

**Complete the conversations. Use the correct reported speech form of the words in brackets.**

**1 A** Did she say that ('I want to negotiate a new contract of employment.')

\_\_\_\_\_

**B** No, she said ('I want to extend my present contract.')

\_\_\_\_\_

**2 A** Carlos asked me if ('Has Jim read my report?')

\_\_\_\_\_

**B** I spoke to him. I told him ('He hasn't received it.')

\_\_\_\_\_

**3 A** Irma said that ('I'll work late today if necessary.')

\_\_\_\_\_

**B** That's strange. She told me ('I'll have to be home by six.')

\_\_\_\_\_

**4 A** Bob and Sandra said ('We might go to Portugal this year.')

\_\_\_\_\_

**B** I thought Sandra said ('I'm tired of Portugal.')

\_\_\_\_\_

**5 A** The manager asked me whether ('Can you come in early tomorrow?')

\_\_\_\_\_

**B** He asked me, too. I told him ('I can't.')

\_\_\_\_\_

**6 A** My boss told me ('I have finished checking the figures.')

\_\_\_\_\_

**B** And did he tell you ('There is no problem with them.')

\_\_\_\_\_

**Complete the conversations. Choose the correct form of the verbs (a, b, or c).**

- 1 **A** Luca told me he \_\_ a week before he resigned.  
**a** had left                       **b** was leaving                       **c** had been leaving
- B** Did he? Just a month ago, he told me he \_\_ happy here.  
**a** is                       **b** was being                       **c** was
- 2 **A** A long time ago, Charles asked me if I \_\_ our new catalogue.  
**a** would prepare                       **b** will prepare                       **c** am preparing
- B** Yes, he told me that you \_\_ the best person to do it.  
**a** have been                       **b** were                       **c** had been
- 3 **A** Gary! The manager said that you \_\_ to Paris.  
**a** go                       **b** had gone                       **c** had been going
- B** That was the plan, but then Ahmed told us that he \_\_ instead.  
**a** would go                       **b** had gone                       **c** went
- 4 **A** Keiko asked me if I \_\_ the invoices from Travers. Is there a problem?  
**a** could check                       **b** check                       **c** am checking
- B** Well, she told me she \_\_ some errors in them last month.  
**a** would find                       **b** was finding                       **c** had found
- 5 **A** Who told you that our guests \_\_ yet?  
**a** hadn't arrived                       **b** didn't arrive                       **c** wouldn't arrive
- B** Stella said that they \_\_ until tomorrow.  
**a** didn't come                       **b** wouldn't come                       **c** hadn't come
- 6 **A** The board have asked me if I \_\_ the new contract we're hoping for.  
**a** was negotiating                       **b** had negotiated                       **c** could negotiate
- B** Did you tell them that you \_\_ several contracts in your last job?  
**a** have negotiated                       **b** were negotiating                       **c** had negotiated
- 7 **A** The judge asked me if I \_\_ the man before.  
**a** would see                       **b** had seen                       **c** will see
- B** But you'd already said that he \_\_ unknown to you.  
**a** was                       **b** would be                       **c** was being