

■ Reporting

Reported speech: tense changes

- If the reporting verb is in the past (eg *said*), we usually have to change the tense of what the person actually said. The general rule is go back one tense but there are some exceptions.
- With past perfect simple and continuous, there is no tense change.

Direct speech	Reported speech
present simple: Sam doesn't play hockey very often.	past simple: Fiona said that Sam didn't play hockey very often.
present continuous: I'm winning !	past continuous: Carol shouted to us that she was winning .
present perfect simple: I've never been given a trophy before!	past perfect simple: Paul said that he'd never been given a trophy before.
present perfect continuous: They've been playing for four hours.	past perfect continuous: She told us that they'd been playing for four hours.
past simple: We lost the match.	past perfect simple: Finally he told us that they had lost the match.
past continuous: We were winning until half-time.	past perfect continuous: She said they had been winning until half-time.

Watch out!

- When something is still true, we can change tense but we don't have to.
✓ The article said that fishing **is/was** the most popular sport in Britain.
- When we are reporting a scientific or historical fact, we don't usually change tense.
✓ Alan told me that Queen Victoria **hated** Gladstone, the Prime Minister.
- Although we can usually leave out *that* (Alan told me **(that)** Queen Victoria ...), we cannot leave out *that* after the verbs *reply* and *shout*.
✓ I replied **that** going swimming in such cold water was a ridiculous idea.

Reported speech: modal and semi-modal changes

- If the reporting verb is in the past (eg *said*), we sometimes have to change modals and semi-modals.
- Could*, *would*, *should*, *ought to*, *had better* and *need* do not change.
✓ 'I **could** swim when I was three,' said Lizzie. → Lizzie said that she **could** swim when she was three.

Direct speech	will/shall	can	must	have to	don't/doesn't have to	mustn't	may	am/is/are going to
Reported speech	would	could	must had to be to should	had to	didn't have to	mustn't be not to shouldn't	might	was/were going to

Watch out!

- When we are expressing obligation, *must* in direct speech usually changes to *had to*, *be to* or *should* in reported speech.
✓ 'You **must** do what the referee tells you,' said the coach. → The coach said that we **had to / were to / should** do what the referee told us.
- When we are expressing obligation, *mustn't* can become *mustn't*, *be not to* or *shouldn't*.
✓ 'You **mustn't** cheat under any circumstances!' → We were told that we **mustn't / were not to / shouldn't** cheat under any circumstances.
- Must* doesn't usually change to *had to* or *should* when we are expressing probability.
✓ 'It **must** have felt wonderful when they won!' said Dave. → Dave said that it **must** have felt wonderful when

Reported speech: pronoun and determiner changes

Direct speech	Reported speech
my: It's my turn.	his/her: Eddie pointed out that it was his turn.
this/that + noun: I bought this fishing rod yesterday.	the/that: Linda said she'd bought the fishing rod the day before.
this/that + verb: This is a great game!	it/that: Tony said it was a great game.
these/those + noun: Look at these baseball gloves!	the/those: Alison told us to look at the baseball gloves.
these/those + verb: These are the best baseball gloves I've ever seen.	they: She said they were the best baseball gloves she'd ever seen.
verb + these/those (without an object): I've had these for years.	them: She said she'd had them for years.

Watch out!

- We do not need to change time words/phrases when the information is still true at the moment of speaking/writing.
✓ 'I'll see you at the match next week,' said Dave. → Dave told us he'd see us at the match next week.
- In narratives, writers often use direct speech time words and phrases for dramatic effect.
✓ Carlo turned to Fraser and said that, **here**, **now**, they would decide who the champion was once and for all.

Reported speech: time and place changes

Direct speech	Reported speech	Direct speech	Reported speech
here	there	now, at the moment	then, at that moment
tomorrow	the following/next day, the day after	next week/year/etc	the following/next week, the week after
tonight	that night	last week/year/etc	the week before, the previous week
yesterday	the day before, the previous day	ago	before, previously, earlier

Reported questions

- With reported questions, we make the same changes regarding tense, pronoun and time and place word/phrases as we do with reported speech.
- In reported questions we don't use the question form or question marks.

Direct speech	Reported speech
Questions beginning with the verbs <i>have</i> , <i>do</i> , <i>be</i> and modals 'Do you want to play Monopoly?' asked Cheryl.	Cheryl asked if/whether we wanted to play Monopoly.
Questions with <i>what</i> , <i>who</i> , <i>which</i> , <i>when</i> , <i>where</i> , <i>why</i> and <i>how</i> 'What time did the match start?' asked Jimmy.	Jimmy asked Andrea what time the match had started .

Watch out!

- The structure question word + infinitive is very common with reported questions.
- ✓ She asked me **how to tune** a piano.
 - ✓ He asked me **what to do**.

Reported commands and requests

Direct speech	Reported speech
Commands 'Put the cricket bats away!' said Alex.	tell / command / order / instruct + sb + full infinitive Alex told me to put the cricket bats away.
Requests 'Would you put the cricket bats away?' asked Alex.	ask + sb + full infinitive Alex asked me to put the cricket bats away.

Reporting verbs

Different reporting verbs take different grammatical patterns. Some verbs can take more than one pattern, eg *deny doing*, *deny sth*, *deny (that) ...*

Common reporting verbs include: *accuse*, *agree*, *apologise*, *ask*, *beg*, *claim*, *command*, *cry*, *deny*, *explain*, *instruct*, *order*, *promise*, *refuse*, *reply*, *respond*, *say*, *shout*, *state*, *suggest*, *tell*, *whisper*

A Complete each second sentence so that it has a similar meaning to the first sentence.

- 1 Jimmy said that he definitely wasn't going to the match on Saturday.
....., ' said Jimmy.
- 2 Alison told Ben that he'd forgotten to do the washing-up.
....., Ben!' said Alison.
- 3 Jason admitted that he had been lying when he'd said he had nothing to do with the breakages.
'Actually, I, ' admitted Jason.
- 4 Paul told me that Dawn hadn't been particularly hard-working when she was at university.
'....., ' said Paul.
- 5 Sharon shouted that she hadn't finished yet.
'.....!' shouted Sharon.
- 6 Rudy said he'd meet us all at the café in half an hour.
'....., ' said Rudy.
- 7 Belinda's mum told her that she didn't have to eat her sprouts if she didn't want to.
'....., Belinda,' said her mum.
- 8 Sebastian announced that he and Tristan were going to set up a website.
'Tristan, ' announced Sebastian.
- 9 Karen asked Diana when she had got married.
'....., Diana?' asked Karen.
- 10 Freda asked Bjorn if she could borrow his bike for a couple of hours.
'Bjorn,?' asked Freda.

B Circle the correct word or phrase. If both are correct, circle both.

- 1 When I told Mr Peters that the dog **has** / **had** eaten my homework, he didn't believe me.
- 2 Adam told me that his girlfriend **doesn't** / **didn't** eat meat at all.
- 3 When I saw Ed yesterday morning, he told me that he **is** / **was** going to look at a flat in the afternoon.
- 4 Roger told me about the pop quiz. He said his team **were** / **had been** doing well in the first few rounds, but that it **all went** / **had all gone** wrong with the round about dance music.
- 5 When we watched *Death Watch III*, Paul said he **has** / **had** never seen a worse movie in his life!
- 6 Did Galileo say that the Earth **goes** / **went** round the sun?
- 7 Phil told me on Friday that he **has** / **had** just bumped into Wally Deacon!
- 8 Babs announced to us all last night that she **is** / **was** finally giving up smoking.
- 9 Did you say that you **do** / **did** want sugar in your coffee or not?
- 10 I told Brian last week that the office **isn't** / **wasn't** opening on Tuesday so I don't know why he showed up yesterday morning.

C If the word or phrase in bold is correct, put a tick. If it is incorrect, rewrite it correctly.

- 1 Bob did tell me that he probably **wouldn't** be coming in today.
- 2 Last week he told us that we **don't have to** do that exercise and then yesterday he said **he'd made** a mistake.
- 3 Did you say these bills **had to** be paid before tomorrow?
- 4 Steve said he **could** play guitar when he was two years old. Do you believe that?
- 5 Pauline told my mum that **she'd had better** get a lawyer. I think she's right.
- 6 When we went to the party, Claudia told me that I **must** be on my best behaviour all evening. It was very rude of her, I thought.
- 7 Darren said that Mr Taylor **was to** have forgotten about the meeting, but I'm not so sure. I think he just didn't want to come.

- 8 When I was a teenager, my dad always told me that **I'm not to** stay out later than ten o'clock.
- 9 I was pleased when Jilly told us that she **can** help us paint the flat. If only I'd known then what that meant!
- 10 When I was at school, my English teacher always told us that we **don't have to** pay attention but we **do have to** be quiet.
- 11 The letter they sent six months ago said that they **shall** be in touch again soon. Well, I haven't heard anything since!
- 12 Seven years ago, the Prime Minister stated that his government **will** be corruption-free. It doesn't look that way now, does it?

D Write one word in each gap.

- 1 'Oh no! These shoes don't go with that suit at all!' I actually really liked the shoes but Maureen told me didn't go with the suit I was planning to wear.
- 2 'This play is rubbish!' Susan told us in no uncertain terms that play was rubbish.
- 3 'My sister Chloe's coming to stay for a few days.' Why did Derek say that sister's called Chloe? She's called Clarissa, isn't she?
- 4 'This is *not* what I ordered!' Mike told the waiter – quite rudely in my opinion – that wasn't what he'd ordered.
- 5 'These trainers are far too expensive!' My mum said that trainers were too expensive so I didn't get them in the end.
- 6 'My number's easy. It's 123456.' You don't know Cindy's phone number, do you? She did actually tell me number but I stupidly forgot to write it down.
- 7 'Could you put these on the table?' Mum asked me to put on the table.
- 8 'You won't believe what happened to us last night.' Angus and James told me that house was broken into last night.

E Write one word in each gap.

Then ...

- Seamus:** Hi Marios! It's Seamus. Listen, what are you doing at the moment?
- Marios:** Right now? Nothing much. Why?
- Seamus:** Well, do you remember last week I told you about that new gym? I'm just about to check it out and I wondered if you'd like to come too.
- Marios:** Yeah, great! Umm... to tell you the truth, Seamus, I actually went a couple of days ago. It's really good!
- Seamus:** Did you?
- Marios:** Yeah, well, I'm taking part in the London Marathon next month so I'm trying to get fit.
- Seamus:** Oh, of course you are. Well, you can show me round, then.
- Marios:** Absolutely! Look, I was going to call you yesterday to ask you if you wanted to come with me next time, but something came up.
- Seamus:** No, no problem. Don't worry about it.
- Marios:** Thanks. So, where shall we meet?
- Seamus:** Well, I'm at the office right now and the gym's only a few minutes walk from here. Do you want to come here and we'll go together?
- Marios:** Sure. See you in about half an hour.
- Seamus:** Okay. Bye!
- Marios:** Bye!

Now ...

- 1 Seamus asked Marios what he was doing at moment.
- 2 Marios replied that right he was not doing anything much.
- 3 Seamus mentioned a conversation they'd had the week.
- 4 Marios admitted that he'd been to the gym two days
- 5 Marios reminded Seamus that he was taking part in the London Marathon month.
- 6 Marios told Seamus that he had been planning to call him the day
- 7 Seamus said he was at the office and suggested they meet

F Complete each second sentence so that it has a similar meaning to the first sentence.

- 1 'Carol and I went to a great museum when we were in Italy last month,' said Shirley.
Shirley told her friends that
- 2 'I only washed these trousers yesterday, Tony!' said his mum.
Tony's mum told
- 3 'You have to get all the letters sent off by tomorrow,' said Jake to his secretary as he was leaving.
As he was leaving, Jake told
- 4 'We shall meet you all back here in exactly half an hour from now.'
Mum told me that
- 5 'Luckily I don't have to go into the office this Saturday,' said Olivia.
Olivia said happily that
- 6 'It can't be very nice having all these cars going by all the time.'
Alan commented to Ros that
- 7 'I'll put these in water right now.'
Daniel's mum said that
- 8 'I told Dan two days ago that this report would have to be rewritten,' said Greg.
Greg told Jeanne that

G Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

- 1 'Will you come with me to the concert next Thursday?' Andrea asked Gareth. **go**
Andrea asked Gareth if to the concert the following Thursday.
- 2 'Does the train get in at four o'clock?' asked Pete. **whether**
Pete asked at four o'clock.
- 3 'Have you been talking on the phone all evening, Tim?' asked his dad. **if**
Tim's dad asked on the phone all evening.
- 4 'Are you all coming tomorrow?' Fiona asked us. **whether**
Fiona asked day.
- 5 'Doesn't Jerry live near you anymore?' asked Dominic. **me**
Dominic asked whether any more.
- 6 'Shall I send you an e-mail about it, Trevor?' asked Kevin. **him**
Kevin asked an e-mail about it.
- 7 'Shall I help you do the dishes, Carlo?' said Robert. **offered**
Robert the dishes.
- 8 'Do we really have to go to bed right now?' Toby asked his parents. **did**
Toby asked his parents go to bed right then.

H Circle the correct word or phrase.

- 1 Kostas didn't dare ask Eleni where **had she / she had** been the previous evening.
- 2 I was tempted to ask why **did Ranji want / Ranji wanted** to sit next to Li Han so badly.
- 3 We did ask Carol who **she had / had she** invited but for some reason she wouldn't tell us.
- 4 Can you believe it? Fred actually asked me how **to / could he** send an e-mail!
- 5 No one has asked me why **didn't I / I didn't** come to work yesterday.
- 6 I'm going to ask them what on earth **did they think / they thought** they were doing.
- 7 Ask that man over there who **should we / to** complain to.
- 8 Doug and Sally didn't even ask me how **the website was / was the website** going.

I Write a verb from the box in the correct form in each gap.

attack • do • get • like • make • pass • take • talk • turn • use • want • work

- 1 You'd better ask the security guard how into the building at the weekend.
- 2 That was so nice of them to ask whether I to stay the night.
- 3 I know you asked me the washing-up now but it'll only take a minute, I promise.
- 4 Why did the officer order his men when he knew they were outnumbered?
- 5 I would ask you judgement until you know all the facts.
- 6 I couldn't believe it when Sandy came out and asked me if I drugs before.
- 7 I don't like asking you on a Saturday, but I'm afraid there's no alternative.
- 8 You should have asked your mother which cloth She'd know.
- 9 It was funny when you were asked by the technician how the computer on.
- 10 She very kindly asked me if I fruit cake and said there was a fruit salad if I preferred.
- 11 Go and ask your dad us a coffee, would you?
- 12 I'm sorry, but we've been instructed to reporters under any circumstances.

J Choose the correct answer.

- | | |
|---|---|
| <p>1 Do you deny this with the defendant on the day in question?
A to discuss C of having discussed
B discussing D to have discussed</p> | <p>5 The kids suggested a pizza tonight. What do you think?
A to get C getting
B we'll get D for getting</p> |
| <p>2 Why did you refuse the police officer's questions? It only makes you look guilty!
A to answer C that you answer
B answering D for answering</p> | <p>6 I do agree there simple solution to this problem.
A is no C not to be
B be not D not being</p> |
| <p>3 It's about time Mrs Richards apologised to me me a gossip in front of everybody.
A to have called C that she called
B from calling D for having called</p> | <p>7 Tammy responded that at least she'd never lied to her parents.
A to say C by saying
B that she said D with having said</p> |
| <p>4 She may claim a PhD but nobody's ever actually seen the certificate.
A having C to have
B for having D if she has</p> | <p>8 I'm begging
A you to stay C your staying
B that you stay D you for staying</p> |

K Write one word in each gap.

Hobbies

The next time someone asks me (1) my hobbies are, or, indeed, (2) I have any hobbies, I'm tempted to refuse (3) answer. Better still, I'll turn the question round and ask them to (4) me what *their* hobbies are. Doubtless they'll claim to (5) an avid collector of rare postage stamps, or an expert builder-of-cathedrals-out-of-matchsticks, but I shan't believe it. I don't think we should deny (6) any longer: the hobby is dead. I would like to suggest (7) , from now on, the word 'hobby' is erased from our vocabulary. You may accuse me (8) being naïve, but I strongly believe the facts support my case. Ask any teenager – or adult, for that matter – how they (9) their spare time. They'll respond (10) a list of activities – going to the gym, playing computer games, watching TV, downloading music, hanging out with friends, surfing the Internet, going to the pub, playing football – none of which can sensibly be called a hobby.