

# Friendly Reminders

## REPORTING COMMANDS/REQUESTS/SUGGESTIONS

To report commands, requests, suggestions or instructions, we use an **introductory verb** (advise, ask, beg, instruct, urge, offer, order, suggest, tell, etc.) followed by a **to-infinitive**, an **-ing form** or a **that-clause** according to the introductory verb.

"Touch your toes," he said to us.

"Don't lie down," he said to us.

"Can I go out?" he said.

"Please, lend me some money," he said to her.

"Please, please, forgive me!" she said.

"Let's play football," he said.

"Put all the ingredients in the bowl," she told him.

He **told us to touch** our toes. (command)

He **told us not to lie** down. (command)

He **asked me to go out**. (request)

He **asked her to lend** him some money. (request)

She **begged me to forgive** her. (beg)

He **suggested playing** football. (suggestion)

She **told him to put** all the ingredients in the bowl.



### A- Report what the flight attendant told the passengers before takeoff.



The flight attendant told / asked them...

1. ....
2. ....
3. ....
4. ....
5. ....
6. ....

### B- Turn the following into reported speech.

1 "You must hand in your essays tomorrow."

The teacher told the students ....

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 told her....

5 "We **can** meet next Monday." She told him....

B- Mike went for an interview for a job at the summer camp. Report Mr Gibson's questions.



Mr Gibson asked Mike....

1. why he wanted to work for Sunny Summer Camp

2. ....

3. ....

4. ....

5. ....

6. ....

7. ....

8. ....

Coffee in  
one hand,  
Confidence  
in the other.

