

## FCE – Reported Speech

Direct Speech	Reported Speech
<b>Present Simple</b> "I <u>work</u> as a sales representative."	<b>Past Simple</b> She said she _____ as a sales representative.
<b>Present Continuous</b> "I'm <u>writing</u> an important email."	<b>Past Continuous</b> He said he _____ an important email.
<b>Present Perfect Simple</b> "I <u>have tried</u> eating insects in Asia."	<b>Past Perfect Simple</b> She said she _____ eating insects in Asia.
<b>Present Perfect Continuous</b> "I <u>have been working</u> for hours."	<b>Past Perfect Continuous</b> She said she _____ for hours.
<b>Past Simple</b> "I <u>missed</u> the flight last night."	<b>Past Perfect Simple</b> He said he _____ the flight the night before.
<b>Past Continuous</b> "We <u>were living</u> in Paris at that time."	<b>Past Perfect Continuous</b> They said they _____ in Paris at that time.
<b>be going to</b> "I <u>am going to</u> tell you a story."	<b>was / were going to</b> He said he _____ to tell me a story.
We don't report Past Perfect Simple or Continuous "I <u>had already ordered</u> the pizza when you called." → She said she <u>had already ordered</u> the pizza when I called.	

Direct Speech	Reported Speech
<b>CAN</b> "I <u>can</u> jog, but I <u>can't</u> run."	<b>COULD</b> He said he _____, but he _____.
<b>MAY</b> "I <u>may</u> visit you later."	<b>MIGHT</b> She said she _____ me later.
<b>WILL</b> "I <u>will</u> reply tomorrow."	<b>WOULD</b> She said she _____ the next day.
<b>MUST (obligation, <u>not</u> deduction)</b> "I <u>must</u> get a haircut!"	<b>HAD TO</b> He said he _____ a haircut.
<b>MUSTN'T</b> You <u>mustn't</u> run down the stairs."	<b>MUSTN'T</b> He said I _____ down the stairs.

	Direct Speech	Reported Speech
Present Reference	today this week / month / year	that _____ / week / month / year
Future Reference	tomorrow next week / month / year	the next day / the following day the next _____ / month / year
Past Reference	yesterday last week / month / year	the day before / the previous day the previous week / month _____ the week / _____ / year before

### Reporting questions and commands

#### 1) Reporting Yes / No questions

"Did you eat your veggies?"

→ X ASKED + IF / WHETHER + SUBJECT + REPORTED VERB

She asked \_\_\_\_\_ I \_\_\_\_\_ my veggies.

#### 2) Reporting WH- questions (what / where / when / who / why / how)

"When is the meeting?"

→ X ASKED + WH - WORD + SUBJECT + REPORTED VERB

He asked \_\_\_\_\_ the meeting \_\_\_\_\_

#### 3) Reporting affirmative commands: "Stop the car!"

→ TO + VERB

He told me \_\_\_\_\_ the car.

#### 4) Reporting negative commands: "Don't step on the grass!"

→ NOT + TO + VERB

He told me \_\_\_\_\_ on the grass.