

Direct & reported speech

When we report we a statement, we use one of these main verbs: **say, tell, announce, declare, order, ask, and wanted to know.**

• Rule one:

When the main verb is in the present tense, the future or present perfect:

We can report without any change of tense.

Eg: Paul says: "I am trying to get a taxi."

→ Paul says that he is trying to get taxi.

• Rule two:

When the main verb is in the past:

We have to change the tense of the verbs used in the statement.

Present simple: "I play football".

To Simple Past: He said that he **played** football

Past simple: "I played football".

To Past Perfect: He said that he **had played** football

Present Perfect: "I have played football".

To Past Perfect: He said that he **had played** football

Present Continuous: "I am playing football".

To Past Continuous: He said that he **was playing** football

Past Continuous: "I was playing football".

To Past perfect continuous: He said that he **had been playing** football.

Past Perfect: "I had played football".

To Past Perfect: He said that he **had played** football.

Present perfect continuous: "I have been playing football."

To Past perfect continuous: He said that he **had been playing** football.

Other changes:

Modals:

Direct

- Will
- Can
- Must
- May
- Should
- Ought to

Reported

- Would
- Could
- Had to
- Might
- Should
- Ought to

Time and place reference:

Direct

- Now.
- Today.
- Tonight.
- Here.
- This.
- These.
- This week.
- Tomorrow.
- Tomorrow.
- Next week.
- Next week.
- Yesterday.
- Yesterday.
- Last week.
- Last week.
- 2 week ago.

Reported

- Then.
- That day.
- That night.
- There.
- That.
- Those.
- That week.
- The day after.
- The next (following) day.
- The week after.
- The following week.
- The day before.
- The previous day.
- The week before.
- The previous week.
- 2 week before.

Reporting question:

When we report a question we use: **asked, questioned, wanted to know.**

There is no question mark "?"

• "Wh" question:

"Wh" question are reported with the question word.

The verb has the form of normal statement.

Note: we do not use: **do, does, did** in the reported.

Eg: "Where are you going?"

→ I asked her where she was going.

- Auxiliary question (Yes/No):

When we report an auxiliary question we use: **If**.

We omit (delete): **do, does, did**.

The verb has the form of normal statement.

Eg: "Do you like hamburgers?"

→ He asked me if I like hamburgers.

Reported other forms of speech:

Commands or request:

Subject + $\begin{cases} \text{told} + \text{to} + \text{stem} \\ \text{ordered} + \text{to} + \text{stem} \\ \text{asked} + \text{to} + \text{stem} \end{cases}$

Eg: "stop writing" → he told them to stop writing.

"Please wait" → I asked her to wait.

Advice: when we find in direct speech: $\begin{cases} \text{should} \\ \text{ought to} \\ \text{had better} \\ \text{If I were} \\ \text{why don't you} \end{cases}$

The reported: are: subject + **advised** + to + stem.

Eg: "I wouldn't buy that car if I were you."

→ I advised him not to buy that car.

Suggestion: when we find in direct speech: $\begin{cases} \text{Let's} \\ \text{How about} \\ \text{What about} \end{cases}$

The reported: are: subject + **suggested** + $\begin{cases} \text{verb} + \text{ing} \\ \text{or} \\ \text{to} + \text{stem} \end{cases}$

Eg: "Let's go to the theatre."

→ He suggested going to the theatre.

Agreement: subject + **agreed** + to + stem.

Eg: "Ok, I'll give you a lift."

→ He agreed to give me a lift.

Apologize: subject + **apologized for** + verb + ing (gerund).

Eg: "I am sorry for being late."

→ I apologized for being late.

Congratulation: subject + **congratulated on** + verb + ing

Eg: "well done, you've passed your exam."

→ She congratulated her on passing her exam.

Denying: subject + **denied** + verb + ing.

Eg: Alice said: "No, I didn't take it! I was there."

→ Alice denied taking it.

Inviting: subject + **invited** + to + stem.

Eg: "would you like to come to the cinema, Jane?"

→ They invited Jane to come to the cinema.

Offering: subject + **offered** + to + stem.

Eg: "Shall I carry your case, Pam?"

→ He offered to carry Pam's case.

Promising: subject + **promised** + to + stem.

Eg: "I'll be at home by eight."

→ He promised to be at home by eight.

Summary of commends statement

- Told + to + stem.
- Ordered + to + stem.
- Asked + to + stem.
- Advised + to + stem.
- Apologized for + verb + ing.
- Congratulated on + verb + ing.
- Denied + verb + ing.
- Suggested + verb + ing.
- Suggested + to + stem.
- Agreed + to + stem.
- Invited + to + stem.
- Offered + to + stem.
- Promised + to + stem.