

INDIRECT SPEECH (REPORTED SPEECH)

1. Statements
2. Questions
 - 2.1. Introduced by a question word: what, where, when, who, why, how.
 - 2.2. YES/ NO questions.
3. Commands

1. STATEMENTS

1. He said, 'They have already seen it'.
2. They said, 'We must write a postcard to her'.
3. He said, 'Nobody can do it'.
4. We said, 'They will finish it'.
5. They said, 'The coffee is ready'.
6. They said, 'We have sold three cars'.
7. He said, 'I break a glass'.
8. They said, 'She has breakfast very early'.
9. She said, 'He didn't give me anything to drink'.
10. He said, 'I have a house in the country'.
11. They said, 'We aren't rich enough'.
12. She said, 'I saw him in the pub'.
13. 'He will come early', they told us.
14. He said, 'I've been waiting for ages'.
15. She said, 'I am studying now'.
16. He said, 'I shall be there'.
17. She said, 'I have seen her today'.
18. 'We will be there tomorrow', they told him.
19. 'I have found my ticket', he told her.
20. We said, 'We will come here'.

Adverbs and adverbial phrases of time change as follows:

now-----then
today-----that day
yesterday-----the day before, the previous day
the day before yesterday-----two days before
tomorrow-----the next day, the following day
the day after tomorrow-----in two days' time
next week/month/year-----the following week/month/year
last week/month/year-----the previous week/month/year
a week/month/year ago-----a week/month/year before, earlier; the previous week/month/year.

Other changes: come--go; bring--take; this---that; these---those; here---there.

2. QUESTIONS

2.1. Question words.

2.2. Yes/ No questions.

1. 'Who has been using my typewriter?', said my mother.
2. 'Do you want to see the cathedral?', the guide told us.
3. 'Would you like to come with us?', they told them.
4. 'How long does it take to get to Edinburgh by coach?', the tourist asked me.
5. 'How much do you think it will cost?', he told her.
6. 'How did you get into the house?', the police asked him.
7. 'Are there any letters for me?', said Mary.
8. 'How long have you been learning English?', the examiner asked me.
9. 'Have you ever seen a flying saucer?', the man told them.
10. 'Where can I park my caravan?', she asked the policeman.
11. 'What are you going to do with your old car?', I asked him.
12. 'Could we speak to the manager?', said the two men.
13. 'Where does she live?', he told me.
14. 'Where did she get out of the bus?', he asked.
15. 'How did they go to England?', they said.
16. He said, 'Did the boys sleep well?'.
17. She asked, 'Who is Anne?'.
18. They asked, 'Where do you buy your books?'.
19. He said, 'Have you been to England?'.
20. I said, 'Where does Mary live?'.
21. I said, 'Will you go shopping tomorrow?'.
22. He said, 'Do you like tennis very much?'.
23. They asked, 'Have you visited this city before?'.
24. He said, 'Did Peter work in the garden yesterday?'.
25. She said, 'Did you see the accident?'.
26. He said, 'What's the time?'.

3. COMMANDS, REQUESTS, ADVICE, SUGGESTIONS: tell, order, ask, invite, advise, warn, ...

1. 'Don't put sticky things in your pockets', said his mother.
2. 'Get into the right lane', said the driving instructor.
3. 'Remember to book a table', said Ann.
4. 'Hold the ladder', he said.
5. 'Read the questions twice', said the teacher, 'and don't write in the margin'.
6. He said, 'Get out of my way'.
7. 'Open your bag, please,' said the store detective.
8. 'Follow that car,' the detective said to the taxi-driver.
9. 'Don't argue with your father', I said.
10. 'Don't eat too much,' I advised her, 'and avoid fried food'.
11. 'Read the notice about life-saving equipment,' advised the air-hostess.
12. 'Don't forget your sandwiches,' said his mother.
13. 'Do something,' she said to me.
14. 'Have confidence in me', urged the doctor.
15. 'Take me up to the 33rd floor,' he said to the liftman.

EXCLAMATIONS

'What a lovely day,' he exclaimed.-----> He exclaimed that it was a lovely day.
He said, 'Thank you.' -----> He thanked me.
He said, 'Welcome.' -----> He welcomed me.
He said, 'Merry Christmas.' -----> He wished me a merry Christmas.
He said, 'Congratulations.' -----> He congratulated me.

SUGGESTIONS

'Shall we go to the cinema?', asked Peter. 'OK', answered Mary.
Peter suggested going to the cinema and Mary agreed/accepted.

MIXED TYPES

When changing a conversation into reported speech statements, questions and exclamations may be involved in the same dialogue, paragraph or even sentence. In such case you should remember that a suitable reporting verb is needed for each part.

i.e. 'I don't know when the new film is starting. Do you?'

He said that he didn't know when the new film was starting and asked me if I did.

i.e. 'Oh dear! It's rather late. Do you think the actor's coming?'

With a sigh, she remarked that it was rather late and asked if we thought the actor was coming.

TURN INTO REPORTED SPEECH:

1. He said, 'Have you got a cigarette? I have lost my packet'. I said, 'I don't smoke'
2. Sam said, 'Drink this. I think it doesn't taste good'. Helen said, 'You are right'.
3. 'Could you show me how to work it? I'm not used to electric typewriters?', she said.
4. 'Let's wait here till the rain stops,' she said. I said, 'All right'.
5. 'Do you know that the shoes you are wearing aren't a pair?', I said. 'Yes, but I was in a hurry this morning and these were the only ones I could find,' he said.
6. 'You pressed the wrong button,' said the mechanic., 'Don't do it again. You might have a nasty accident.'
7. 'Come in and look round. There is no obligation to buy,' said the shopkeeper.
8. 'What about going for a swim?', he said. 'It's quite fine now'. She said, 'O.K.'.

PUT THE FOLLOWING INTO DIRECT SPEECH:

1. He suggested giving her a bottle of wine.
2. I told her to stop playing the guitar.
3. She asked us where we went the day before.
4. He said that if I didn't like escalators I could go up the emergency staircase.
5. They asked me if I had written that letter.

TRANSLATE INTO ENGLISH:

1. Le pregunté cuál era su nombre.
2. Me dijo que se llamaba Peter.
3. Nos dijeron que iban a venir pronto.
4. Nos preguntaron si queríamos jugar al fútbol.
5. Les dijeron que ya habían hecho la tarea.
6. Le pregunté dónde había vivido antes.
7. Me preguntó si había aprobado latín y física y química.
8. Nos preguntaron si podían venir con nosotros.
9. Le preguntó si ella había leído ese libro.
10. Nos pidió que cantáramos una canción.
11. Me pidió que le prestara un lápiz.
12. Le aconsejé que estudiara más.
13. Me pidió que le escribiera una carta.
14. Le respondí que no tenía ganas de escribir.
15. Me dijo que me sentara.
16. Dijo que vería la televisión.
17. Les advertí que no lo hicieran.
18. Le pregunté que si quería venir y me respondió que tenía que ir de compras.