Rephrasing tutorial 1

Transformation exercises to practise
for the University Access Exam

There are several standard types of questions you can find in the sentence transformation exercise of the University Access Exam. Read the examples and explanations, and answer the questions.

REPORTED SPEECH (OR INDIRECT SPEECH).

WHAT DO I HAVE TO DO?	Change a sentence from direct to reported speech, or viceversa.
HOW WILL I KNOW THIS?	In direct speech you will usually find inverted commas and a locutionary verb like "say", "tell", "ask", "advise", "warn", and many more. In reported speech you will usually have to start with the name of the person who said the sentence.

Example:

"Bob, you will have to play as a centre-forward." William said.
William told...
William told Bob he would have to play as a centre-forward.

TIP: Don't forget to copy the whole sentence. Sometimes you will have to change even the last word, as in this example:

"Are you coming to the cinema with us?", Jane asked me.
Jane...
Jane asked me if I was going to the cinema with them.

Practice:

1.- "I'm going to buy a computer next Tuesday," John said to me. (?)
John told

2.- "Did you leave any lights on in your house?", John asked me. (?)
John

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PASSIVE VOICE

WHAT DO I HAVE TO DO?	Change a sentence from active to passive voice, or viceversa.
HOW WILL I KNOW THIS?	You will notice that your sentence has to start with either the direct or the indirect object of the model sentence

Example:

The government will raise taxes to fight inflation.
Taxes...

"Taxes" is the direct object of the model sentence, so if we have to start our sentence with it, it has to become its subject; therefore, we have to change it into a passive sentence:

Taxes will be raised to fight inflation.

TIP: Don't include the agent ("by the government") if it is very obvious (only the government can raise taxes) or it is a personal pronoun or a word like "people" or "someone".

TIP 2: If the passive subject was the indirect object, do the same:

They've given my mother a rise in pay.
My mother...
My mother has been given a rise in pay.

TIP 3: If the active subject is not very interesting and the verb looks like the ones we use in reported speech (say, think, suppose, consider,...) use the subject of the second sentence as the passive subject, write that verb in the passive and use only infinitive constructions after it:

They think the robbers are in Portugal.
The robbers are thought to be in Portugal.

They think the robbers were in Portugal.
The robbers are thought to have been in Portugal.

They thought the robbers were in Portugal.
The robbers were thought to be in Portugal.

They thought the robbers had been in Portugal.

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The robbers were thought to have been in Portugal.

They think the robbers are hiding in Portugal.
The robbers are thought to be hiding in Portugal.

They thought the robbers were hiding in Portugal.
The robbers were thought to be hiding in Portugal.

Practice:

3.- Someone has prepared this very carefully. (?)

This

4.- People say Hawking was a genius. (?)

Hawking

CONDITIONAL SENTENCES

WHAT DO I HAVE TO DO?	Express a proposition by means of a conditional sentence. Translate the model sentence into Spanish, think in Spanish about the correct sentence, then translate all verb tenses literally.
HOW WILL I KNOW THIS?	You will usually have to start a sentence with the word IF, or UNLESS (see next part below), or you will have to start using the auxiliary verb WILL or WOULD.

Examples:

I can't go with you because I have an exam tomorrow.
If...
I would...
If I didn't have an exam tomorrow, I would be able to go with you.
I would be able to go with you if I didn't have an exam tomorrow.

TIP: Don't forget to use "habría" (would have) instead of "hubiera" (had) in examples like this. Remember also to write a comma to separate both sentences (unless they are separated by "if" or "unless"):

You caught a cold because you didn't take your umbrella.
If...

If you <u>had</u> taken your umbrella, you <u>wouldn't have</u> caught a cold.
= hubieras = habrías

Practice:

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5.- I would like to go with you, but I am very busy. (?)

If

6.- I didn't know the truth, so I didn't tell him. (?)

If

Sentences with UNLESS

WHAT DO I HAVE TO DO? Write a conditional sentence. Remember that "unless" can be translated as "a menos que" in Spanish.

HOW WILL I KNOW THIS? You will have to start the new sentence with "unless", and normally you will have to use an affirmative sentence instead of a negative one.

Examples:

I won't be able to do it if you don't help me.
Unless...
Unless you help me, I won't be able to do it.

TIP: Remember to change the polarity of one of the clauses (make it affirmative if it is negative, or viceversa) when you use "unless", in order to preserve the original meaning:

I won't go if you don't come with me.
I...
I won't go unless you come with me.

If you behave yourself, we'll go to the circus.
Unless...
Unless you behave yourself, we won't go to the circus.

Practice:

7.- We won't go on Monday if any problems turn up. (?)

We'll

8.- I won't go with you if you aren't punctual. (?)

Unless

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RELATIVE CLAUSES

WHAT DO I HAVE TO DO? Join two sentences by means of a relative pronoun. The relative pronoun will replace a repeated name (who) or thing (which), or refer to a place (where), a time (when) or a thing owned by someone (whose).

HOW WILL I KNOW THIS? You will usually have two model sentences instead of one.

Examples:

Mr Robertson is a really strange man. He lives in a caravan.
Mr...
Mr Robertson, who lives in a caravan, is a really strange man.

TIP: If there is a possessive adjective in one sentence that refers to someone mentioned in the other sentence, you will probably have to use "whose":

My cousin lives in London. His wife is an architect.
My...
My cousin, whose wife is an architect, lives in London.

Practice:

9.- A man lives in that house. He has won the lottery. (?)

The man

10.- I saw Jane at the pub. You met her last night. (?)

I

QUESTIONS FOR GIVEN ANSWERS

WHAT DO I HAVE TO DO? Ask a question to get as an answer the underlined part of a sentence.

HOW WILL I KNOW THIS? Don't worry, you'll get explicit instructions for this exercise. Just don't forget to add the preposition at the end if the verb requires it (it won't be underlined then).

Examples:

I've been looking at <u>these old maps</u>.
What have you been looking at?

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TIP: Imagine that someone has said the sentence and you haven't understood the underlined part, so you ask for a repetition of that part only. Check that answering your question with the underlined information makes sense:

My brother lives in Egypt.
Where?
In Egypt.

Then write out the full question, using the same tense as in the original sentence, and changing only those words that it is necessary to change for your question to make sense:

My brother lives in Egypt.
*Where does **your** brother live?*

It may not be necessary to write the whole sentence again:

I brought my boots to go for a walk in the forest.
What did you bring your boots for? (No need to repeat "in the forest")

Practice:

11.- Write the question for the underlined part of this answer.
We had to walk for two hours. (?)

12.- Write the question for the underlined part of this answer.
I've bought Jimmy's present. (?)

Mixed types mini-test:

13.- You'll be in big trouble if you can't explain where you got the money from.

Unless

14.- My cousin Mary used to live in London. Her house was next to the river.

My cousin

15.- I can't help you with your homework today, Janet, I'm sorry.

Tom told

and he added

16.- They have ruined our chances of a quick recovery.

Our

Write the question for the underlined information:

17.- You must answer 17 questions in this worksheet.

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