Change from direct speech to *reported speech*.

"I'm thinking of buying a new car," he said.

► *He said (that) he was thinking of buying a new car.*

"You can borrow my pen if you want," she said.

.....

"I'll call you tomorrow," Katy said to John.

.....

"We got married two months ago," they said to us.

.....

"We aren't doing anything next week," they said.

.....

"I'd like to go out tonight," Toby said.

.....

"My sister is coming to visit me next week," said John.

Paula said, "I haven't seen my cousin since last year."

.....

"I was washing my car when you called me," said Dan.

.....

Tina said to me, "I'll tell Tom I saw you."

.....

LIVEWORKSHEETS