

## FCE – Reported Speech

Direct Speech	Reported Speech
Present Simple "I <u>work</u> as a sales representative."	Past Simple She said she _____ as a sales representative.
Present Continuous "I'm <u>writing</u> an important email."	Past Continuous He said he _____ an important email.
Present Perfect Simple "I <u>have tried</u> eating insects in Asia."	Past Perfect Simple She said she _____ eating insects in Asia.
Present Perfect Continuous "I <u>have been working</u> for hours."	Past Perfect Continuous She said she _____ for hours.
Past Simple "I <u>missed</u> the flight last night."	Past Perfect Simple He said he _____ the flight the night before.
Past Continuous "We <u>were living</u> in Paris at that time."	Past Perfect Continuous They said they _____ in Paris at that time.
be going to "I <u>am going to tell</u> you a story."	was / were going to 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
CAN "I <u>can jog</u> , but I <u>can't run</u> ."	COULD He said he _____, but he _____.
MAY "I <u>may visit</u> you later."	MIGHT She said she _____ me later.
WILL "I <u>will reply</u> tomorrow."	WOULD She said she _____ the next day.
MUST (obligation, <u>not</u> deduction) "I <u>must get</u> a haircut!"	HAD TO He said he _____ a haircut.
MUSTN'T You <u>mustn't run</u> down the stairs."	MUSTN'T 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.