

## 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:   

5. The customer said, "I have never eaten such terrible food." → The customer said he had never eaten such terrible food.  
CHANGE:   

6. The chair said, "No one will ask any questions." → The chair said no one would ask any questions.  
CHANGE:   

7. The man from India asked his wife, "Shall we leave?" → The man from India asked his wife if they should leave.  
CHANGE:   

8. The man asked the waitress, "Can you explain the bill?" → The man asked the waitress if she could explain the bill.  
CHANGE: