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Reported Speech

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Fill in the gaps with a verb from the list below in the simple past.

• advise

• ask

• suggest

• beg

• order

- 1 "Open the door, please," she said to William.
She *asked* William to open the door.
- 2 "Let's go to the shopping centre," Sarah said.
Sarah going to the shopping centre.
- 3 "Please, please don't tell Lisa about her surprise birthday party," he said to me.
He me not to tell Lisa about her surprise birthday party.
- 4 "Get out of the car," Josh said to the man.
Josh the man to get out of his car.
- 5 "You should always lock the door at night," his father told him.
His father him to lock the door at night.

Modals in Reported Speech

- The forms of some modal verbs change in Reported Speech when the reported sentence is out of date. Will/Shall → **would**, can → **could/would/be able to**, may → **might/could**, shall → **should** (asking for advice) or **would** (asking for information) / (expressing offers), must → **must/had to** (obligation) (*must remains the same when it expresses possibility or deduction), needn't → **didn't need to/didn't have to/wouldn't have to**.
- Would, could, used to, mustn't, should, might, ought to and had better** remain the same.

Direct Speech	Reported Speech
He said, "I'll see you later."	He said (that) he would see me later.
He said, "I can lift heavy weights."	He said (that) he could lift heavy weights.
He said, "I can do it tomorrow."	He said (that) he would be able to do it the next day.
He said, "I may see John."	He said (that) he might see John.
He said, "How shall I repair the tap?"	He asked how he should repair the tap. (advice)
He said, "When shall we arrive?"	He asked when they would arrive. (information)
He said, " Shall I clean it?"	He offered to clean it. (expressing offers)
He said, "You must return it soon."	He said (that) I must/had to return it soon. (obligation)
He said, "She must be clever."	He said (that) she must be clever. (deduction)
He said, "You should work more."	He said (that) I should work more.
He said, "You had better help me."	He said (that) I had better help him.
He said, "You needn't do it now."	He said (that) I didn't need to/didn't have to do it then.
He said, "You needn't come tomorrow."	He said (that) I wouldn't have to go the next day.

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Turn the following into reported speech.

- 1 "You must hand in your essays tomorrow," the teacher said to the students.
The teacher told the students (that) they must/had to hand in their essays the next day.
- 2 "I may visit Brenda tonight," George said.
.....
- 3 "You should always throw your rubbish in the bin," the teacher told us.
.....
- 4 "I'll call you later," he said to her.
.....
- 5 "We can meet next Monday," she said to him.
.....

12 Underline the correct item. Then write the speaker's exact words.

- 1 A: Is Frank playing basketball tomorrow?
B: No. He said he will play / would play basketball the next weekend instead.
"I will play basketball next weekend instead."
- 2 A: Have you seen Liam?
B: Yes. He said he went / was going to the supermarket.
- 3 A: Tom is really working hard these days.
B: Yes. He told me he have to / has to finish his report by Friday.

- 4 A: Did Bob watch the late film with you?
B: No, he said he has to / had to go for a job interview the next morning.
- 5 A: Why isn't Karen in today?
B: She's still in bed. She said she has / had a stomachache.
- 6 A: Did Tim send you a postcard from Spain?
B: Yes. He told me he has / was having a great time over there.

13 The following people witnessed a car accident. Read what they said, then report their words, as in the example.



Claire

1 It happened very suddenly. We were lucky that no one got hurt.

Claire said (that) it (had) happened very suddenly. They were/had been lucky that no one got/had got hurt.

3 I was reading a newspaper in a café when I heard a loud crash. When I went outside, I saw that a car had driven into a shop window.



Ann

2 I saw the accident from inside a shop across the street. I was very shocked. I'm a nurse, so I ran outside to help.

Lisa



Robert

4 I couldn't move. I watched as the car lost control on the icy road.

14 Turn the sentences into *reported speech*. In which of the sentences do the tenses remain the same? Why?

- 1 The recipe says, "The oven needs to be heated before use."

The recipe says (that) the oven needs to be heated before use.

The tenses do not change because the introductory verb is in the present simple.

- 2 "When you freeze water, you get ice," the Science teacher said.

- 3 "I should have given her a birthday present," Ian said.

- 4 "The museum is still open," Alan says.

- 5 "I'll arrive home in half an hour," she said.

Reporting a dialogue or a conversation

In conversations or dialogues we use a mixture of statements, commands and questions. When we report dialogues or conversations, we use: **and, as, adding that, and he/she added that, explaining that, because, but, since, so, and then he/she went on to say, while, then, etc.** or the introductory verb in the present participle form. Exclamations such as: **Oh!, Oh dear!, Well!** etc. are omitted in reported speech.

Direct Speech	Reported Speech
"Oh, that is a very nice sweater!" she said. "Where did you buy it?"	She remarked/exclaimed that it was a very nice sweater and she asked where I had bought it. ('Oh' is omitted)
"It is too difficult for you," she said. "Shall I help you?"	She said it was too difficult for me, offering to help.
"Why don't you come over for dinner on Friday?" she said. "We could discuss it then."	She invited me to dinner on Friday, suggesting that we could discuss it then.

15 Rewrite the following conversation in *reported speech*.

"How can I lose weight?" Alan said.

"You mustn't eat sweets or oily food. You can eat potatoes, though. You should also get plenty of exercise," said the doctor.

"Shall I join a gym?" said Alan.

"You needn't join a gym. You can go jogging every day," said the doctor.

Alan asked the doctor how he could lose weight.