

«Reporting verb + that»

1. Complete the reported speech using the verbs below.

*add * complain * explain * predict * insist*

1. 'I will definitely pass all my exams with the highest grades.'
He _____ **that** he would pass all his exams with the highest grades.
2. 'The manager is never on time for our morning meetings.'
She _____ **that** the manager was never on time for their morning meetings.
3. 'And furthermore, the new office rules are completely strict.'
He _____ **that** the new office rules were completely strict.
4. 'Let me show you the exact reason why this machine stopped working.'
She _____ why the machine had stopped working.
5. 'I demand to speak to the director right now!'
He _____ **that** he had to speak to the director immediately.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*add * complain * explain * predict * insist*

1. 'It is going to rain heavily this afternoon, so take an umbrella.'
She _____
2. 'My coffee is completely cold and tastes awful.'
He _____
3. 'The computer system crashed because of a sudden power outage.'
The technician _____
4. 'I didn't take your notebook, and I won't repeat it again!'
She _____
5. 'Also, we must finish this report before Friday evening.'
He _____

«Reporting verb + to / (not) to + infinitive»

1. Complete the reported speech using the verbs below.

*offer * refuse * agree * promise * threaten*

1. 'I will help you carry these heavy bags to the car.'
He _____ **to help** me carry the heavy bags to the car.
2. 'No, I am not going to sign this unfair contract under any circumstances.'
She _____ **to sign** the unfair contract.
3. 'Okay, I will share my presentation notes with you for the exam.'
He _____ **to share** his presentation notes with me.
4. 'I will definitely call you as soon as I arrive at the hotel.'
She _____ **to call** me as soon as she arrived at the hotel.
5. 'If you don't return my book tomorrow, I will tell everyone your secret.'
He _____ **to tell** everyone my secret if I didn't return his book.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*offer * refuse * agree * promise * threaten*

1. 'Would you like me to make a cup of hot coffee for you?'
She _____
2. 'I will never speak to him again after what he did.'
He _____
3. 'Yes, I can drive you to the railway station this evening.'
She _____
4. 'I give you my word that I will finish the project by Friday.'
He _____
5. 'Stop making noise, or I will call the security guard.'
The neighbour _____

«Reporting verb + object + (not) to + infinitive»

1. Complete the reported speech using the verbs below.

*advise * beg * encourage * remind * urge * warn*

- 'You really should study abroad for a semester.'
She _____ **me to study** abroad for a semester.
- 'Please, please, help me with this difficult assignment!'
He _____ **me to help** him with the difficult assignment.
- 'Don't forget to lock the front door before you leave.'
She _____ **me to lock** the front door before leaving.
- 'Be careful! The ice on the sidewalk is extremely slippery.'
He _____ **me not to walk** on the slippery ice.
- 'You must apply for this scholarship right now; it's a great chance.'
She _____ **me to apply** for the scholarship.
- 'Keep practicing your pronunciation every single day.'
He _____ **us to keep** practicing our pronunciation.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*advise * beg * encourage * remind * urge * warn*

- 'I strongly recommend that you see a doctor about your cough.'
She _____
- 'Don't touch that hot pan, you will burn your hand!'
He _____
- 'Please lend me your car for just one hour, I'm begging you.'
She _____
- 'Remember to bring your passport to the airport tomorrow.'
He _____
- 'You can do this! Don't give up on your art project.'
She _____
- 'We must start moving immediately if we want to catch the train.'
He _____

«Reporting verb + (not) -ing form»

1. Complete the reported speech using the verbs below.

*admit * deny * recommend * suggest * propose*

- 'Yes, it was me who left the office door unlocked last night.'
He _____ **leaving** the office door unlocked the previous night.
- 'No, I did not break your favourite ceramic coffee mug!'
She _____ **breaking** my favourite ceramic coffee mug.
- 'You should really try reading this historical novel; it's fascinating.'
He _____ **reading** the historical novel.
- 'Why don't we order some pizza for dinner instead of cooking?'
She _____ **ordering** some pizza for dinner instead of cooking.
- 'I plan to organize a surprise birthday party for our colleague next week.'
He _____ **organizing** a surprise birthday party for our colleague.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*admit * deny * recommend * suggest * propose*

- 'Okay, I made a mistake in the financial calculations.'
He _____
- 'I have never seen this confidential document before in my life.'
She _____
- 'Visiting the national museum on Sunday is a wonderful idea.'
He _____
- 'You really ought to try the local seafood at this restaurant.'
She _____
- 'Let's launch the new marketing campaign early next month.'
He _____

«Reporting verb + preposition + (not) -ing form»

1. Complete the reported speech using the verbs below.

*admit to * apologise for * complain about * insist on * criticise for*

1. 'I am so sorry that I broke your favourite coffee mug.'
He _____ **breaking** my favourite coffee mug.
2. 'Yes, I actually made a terrible mistake in the financial report.'
She _____ **making** a mistake in the financial report.
3. 'The food in this cafeteria is completely cold and tasteless every day.'
He _____ the food in the cafeteria **being** tasteless.
4. 'You shouldn't have spent so much money on these expensive shoes.'
She _____ me **spending** so much money on the shoes.
5. 'I will definitely pay for everyone's dinner tonight, no arguments.'
He _____ **paying** for everyone's dinner.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*admit to * apologise for * complain about * insist on * criticise for*

1. 'I am truly sorry for arriving so late to the meeting.'
She _____
2. 'You always leave the kitchen in a complete mess after cooking.'
He _____
3. 'Okay, I took your laptop without asking for permission.'
She _____
4. 'No, we must walk all the way to the station; I won't take a taxi.'
He _____
5. 'The internet connection here is constantly dropping and working too slowly.'
She _____

«Reporting verb + object + preposition + (not) -ing form»

1. Complete the reported speech using the verbs below.

*accuse (somebody) of * blame (someone) for * criticise (someone) for*

1. 'You are the one who stole the confidential documents from the safe.'
He _____ **me of stealing** the confidential documents from the safe.
2. 'It is entirely your fault that we missed the beginning of the concert.'
She _____ **me for missing** the beginning of the concert.
3. 'Why on earth did you choose to wear such casual clothes to the formal event?'
He _____ **her for wearing** casual clothes to the formal event.
4. 'You leaked our company's secret strategy to our main competitors!'
She _____ **him of leaking** the company's secret strategy.
5. 'You ruined the whole presentation by interrupting the speaker constantly.'
He _____ **me for ruining** the presentation by interrupting the speaker.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*accuse (somebody) of * blame (someone) for * criticise (someone) for*

1. 'You broke my new laptop because you were careless!'
She _____
2. 'You are lying to the police to protect your brother.'
The detective _____
3. 'You always spend too much money on unnecessary gadgets.'
He _____
4. 'You lost the keys to the front office.'
The manager _____
5. 'You didn't submit the quarterly report on time.'
The director _____

«Reporting verb + that + should clause or subjunctive clause»

1. Complete the reported speech using the verbs below.

*request * insist * propose * recommend * suggest*

1. 'You should really read this inspiring novel before the exam.'
She _____ **that** I should read the inspiring novel before the exam.
2. 'I demand that everyone arrive at the office before nine o'clock.'
He _____ **that** everyone arrives at the office before nine o'clock.
3. 'Why don't we organize a team-building event this weekend?'
She _____ **that** we organize a team-building event this weekend.
4. 'I formally ask that the management review our salary proposals.'
He _____ **that** the management should review the salary proposals.
5. 'It would be best if you visited the historical museum during your trip.'
She _____ **that** you visit the historical museum.

2. Write reported statements for the direct speech using the correct form of the verbs below.

*request * insist * propose * recommend * suggest*

1. 'We must ensure that every safety rule is followed strictly.'
The director _____
2. 'Could you please send me the final report by tomorrow morning?'
She _____
3. 'Let's postpone the outdoor meeting because of the bad weather forecast.'
He _____
4. 'I strongly advise you to try the local traditional dishes here.'
She _____
5. 'I strictly require that he apologize for his rude behaviour.'
He _____