

REPORTING VERBS – EXAMPLES

+ TO + INFINITIVE

- *AGREE: They **agreed to lend** him the money.
- *CLAIM: They **claim to be** the best in the market.
- OFFER: She **offered to help**.
- *PROMISE: You **promised to come** with us.
- REFUSE: He **refused to answer** any questions.
- SWEAR: She **swore to serve** her country.
- THREATEN: They **threatened to kill** me.

+ THAT + CLAUSE

- *ADMIT: He **admitted (that)** it was his fault.
- *AGREE: I **agree (that)** it's going to be difficult.
- ANSWER: She **answered (that)** she was OK.
- *CLAIM: They **claim (that)** they are innocent.
- *COMPLAIN: He **complains (that)** he has too much work.
- *CONFESS: He **confessed (that)** he was scared.
- *DENY: They **deny (that)** they had any involvement.
- EXPLAIN: She **explained (that)** new facts had emerged.
- *INSIST: I **insisted (that)** we needed a break.
- *PROMISE: You **promised (that)** you'd be there.
- *REGRET: I **regret (that)** I didn't help him.
- SAY: John **said (that)** he wouldn't do it again.
- *SUGGEST: She **suggested (that)** I should stay until May.

+ PERSON + TO + INFINITIVE

- ADVISE: He **advised me to change** my diet.
- ASK: They **asked him to resign**.
- BEG: He **begged me to forgive** him.
- CONVINCE: He **convinced me to take** the job.
- ENCOURAGE: We **encouraged her to continue**.
- FORBID: They **forbade me to go out**.
- INVITE: She **invited us to be** at the meeting.
- ORDER: The judge **ordered him to sit down**.
- PERSUADE: She **persuaded me to sign up**.
- RECOMMEND: I **recommend you to go**.
- REMIND: Can you **remind me to lock** the door?
- TELL: Nobody **told me to be** quiet.
- WARN: He **warned us not to drink** the water.

+ (PREPOSITION) + -ING

- ACCUSE SB OF: They **accused me of cheating**.
- *ADMIT: She **admitted making** a mistake.
- APOLOGISE (TO SB) FOR: He **apologised (to her) for not calling**.
- BLAME: I don't **blame you for getting** angry.
- *COMPLAIN ABOUT: He **complained about being** insulted.
- *CONFESS TO: I **confessed to murdering** him.
- *DENY: They **denied doing** anything wrong.
- *INSIST ON: She **insisted on calling** a taxi.
- *RECOMMEND: She **recommended taking** a taxi.
- *REGRET: I **regret not paying** more attention.
- *SUGGEST: I **suggest doing** some research first.

1. Complete the reported speech with a verb in the box.

accused	admitted	regretted	apologised	promised
encouraged	recommended	refused	suggested	warned

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. 'Why don't you see a doctor?' She 2. 'Be careful going up that ladder.' He 3. 'Sorry. I broke your vase.' I 4. 'It's true. I stole the car.' The thief 5. 'No, we won't work late.' The employees 6. 'This book is brilliant. You have to read it.' She 7. 'I think you're telling me lies!' His mum 8. 'Well done. Keep going. I know you can do it!' The coach 9. 'I will buy you an ice cream if you finish your meal!' Dad 10. 'I failed my exam because I didn't study enough' He | <ol style="list-style-type: none"> seeing a doctor. me not to go up the ladder. for breaking her vase. stealing the car. to work late. reading the book. him of telling lies. the athlete. to buy me an ice cream that he failed his exam. |
|--|--|





2. Rewrite the following sentences into reported speech

1. "I didn't lose it" He denied
2. "I won't do it" He refused
3. "I promise I'll take you to school" My sister promised
4. "Don't forget to phone when you arrive" Mum reminded
5. "We really must go with you" Bob insisted
6. "Beth, have dinner with me" Tom invited
7. "Why doesn't she tell him?" Jim suggested
8. "Why don't we go to the cinema?" He suggested
9. "You are right. it was a mistake to get up so early" Chris admitted
10. "Look, he is a thief!" The greengrocer accused
11. "You'd better start learning for the exam, Roger" The biology teacher advised
12. "Please Tom, don't tell anyone!" He begged
13. "Congratulations. You've passed the test" My teacher congratulated
14. "If you take my iPod again, I'll pinch you very hard" My sister threatened
15. "What a pity I didn't see the ceremony" He regretted
16. "I'm sorry I forgot to call you". Jim apologised
17. "Don't touch this machine. It's dangerous" She warned
18. "You never listen to me, Stuart" Mary complained
19. "You mustn't play near the road" Father forbade us
20. "OK. I'll lend you my car" My brother agreed

3. Read the letter from Paula Roberts

Dear Miss Richards,

Thank you very much for your letter regarding the new supermarket and I'm sorry that I haven't replied earlier. Unfortunately, we have been extremely busy dealing with similar letters to yours. It is true that the building of this supermarket will affect the people in the area and it is a great pity that so much beautiful land will have to be destroyed. However, we do not accept that we misled people with false information at the planning stages. If you remember, we contacted all local residents at the beginning of the project and asked for comments at that time. If you think we have not followed the correct procedure with the planning, perhaps you should contact your local Member of Parliament

Of course, we shall be delighted to see you at the Grand Opening on Saturday 15th May.

Yours sincerely,

Paula Roberts

Now write an email to Peter telling him what Paula Roberts wrote. Use the following reporting verbs.

admit	apologise	deny	invite
remind	say	suggest	thank

Hi Peter,

I just got a letter from Ms Roberts, she _____ my letter and _____ not replying earlier. She _____ they had been busy dealing with similar letters. She _____ building the supermarket will affect the people and the land, but she _____ they misled people. She _____ they contacted all local residents at the time and asked for comments. She _____ I contact my local MP if I am still not satisfied. She _____ to the Grand Opening on May 15th.

What do you think? Should I contact my PM?

Love,

Jane

