

## Reported speech (1 - changes in reference words)

We use reported speech to tell others what someone said.

To do this, we use **reporting verbs**, depending on sentences:

- statements: say, tell, explain, announce, add, promise, complain...
- questions: ask, wonder, enquire, want to know...
- orders: tell, instruct, warn, remind, order...
- requests: ask, beg...
- offers & suggestions: offer, suggest, propose, advise, recommend...

We must **adapt the reported sentence** to the new situation:

1. Change pronouns  
(to refer to correct people and things).
2. Change the verb (change tense/modals  
and adapt to new subject).
3. Change place and time references.

### CHANGE PRONOUNS & OTHER REFERENCES

(always **USE LOGIC**):

|           |                  |
|-----------|------------------|
| I         | He / She         |
| Me        | Him / Her        |
| You       | I / We / Me / Us |
| We        | We / They        |
| Us        | Them             |
| Now       | Then             |
| Here      | There            |
| This      | That             |
| These     | Those            |
| Today     | That day         |
| Tonight   | That night       |
| Tomorrow  | The day after    |
| Yesterday | The day before   |
| Next week | The week after   |
| Last week | The week before  |
| Ago       | Before           |

### Complete using the correct time reference:

1. 'We will go tomorrow,' we said.  
We said that we would go \_\_\_\_\_
2. He said, 'I can't do it today.'  
He said that he couldn't do it \_\_\_\_\_
3. 'I must work now,' she said.  
She said that she had to work \_\_\_\_\_
4. I said, 'I'll finish it next month.'  
I said that I'd finish it \_\_\_\_\_
5. We said, 'We did homework yesterday.'  
We said that we had done homework \_\_\_\_\_

### Complete the sentences with the correct words:

1. 'These are my car keys,' said Annie.  
Annie said that \_\_\_\_\_ were \_\_\_\_\_ car keys.
2. 'I am reading your story now,' the teacher said to Richard.  
The teacher said to Richard that \_\_\_\_\_ was reading \_\_\_\_\_ story \_\_\_\_\_.
3. 'You can see this video tomorrow,' I said.  
I said that \_\_\_\_\_ could see \_\_\_\_\_ video \_\_\_\_\_.
4. You said, 'I will clean this mess tonight.'  
You said that \_\_\_\_\_ would clean \_\_\_\_\_ mess \_\_\_\_\_.
5. 'I'll help you with your new game,' he said to Albert.  
He said that \_\_\_\_\_ would help \_\_\_\_\_ with \_\_\_\_\_ new game.
6. He said to her, 'I love it here with you.'  
He said to her that \_\_\_\_\_ loved it \_\_\_\_\_ with \_\_\_\_\_.
7. 'My mother made this cake yesterday,' Juan told us.  
Juan told us that \_\_\_\_\_ mother had made \_\_\_\_\_ cake \_\_\_\_\_.
8. 'I first met my friend here, in Madrid,' she said.  
She said that \_\_\_\_\_ had first met \_\_\_\_\_ friend \_\_\_\_\_, in Madrid.