

## ◆ Part 1: Reported Speech – Requests

### General Instructions:

Read each original request and rewrite it using **reported speech**.

Use the correct reporting verb: **said (to)**, **told me**, or **asked me** depending on the case.

### CASE 1 — Positive Requests

#### Instructions:

Rewrite the request using **said to + infinitive** or **told me + infinitive** (positive form).

#### Example:

**Original:** Bring a dictionary tomorrow.

**Reported:**

- He **said to bring** a dictionary tomorrow.
- He **told me to bring** a dictionary tomorrow.

#### Exercises (Case 1):

1. Turn off the lights before you leave.

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2. Finish your homework now.

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### CASE 2 — Negative Requests

#### Instructions:

Rewrite the request using **said + not to** or **told me + not to** (negative form).

#### Example:

**Original:** Don't stay out past midnight.

**Reported:**

- He **said not to stay** out past midnight.
- He **told me not to stay** out past midnight.

#### Exercises (Case 2):

1. Don't touch the wet paint.

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2. Don't forget your ID.

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### CASE 3 — Request Questions

#### Instructions:

Rewrite the question as a **polite request in reported speech**, using **asked me to + infinitive**.

#### Example:

**Original:** Can you play your music more quietly?

**Reported:** He **asked me to play** my music more quietly.

#### Exercises (Case 3):

1. Could you close the window, please?

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2. Can you help me carry these boxes?

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### ◆ Part 2: Reported Speech – Statements

#### General Instructions:

Convert each **direct statement** into a **reported statement**.

Remember to:

- Change the **pronouns** correctly.  
Shift the **verb tense** back  
(present → past, past → past perfect, will → would, can → could, may → might).
- Add **said (that)** or **told me (that)** as needed.

#### CATEGORY 1 — Present → Past

##### Exercises (2 cases):

1. **Direct:** *I don't understand the homework.*

**Reported:** \_\_\_\_\_

2. **Direct:** *We need more time to finish.*

**Reported:** \_\_\_\_\_

#### CATEGORY 2 — Present Perfect → Past Perfect

##### Exercises (2 cases):

1. **Direct:** *I have finished my project.*

**Reported:** \_\_\_\_\_

2. **Direct:** *They have seen that movie before.*

**Reported:** \_\_\_\_\_

### CATEGORY 3 — Past Simple → Past Perfect

#### Exercises (2 cases):

1. **Direct:** *I bought a new laptop yesterday.*

**Reported:** \_\_\_\_\_

2. **Direct:** *She called me in the morning.*

**Reported:** \_\_\_\_\_

### CATEGORY 4 — Future Forms (will → would)

#### Exercises (2 cases):

1. **Direct:** *I will call you later.*

**Reported:** \_\_\_\_\_

2. **Direct:** *He will start a new job next week.*

**Reported:** \_\_\_\_\_

### CATEGORY 5 — Modals (can → could) / (may → might)

#### Exercises (2 cases):

1. **Direct:** *I can help you tomorrow.*

**Reported:** \_\_\_\_\_

2. **Direct:** *She may visit us this weekend.*

**Reported:** \_\_\_\_\_