

Khi chuyển từ lời nói trực tiếp sang lời nói gián tiếp, ta cần lưu ý đến một số thay đổi sau:

1. Thay đổi thì động từ (changes in tenses of verbs)

Direct (Trực tiếp)	Reported Speech	Example
Simple Present (Hiện tại đơn)	Simple Past (Quá khứ đơn)	"I feel sick" → He said he sick.
Present Continuous (Hiện tại tiếp diễn)	Past Continuous (Quá khứ tiếp diễn)	"I am writing a letter." → He said he a letter.
Simple Past (Quá khứ đơn)	Past Perfect (Quá khứ hoàn thành) "Had + V3/Ved"	"I arrived at 5p.m." → He said he at 5p.m.
Present Perfect (Hiện tại hoàn thành)	Past Perfect (Quá khứ hoàn thành) "Had + V3/Ved"	"I have seen that film." → He said he that film.
Past Continuous(Quá khứ tiếp diễn)/ Perfect Continuous(Quá khứ hoàn thành tiếp diễn)	Past Perfect Continuous (Quá khứ hoàn thành tiếp diễn) "Had + been + V-ing"	"I was living in Viene then" → He said he in Vien then.
Simple Future (Tương lai đơn)	Future in the Past (Tương lai trong quá khứ)	"I will go to Japan in July." → He said he to Japan in July.

- Đối với các động từ khiếm khuyết (modal verbs) không có dạng quá khứ, ta có thể mượn các động từ có cùng nghĩa.

must	→
must not	→ was/ were not to
can	→
may	→
will/ shall	→

2. Thay đổi tính từ và trạng từ (changes in adjectives and adverbs)

Direct	Reported Speech	Example
This (cái này)	(cái kia)	"I need this book." → He said he needed book.
These (Những cái này)	(Những cái kia)	"I'll take these with me." → He said he would take with him.
Now (Bây giờ)	(Sau đó)	"I'm going now ." → He said he was going
Here (Ở đây)	(Ở đó, ở kia)	"I'll return here at 3 o'clock." → He said he would return at 3 o'clock.
Today (Hôm nay)	(hôm đó)	"I'll do it today " → He said he would do it
Yesterday (Hôm qua)	The day before / The previous day (Ngày trước đó)	"I was in Hue yesterday " → He said he had been in Hue
Tomorrow (Ngày mai)	The day after The following day (Ngày sau đó)	"We'll wait until tomorrow ." → They said they would wait until
Ago (Trước đây)	Before (Trước đó)	"I was in Dalat three weeks ago ." → He said he had been in Dalat three weeks
Next week (Tuần sau)	The week after The following week (Tuần sau đó)	"I'll come to see her next week ." → He said he would come to see her