

Used to express what another person said.

Direct speech are the actual words.

→ 'I'm leaving'

Reported speech is what a third person says

→ He said he was leaving

We will divide them into 4 groups:

1. Statements
2. Yes/No questions
3. WH-questions
4. Imperative
5. Other cases

1. Statements

What did he say?

'I'm sorry for everything I have done'

1. 'I'm never wrong'

2. 'I will build a wall next year'

6. 'I can't remember the last time I apologized'

5. 'I have one of the greatest memories of all times'



4. 'Everyone has read my book'

3. 'The Mexicans must pay for the wall before the end of this year'

Reporting verbs:

1. He **said** that ...
2. He **said to me** that...
3. He **commented** that ...
4. He **told** me that ...
5. He **announced** that ...
6. He **explained** that...

2. Yes/No questions

You met Dave a few weeks ago. Tell your friends what he asked you

1. 'Did you come by car?'

2. 'Are you leaving now?'



3. 'Do you come here often?'

4. 'Are you coming back next week?'

REPORTING VERBS

1. He **wondered** if/whether...
2. He **asked** if/whether...
3. He **inquired** if/whether...
4. He **wanted to know** if/whether...

3. WH- questions

This is Natalie. You met her before Christmas. Here are a few things she asked you.

1. 'What's your name?'

2. 'How old are you?'



3. 'Where do you live?'

4. 'What are you into?'

REPORTING VERBS

1. She **wondered** ...
2. She **asked** ...
3. She **inquired** ...
4. She **wanted to know** ...

4. Imperative sentences and requests

You receive orders
non-stop from your boss.
You are complaining
about it with your friends.

1. 'Read this now'

2. 'Don't forget to
post this today'

3. 'Don't be late'

8. 'You may leave if
you are done'

7. 'Ask anyone if
you have a
problem'



4. 'Send this email
this morning'

5. 'Do this before
next week'

6. 'Learn how to use the
scanner soon'

REPORTING VERBS

1. He **told** me ...
2. He **reminded** me ...
3. He **forbade** me ...
4. He **asked** me ...
5. He **ordered** me ...
6. He **encouraged** me...
7. He **advised** me to...
8. He **allowed** me to...



For adverb changes,
pronoun changes and
modal verbs, look at
your **book**, page 125

Other reporting verbs: **permit, want, invite, force,...**

5. Other cases

a. **Agree/Promise/Offer** + infinitive

She **offered** to

She **agreed**

b. **Suggest / Recommend**

She **suggested** going

She **suggested** that we **should** finish

She **suggested** that we **stop** (infinitive without to)

He **recommended** leaving soon

He **recommended** that she **should** leave

He **recommended** that she study more


c. You **must** / **should** read this!

She **advised** me....

Complete these charts making all the possible changes

DIRECT SPEECH 		INDIRECT or REPORTED SPEECH	
Simple Present	'I am hooked on in this program', he said	Past Simple	He said he hooked on that program
Present Continuous	'I am watching it', he said	Past Continuous	He told me heit
Past Simple	'I saw you', he said	1.Past simple →	1.He said he me
		2.Past Perfect →	2.He said he me
Past Continuous	'I was reading ', he said	Past Continuous	He said he
Present Perfect	'I have heard thunder, he said	Past Perfect	He told me hethunder
Past Perfect	'I had never seen this before', he said to me	Past Perfect	He said hebefore
Future	'I'll go ', he said	Conditional	He told me he
Conditional	'I would do it if I could ', he said	Conditional	He said heit if he
Can	'I can't help it', he said	Could	He said heit
May / Might	'It may rain', he said	May / Might	He said it
Could	'I could do it', he said	Could	He said he
Should	'You should go', he said	Should	He said Igo
Must (supposition)	'You must be really tired', he said	Must (supposition)	He said Ireally tired
Must (orders)	'You must stay', he told me	Had to	He told me I stay

Look at these changes in pronouns, time and place expressions

DIRECT SPEECH 	INDIRECT or REPORTED SPEECH
'I'm not leaving today ', he said	He said was not leaving
' My husband is here ', she said	She said husband was
' My friend loves this ', he said	He saidfriend loved
' We 'll take these mobiles', they said	They said would take mobiles
' We 've just arrived now ', they said	They said had just arrived
'I got lost yesterday ', he told me	He said to me had got lost/
' My grandma fell last week ', he said	He said grandma (had) fallen...../
'I'm leaving tomorrow ', he announced	He said was leaving//
' We are going to travel to Istanbul next week ', they said	They said were going to travel to Istanbul//