him.
3. "Don't play with matches," his mother said.
4. "I've forgotten to bring my lunch with me," he said.
5. "Will you be home soon?" she asked her husband.
6. "Go to bed!" Father said to the children.
7. "I'll clean the car tomorrow," Tim said to his father.
8. "Where have you been?" Gary asked his wife.
9. "I've been working for the same company since 1960," he said to me.
10. "Do you know Garfield?" she asked me.

Modals in Reported speech

There are changes in the verb tenses of some modal verbs in Reported speech:
will/shall → would, can → could (presently) would be able to (future), may → might, shall → should (asking for advice) or would (asking for information), must → must/had to (obligation) (' must remains the same when it expresses possibility or deduction)

Would, could, used to, mustn't, should, might, ought to and had better remain the same.

Direct speech

- She said, "I'll do it later."
She said, "I can speak German."
She said, "I can come next Monday."
She said, "I may speak to Ann."
She said, "How shall I do this?"
She said, "When shall we reach York?"
She said, "You must be back at 10.00."
She said, "He must be a liar."
She said, "You should try harder."
She said, "You had better phone him."

Reported speech

- She said (that) she would do it later.
She said (that) she could speak German.
She said (that) she would be able to go next Monday.
She said (that) she might speak to Ann.
She asked how she should do that. (advice)
She asked when they would reach York. (information)
She said (that) I must/had to be back at 10.00. (obligation)
She said (that) he must be a liar. (deduction)
She said (that) I should try harder.
She said that I had better phone him.

206 Turn the following sentences into Reported speech.

1. "How shall I tell Tom the bad news?" she said. She asked how she should tell Tom the bad news.
2. "You must try my home-made pie," he said.
3. "Can I go home now?" he asked.
4. "May I call you by your first name?" he asked her.
5. "You can come in, but you mustn't make any noise," she said to him.
6. "What time shall we arrive in London?" he asked.
7. "She must try harder if she wants to succeed," he said.
8. "My father will be angry with me if he finds out," she said.
9. "You ought not to drive so fast," he said to her.
10. "They don't have to come if they don't feel like it," he said.
11. "You had better speak to the manager," she said to him.
12. "I may not be able to meet you at the airport," he said to her.

Direct speech

Reported speech

agree + to-inf "Yes, I'll help you."
offer "Shall I open the door?"
promise "Of course I'll pay you."
refuse "No, I won't go with you."
threaten "Stop crying or I'll punish you."

advise + sb + to-inf "You should see a lawyer."
ask "Could you help me?"
beg "Please, please don't hurt her!"
command "Stand to attention!"
invite "Will you have dinner with me?"
order "Leave the cat alone!"
remind "Don't forget to ring Ann."
warn "Don't go near the rocks."
He agreed to help me.
He offered to open the door.
He promised to pay me.
He refused to go with us.
He threatened to punish me if I didn't stop crying.

admit + gerund "Yes, I told her the secret."
accuse sb of "You took the money."
apologise for "I'm sorry I arrived so late."
boast of/about "I'm the fastest of all."
complain to sb of "I have a toothache."
deny "I didn't take the book."
insist on "You must come with us."
(say one) prefers "I'd rather do it myself."
suggest "Let's have a party."
He admitted (to) telling/having told her the secret.
He accused me of taking/having taken the money.
He apologised for arriving/having arrived so late.
He boasted of/about being the fastest of all.
He complained to me of having a toothache.
He denied taking/having taken the book.
He insisted on me/my going with them.
He said he preferred doing/to do it himself.
He suggested having a party.

agree + that-clause "Yes, it's a big house."
complain "You're always lying to me."
deny "I didn't take that book."
explain "That's why I didn't take it."
exclaim/remark "What a sunny day it is!"
promise "Of course I'll help you."
suggest "You'd better see a doctor."
He agreed that it was a big house.
He complained that I was always lying to him.
He denied that he had taken the book.
He explained to me why/that he hadn't taken it.
He exclaimed/remarked that it was a sunny day.
He promised that I would help me.
He suggested that I (should) see a doctor.

207 First write the appropriate introductory verb then report the following situations.

- "You should go to bed." ...advise ... He advised me to go to bed.
- "Please, please don't leave me."
- "Do it now!"
- "No, I did not kill him."
- "Oh, alright. I'll do the washing-up."
- "Don't forget to take the dog out!"
- "Everybody, stand up now!"
- "No, I will not give you my money."
- "Could I use your phone?"
- "I'm sorry I shouted at you."
- "I'll punish you if you don't behave."
- "It was me who stole the book."
- "I only works if you press the green button."
- "You're right. It was a brilliant film."

- "I've been feeling dizzy all day."
- "Of course I'll write to you."
- "I'll give you a lift home, if you like."
- "Let's go for a swim."
- "It was you who broke the TV."
- "If I were you, I would tell them the truth."

208 Use an appropriate introductory verb to report the following.

- "It wasn't me who stole the car," said Henry. Henry denied stealing / having stolen the car.
- "May I have a piece of cake please?" she said.
- "Yes, okay. I'll tell him about the accident," he said.
- "I must have the report by tomorrow," the boss said.
- "Please, please let me go to the party," Sue asked her mother.
- "I'll never be naughty again," Ted said to his father.
- "Stand up straight!" said the sergeant to the soldier.
- "Yes, it was me who robbed the bank," he said.
- "I didn't come to work because I was ill," she said to her boss.
- "Let's play chess," he said.
- "I'm sorry I forgot to phone you," he said to her.
- "Don't forget to go to the bank," she said to him.
- "You should relax more," the doctor said to him.
- "Mark is always shouting at me," she said.
- "Yes, it is a nice dress," he said.
- "Shall I carry your bag, Tracy?" he said.
- "No, I certainly won't do your homework Graham," said Bill.
- "You scratched my record," he said to her.
- "Leave now or I'll phone the police," she said to the salesman.
- "Oh alright, I'll lend you my car, Tom," she said.
- "It's true, I broke the window," he said.
- "I'll phone you as soon as I arrive," she said to me.
- "You're right, she is beautiful," she said.
- "No, I won't marry you, John," she said.
- "Why don't you try to escape, I'll shoot you," he said to the prisoner.
- "You must sign the contract, Mr Harrison," she said.
- "I'll punish you if you do that again!" he said to the boy.
- "Would you like me to show you how to use this computer?" she said to me.
- "Yes, it is a good idea," he said.

Reporting a dialogue or conversation

In conversations we use a mixture of statements, commands and questions. When we turn them into Reported speech we use and, as, adding that, and he/she added that, explaining that, because, but, since, and then he/she went on to say, while, then, etc. or the introductory verb in present participle form. Words or expressions such as Oh, Oh dear, Well etc are omitted in Reported speech.

Direct speech "Oh, this is a very nice dress," she said. "How much does it cost?"
"I can't buy it," she said. "I can't afford it."
"Shall I help you?" he said. "We can work on it together."
Reported speech She remarked/exclaimed that that was a very nice dress and she asked how much it cost. ("Oh" is omitted)
She said she couldn't buy it, explaining that she couldn't afford it.
He offered to help me, suggesting that we could work on it together.

209 Report the following using an appropriate introductory verb from the list below:

- | | | | | | | |
|----------|--------|--------|-----------|----------|---------|---------|
| complain | advise | refuse | warn | beg | suggest | exclaim |
| deny | offer | insist | apologise | threaten | accuse | prefer |

- "You should take more exercise," the doctor said. *The doctor advised me to take more exercise.*
- "This film is so boring," he said to his mother.
- "Please, please let me go out to play, Mum," she said.
- "Shall I carry your shopping for you?" he said to her.
- "Don't get dirty in the garden," she said to Jane.
- "I'm not going to tidy Helen's bedroom," Tim said.
- "I didn't eat the cake," he said to her.
- "What a silly thing to say!" she said.
- "You really must get your hair cut," she said to him.
- "You broke my record player," she said to him.
- "I'm sorry I didn't write to you," she said to him.
- "Let's go to Jamaica for our holiday," he said to her.
- "Yes, that is a nice colour," the sales assistant said to her.
- "I'd rather watch a film than the news," she said to her.
- "How rude he is!" she said to me.
- "I think you should go on a diet," she said to him.
- "I didn't take your dress," she said to her sister.
- "What a nice gift!" he said.
- "I'll hit you if you don't stop talking," the boy said to his brother.
- "I'm sorry I spoke to you like that," he said to his mother.

210 Rewrite the following sentences in Reported speech.

- "What time does the next bus leave?" he said. "I need to get to the station."
He asked what time the next bus left because he needed to get to the station.
- "Don't go swimming in the lake," she said. "The water is filthy."
- "Let's go shopping tomorrow," she said. "The sales have started."
- "Stand up," the teacher said to the pupils. "The headmaster is coming."
- "Please don't take my ring," she said to him. "It was a present."
- "It's very late, Martin," his mother said. "Where have you been?"
- "Shall I cook the dinner?" he said to her. "You look very tired."
- "Please stop making that noise!" she said to him. "I can't concentrate."
- "Yes, I dropped your vase," she said. "I was cleaning the shelf."
- "Can I use the car, please?" she said. "I need to run some errands."
- "I'm sorry I'm late," he said. "The car wouldn't start."
- "Why are you teasing your sister?" she asked him. "You know it makes her unhappy."
- "Why won't you come to the party?" he said to her. "Everyone would love to see you."
- "It was Rob who broke the window," he said to her. "He was kicking the football."

211 Turn the following passage into Indirect speech.

"How do you like your course, Sarah?" Jane asked.
 "I didn't like it at first," Sarah replied. "I'm really enjoying it now."
 "Why did you have doubts about it?" Jane asked.
 "Well, there was too much reading, and none of the other students seemed very friendly," Sarah said. "But now I've got used to it and I like it a lot. Do you like your course?"
 "Well, the course is all right, though I'm not as interested in History as I thought I was," Jane said.
 "Why don't you study something else, then? What about studying English?" Sarah said.
 "That is a really good idea, Sarah. Then we could help each other with our work," Jane said.
Jane asked Sarah how she liked her course.

212 Turn the following dialogue into Reported speech.

A: Mum, please, will you let me stay at Sally's house tonight?
 M: No, I won't.
 A: Why?
 M: The last time you stayed there, you stayed up late and you were too tired to go to school the next day.
 A: That's true. But we won't do that again.
 M: And you were both smoking cigarettes.
 A: That's not true! I've never smoked in my life.
 M: Well, all right then, you can go, but only if you promise to behave.

Ann begged her mother to let her stay at Sally's house that night but her mother refused.

213 Turn the following into Reported speech.

1. Where you speeding?
 2. No, I haven't been speeding.
 3. It's true that I was driving a bit fast.
 4. You should have been driving more carefully.
 5. Has anyone called an ambulance?
 6. The ambulance is coming.
 7. My leg hurts.
 8. Can you move your leg?
 9. Don't try to stand up.

- The policeman *asked the driver if he had been speeding.*
- The driver
- Then the driver
- Mr. Thompson
- Mr. Brown
- Mr. Jones
- Tim
- Mr. Smith
- Dr. Baker



Write the exact words Judge Pickles said to Fletcher:

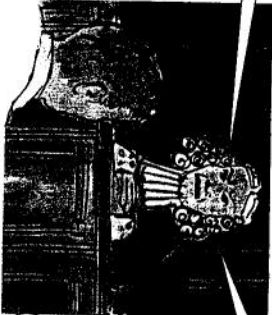
He asked him why he did it. Then he told him he was obviously guilty. He told him to look at him when he was speaking to him. He asked him if he was sorry for what he had done. He told him that the bank manager was still in hospital. He said he would go to prison for a long time for that crime. He asked him if he had anything to say in his defence. Then he told the policeman to take him away.

1.....Why did you do it?.....

2.....

3.....

4.....



5.....

6.....

7.....

8.....