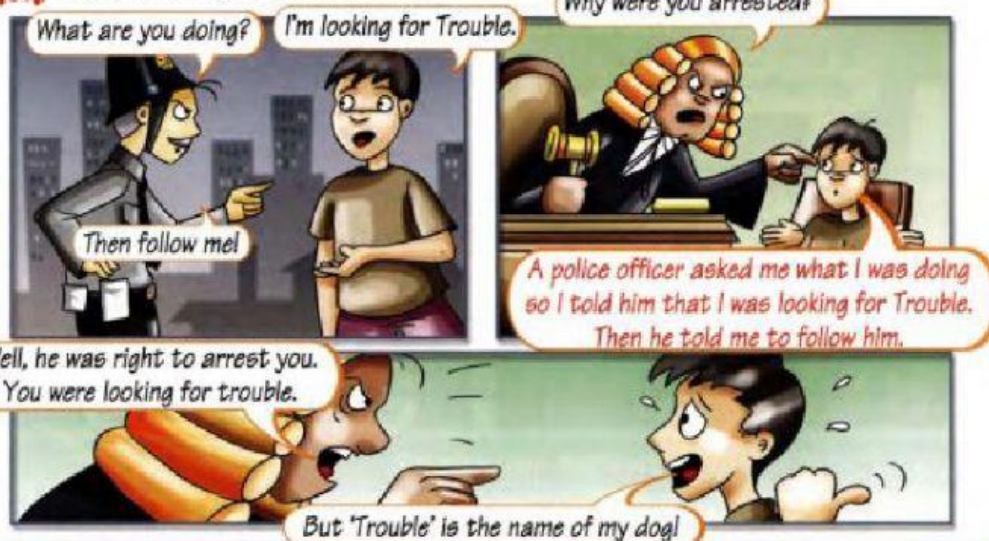




Listen and repeat. Then act out.



We can report: A. statements B. questions C. commands, requests, suggestions

### Reported Statements

- To report statements we use a reporting verb (**say, tell, advise, explain, promise,** etc.) followed by a **that**-clause. In spoken English **that** may be omitted.
- Pronouns and possessive adjectives change according to the meaning.  
 Direct speech: He said, "I can't fix it myself."  
 Reported speech: He said **he** couldn't fix it **himself**.
- Certain words change as follows:

Direct speech	this / these	here	come
Reported speech	that / those	there	go

Note that:

can changes to **could**  
 will changes to **would**  
 may changes to **might**  
 must changes to **had to**

"This is my book," he said. He said **that** was his book.

- When the reporting verb is in the past, the verb tenses change as follows:

Direct speech	Reported speech
<b>Present Simple</b> "I want to go to bed early," she said.	<b>Past Simple</b> She said she <b>wanted to</b> go to bed early.
<b>Present Continuous</b> "She's speaking to Joe," he said.	<b>Past Continuous</b> He said she <b>was speaking</b> to Joe.
<b>Present Perfect</b> "I've bought you some flowers," she said.	<b>Past Perfect</b> She said she <b>had bought</b> me some flowers.
<b>Past Simple</b> "He lost all the money," she said.	<b>Past Perfect</b> She said he <b>had lost</b> all the money.
<b>Future</b> "I'll see you later," he said.	<b>Conditional</b> He said he <b>would see</b> me later.

- Time expressions change as follows:

Direct speech	Reported speech
tonight, today, this week / month / year	that night, that day, that week / month / year
now	then, at that time, at once, immediately
now that	since
yesterday, last night / week / month / year	the day before, the previous night / week / month / year
tomorrow, next week / month / year	the day after, the next / following day, the next / following week / month / year
two days / months / years, etc., ago	two days / months / years, etc., before
"He arrived last week," she said.	She said (that) he had arrived the previous week.

- There are no changes in verb tenses when the reporting verb is in the Present, Future or Present Perfect tense or when the sentence expresses something which is always true.

<b>Direct speech</b>	She'll say, "I can do it."	"The Earth is round," said the teacher.
<b>Reported speech</b>	She'll say (that) she can do it.	The teacher said (that) the Earth is round.

- The Past Continuous does not usually change.

<b>Direct speech</b>	"I was travelling to Brighton while she was flying to the USA," he said.
<b>Reported speech</b>	He said he was travelling to Brighton while she was flying to the USA.

- Certain modal verbs do not change in Reported speech. These are: **would, could, might, should, ought to.**

<b>Direct speech</b>	"He might visit us," Mum said.
<b>Reported speech</b>	Mum said (that) he might visit us.



2 Report what the guests said at a wedding last Saturday.

1 They'll make a lovely couple.

2 They're going to live in Brighton.

3 The bride and groom are very nice young people.

4 The bride is wearing a beautiful wedding dress.

5 The couple's parents look happy.

6 The bride's father has bought them a big flat.

- 1 Miss Moore *said (that) they would make a lovely couple.*
- 2 Mr Smith .....
- 3 Mrs Jones .....
- 4 Mr Roberts .....
- 5 Mr Clarke .....
- 6 Miss Mayall .....

5 Report the police officer's questions to the shop owner.

1 What's your name?

2 Did you see the robbers?

3 What were they wearing?

4 How do you think they got in?

5 What did they take?

6 Has this ever happened before?

- 1 *The police officer asked him what his name was.*
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....

### Reported Commands / Requests / Suggestions

- To report commands, requests, suggestions, etc. we use a reporting verb (**order, ask, tell, beg, suggest,\*** etc.) followed by **to infinitive** or **not to infinitive**.

(\***suggest** is followed by the **-ing form**. e.g. He said, "Shall we go by bus?" He suggested **going** by bus.)

<b>Direct speech</b>	He said to me, "Get out of the house!"	He said to me, "Don't touch it!"
	She said to me, "Do me a favour, please."	She said to him, "Please, please don't hurt me."
<b>Reported speech</b>	He ordered me <b>to get out</b> of the house.	He told me <b>not to touch</b> it.
	She asked me <b>to do</b> her a favour.	She begged him <b>not to hurt</b> her.

### 6 Use the verbs in the list in the *past simple* to complete the sentences.

tell	suggest	beg	ask	order
1 "Close the door, please," Ann said to Jack. Ann .... <i>asked</i> .... Jack to close the door.				
2 "Let's go shopping," she said to me. She ..... going shopping.				
3 "Please, please don't go," he said to Mary. He ..... Mary not to go.				
		4 "Get out of the car!" he said to them. He ..... them to get out of the car.		
		5 "Don't touch anything," she said to him. She ..... him not to touch anything.		

### 7 Report what Mrs Lane told her daughter, Sue, to do.



1 Don't open the door to anyone!

2 Phone me if there's an emergency!

3 Don't let the twins eat any sweets!

4 Send the twins to bed at 9 o'clock!

5 Give the twins a bath before they go to bed!

6 Don't allow the dog into the twins' bedroom!

7 Close all the windows!

8 Put the toys away in the cupboard!

- 1 Mrs Lane told Sue not to open the door to anyone, .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....



## Reporting Verbs

Reporting verb	Direct speech	Reported speech
<b>to infinitive</b> offer promise refuse	"Shall I carry the bags?" "I promise I'll be back early." "No, I won't buy you a computer."	He <b>offered to carry</b> the bags. He <b>promised to be</b> back early. She <b>refused to buy</b> me a computer.
<b>+sb + to infinitive</b> advise ask beg order warn	"You should see a doctor." "Could you feed the dog?" "Please, please help me!" "Go to your room." "Don't play with matches."	He <b>advised me to see</b> a doctor. She <b>asked me to feed</b> the dog. She <b>begged me to help</b> her. She <b>ordered me to go</b> to my room. She <b>warned me not to play</b> with matches.
<b>+ -ing form</b> suggest	"Let's visit Sally."	"She <b>suggested visiting</b> Sally."
<b>+ that</b> explain	"I'm going to stay with my sister."	She <b>explained that</b> she was going to stay with her sister.

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## Reported Speech

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Choose a reporting verb and turn the following into *reported speech*.

advised   asked   suggested   ordered   explained   promised   offered   refused

- 1 "I think you should exercise more," the doctor said to me.

*The doctor advised me to exercise more.*

- 2 "I will not answer your questions," the actor said to him.

- 3 "I really will phone this evening," he said.

- 4 "Let's go to the cinema," he said to her.

- 5 "Could you do something for me?" he said to her.

- 6 "Go to your room immediately and do your homework," she said to her son.

- 7 "You will be paid twice a month," her boss said.

- 8 "Would you like me to drive you into town?" she said to me.

- 10 Match the sentences in column A to the correct reporting verb in column B. Then rewrite the sentences in *reported speech* as in the example:

- 1 ☐ c "No, I won't do it," she said.  
 2 ☐ "Let's go for a walk," he said.  
 3 ☐ "Please, please don't hurt me!" she said to the robber.  
 4 ☐ "Don't go near the campfire because it's dangerous," she said to Ben.  
 5 ☐ "I'll buy you a bicycle for your birthday," his father said.

- a warn  
 b beg  
 c refuse  
 d promise  
 e suggest

- 1 *She refused to do it.*  
 2 .....  
 3 .....  
 4 .....  
 5 .....

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- 12 Write what the family said at the dinner table.

1 Does anyone want some more potatoes?

2 Pass me the orange juice, please Beth.

3 The chicken is very tasty.

4 I'm going to start my diet tomorrow.

5 Don't eat with your mouth open, Sam!

10 I don't want anything else to eat.

9 What are we having for dessert, Bob?

8 I'm very hungry because I only had a sandwich for lunch today.

7 Is there any more salad, Mum?

6 This is the best dinner I've ever had!

- 1 Mother *asked if anyone wanted some more potatoes.*  
 2 Father .....  
 3 Beth .....  
 4 Grandfather .....  
 5 Grandmother .....  
 6 Tim .....  
 7 Jean .....  
 8 Mark .....  
 9 Helen .....  
 10 Bob .....

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### Whisper!

Students, in turn, whisper an untrue statement to the person sitting next to them. When a student can't report a statement or think of a new one he/she loses his/her turn.

S1: (whispers) I'm going on holiday next week.

S2: He said he was going on holiday the following week.  
(whispers) I have never eaten cheese, etc.



### Speaking Activity

(Reporting people's words)

Work in groups. Imagine you are watching TV. Your partners are a reporter and a famous singer. Listen to their interview, then report it to the class. Use **reported speech**. Talk about:

- how old / start singing
- how many songs / new album has
- how often / go there
- when / make first album
- which / favourite city
- what / like doing in free time
- who / favourite singer

A: How old were you when you started singing?

B: I started singing at the age of twelve, etc.

The reporter asked the famous singer how old she had been when she had started singing. She said she had started singing at the age of twelve, etc.



### Writing Activity

Imagine you are the reporter in the Speaking Activity. Write a short article for the magazine you work for using the information from the Speaking Activity.

This week's interview is with Mirella Rossi, the famous singer. I first asked her how old she

.....

.....

.....

.....

.....

4 Write what the people said.



- 1 Joe *asked Sally if she could pass him the ketchup.*
- 2 James .....
- 3 Chen .....
- 4 Peter .....
- 5 Ted .....
- 6 Sally .....
- 7 Ricardo .....
- 8 Paul .....

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5 Complete the sentences using the words given in bold.

- 1 Don't touch that wire," he said to me.  
**WARNED** He *warned me not to touch that wire.*
- 2 "Where is my book?" she said to him.  
**ASKED** She .....
- 3 "You should stop eating junk food," my friend said to me.  
**ADVISED** My friend .....
- 4 "Put your hands up," the police officer said to them.  
**ORDERED** The police officer .....
- 5 "Shall I help you with your homework?" my brother said to me.  
**OFFERED** My brother .....