

EXERCISE 1 DISCOVER THE GRAMMAR

A GRAMMAR NOTES 1–8 Read the direct speech sentences based on the reading and the reports of those sentences in indirect speech. Is the change to indirect speech correct (C) or incorrect (I)?

C 1. She said, “I want to talk about ways to avoid verbal conflict.”
REPORT: She said she wanted to talk about ways to avoid verbal conflict.

— 2. The man said, “The bill seems very high.”
REPORT: The man said the bill seems very high.

— 3. The man asked the waitress, “Did you include the service in the bill?”
REPORT: The man asked the waitress did she include the service in the bill.

— 4. The waitress said, “You have to pay the tax.”
REPORT: The waitress said they had to pay the tax.

— 5. The man told the waitress, “We won’t pay for service.”
REPORT: The man told the waitress we wouldn’t pay for service.

— 6. The waitress could have said, “I’m really sorry about the service.”
REPORT: The waitress could have said she was really sorry about the service.

— 7. The chair said, “We’re on a very tight schedule.”
REPORT: The chair said they were on a very tight schedule.

— 8. The chair said, “Make your reports brief.”
REPORT: The chair said them to make their reports brief.

— 9. The chair said, “We might need to have another meeting tomorrow.”
REPORT: The chair said they might need to have another meeting the next day.

— 10. The chair said, “No one will ask any questions.”
REPORT: The chair said no one will ask any questions.

B GRAMMAR NOTES 5, 7 Each of the following direct speech sentences has been changed to indirect speech. Identify how the verb has changed in each item.

1. The chair said, “Make your reports brief.” → The chair told them to make their reports brief.
CHANGE: imperative → infinitive

2. The waitress said, “You have to pay the tax.” → The waitress told them they had to pay the tax.
CHANGE: _____

3. The waitress could have said, “I’m really sorry about the service.” → The waitress could have said she was really sorry about the service.
CHANGE: _____

4. The man asked the waitress, “Did you include the service in the bill?” → The man asked the waitress if she had included the service in the bill.
CHANGE: _____