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## Reported speech grammar table

Reported speech is when you tell someone else what you or a person has said before. Distinction should be made between direct speech and reported speech. Direct Speech vs Reported Speech: Direct Speech Reported Speech She Says: I Like Tuna Fish. She says she likes tuna fish. She said: I visit Paris next weekend. She said that she was visiting Paris the following weekend. Different types of sentences When you use reported speech, you either report: statements questions requests/commands other types of A. Reporting statements When you are transforming statements, see if you need to change: pronouns tense location and time expression 1- Pronouns In reported speech, you often need to change the pronoun depending on who says what. Example: She says, My dad likes roast chicken. She says that her father likes roast chicken. 2- Tense If the sentence begins in the present, there is no backshift from tense in reported speech. If the sentence begins in the past, there is often backshift of tense in reported speech. Direct Speech Reported Speech (no backshift) I write poems. He says he writes poems. (backshift) I write poems. He said he had written poems. No background Do not change the tense if the introductory clause is in a current tense (e.g. Note, however, that you may need to change the shape of the current tense verb (third-person singular). Example: He says, I write poems. He says he writes English. Backshift You need to change the tense if the introductory clause is strained in a past (e.g. He said). Example: He said, I'm happy. He said he was happy. Examples of the main changes in tense: Direct Speech reports Speech Simple Present He said: I'm thankfully Simple Past He said that he happily present progressive He said: I was looking for my keys Past Progressive He said that he was looking for his keys Simple Past He said: I visited New York last year Passing Perfect Simple He said that he had visited New York the previous year. Present Perfectly He said: I've lived here a long time past Perfect He said that he lived there for a long time Past Perfect He said: They finished the job when I arrived Past Perfect He said that they finished the job when he arrived Past Progressive He said: I played football when the accident occurred Past Perfect Progressive He said that he was playing football when the accident occurred Past Perfect Progressive He said that he played football for two hours Past Perfect Progressive He said: I was reading a newspaper when the light went off. Passing Perfect Progressive He said that he had read a newspaper when the light from Future Simple (will+verb) he said: I'll open the door. (would+verb) He said he would open the door. Conditional (would +verb) He said: I would buy Mercedes if I were wealthy Conditional He said that he would buy Mercedes if he were wealthy. The modal verbs could, should, perhaps, not, ought, be accustomed to not normally changing. Example: He said, She could be right. He said she could be right. Other modal verbs may change: Modal Direct speech Reported speech I can do it. He said he could do it. may I go out? He wanted to know if he might go out. she must apply for the job. He said that she should apply for the job. they will call you. He told her that they would call her. 3-Place, demonstrations and time expressions Place, demonstrations and time expressions change if the context of the reported statement (i.e. the location and/or the period) differ from that of the direct speech. In the following table, you will find the different changes of place; demonstrations and time expressions. Direct speech reported Speech Time expressions today that day now the day before... days ago ... days before last week the week before next year the following year tomorrow the next day/the next day Place here Demonstrations it that is this B. Report questions When you convert questions, see if you need to change: pronouns location and time expressions tense (backshift) Also note that you: convert the question into an indirect question use the question word (where, when, what, how) or/ or Types of questions Direct speech Reported speech With question word (which, why, where, how...) Why don't you speak English? He asked me why I didn't speak English. Without question word (yes or no questions) Do you speak English? He asked me if / if I spoke English. C. Reporting Requests/Commands When transforming requests and commands, see if you need to change: pronouns location and time expressions Direct speech Reported speech Nancy, do the exercise. He told Nancy to do the exercise. Nancy, give me your pen, please. He asked Nancy to give him her pen. Tense is not relevant to requests – simply use to/not to + verb (infinitive without being) Example: She said, Sit down. She asked me to sit down. She said, don't be lazy – She asked me not to be lazy for affirmative use to + infinitively (without being) For negative requests, use not to + infinitively (without going). D. Other transformational Expressions of advice with should, should and should usually be reported using advice/craving. Example: You should read this book. He advised/encouraged me to read that book. The expression lets us usually be reported using set suggests. In this case, there are two possibilities for reported speech: gerund or statement with should. Example: Let's go to the theater. 1. He suggested he go to the theater. 2. He suggested we should go to the theater. Main clauses related to and/but as two main clauses are connected with 'and' 'but, put ' it to the conjunction. Example: He said, I saw her, but she didn't see me. not. saw her, but that she had not seen him. If the topic is dropped in the second main clause (the conjunction is followed by a verb), do not use 'it'. Example: She said, I'm a nurse and working in a hospital. He said she was a nurse and working in a hospital. Related Pages Exercises on the Reported Speech We often have to tell others what someone else said. There are two ways to do this. One is to say the same words and use quotation marks. This is direct speech. The other method is to summarize, or tell about what someone said. It's called reported speech. Before we get into the rules for reporting speech, here are the terms we use to explain it. Subject noun or pronoun Reporting Verb Conjunction Reported speech clause She said that she wanted a cookie. Rules for reporting speech To get this kind of sentence right, there are four things you should keep in mind: The first line is to choose a reporting verb and tense. When did the speech happen? With current, repeated, or recent events, the reporting verb is in the current tense. He says he's hungry, so let's go to lunch. A habit or repeated statement is in the current tense: Everyone says the water is safe to drink. For reporting less immediate speech, choose the past tense. The reporting verb is often said, but it can also be told, whether other verbs as ordered, declared or reported depending on the situation. When reporting questions, you can use verbs as asked or requested. The second line is to change the perspective or point of view. That means I become he, his or them. Mary said: 'I gave the pie.' she is said to have thought the pie. The boys said: 'We're coming tomorrow' they said they were coming tomorrow. Next, choose whether to include it or as. You can say, he says he's home or he says he's home. It's an aggregation here, connecting the two parts of the sentence. It's optional. Another aggregation, if necessary, is required when reporting on a question: He asked me if I knew how to play tennis. The fourth rule is to backshift the tense. That's the hardest part of reported speech. When the reporting verb has been strained in the past, the verb in the reported clause has also been strained in the past. The verb aspect, showing if the action is complete, fits. Here are some examples: I buy my ticket. (present ongoing) -&gt; He said he was buying his ticket. (past continuous) Ashley: I fixed my bike. (present perfectly) -&gt; She said she fixed her bike. (past perfect) Reporting speech in English would be easy if these rules were all learners know. But as usual, there's more to learn. Let's see what happens to questions and modals. Reporting on questions When reporting questions, we need to pay attention to the helpive. These are words like do, be, and have. Yes or no questions start with a help, like Do you like pizza? To report that question, drop the help and add to whether: He I liked pizza. Learners often make the mistake of leaving the help verb in the reported speech: He asked me to like pizza. Information questions start with a question word: Where are you going? Reporting on this simply changes the pronoun and word order. She asked me where I was going. Here, learners often make the mistake of keeping the same word order: She asked me where am I going. A similar word-order switch appears with the verb being in questions. They asked, When's the party? -&gt; they asked me when the party was. The question word when staying. Be moving from a position before the noun to the noun. Reporting speech with modal Finally, note whether the speech you report uses a modal verb. Will, can, and will change to would, could, and should when reported. Will is used to make statements about the future in English. When this kind of statement is reported, it will become. Compare these sentences: Kelly said, I'll pick up the sandwiches. -&gt; Kelly said she'd pick up the sandwiches. Modal verbs can also appear in questions: Katy asked, Can you answer the phone while I'm out? -&gt; Katy asked me if I could answer the phone while she was out. If the modal verb is already in its previous form, it does not change when it is reported. George said, I wouldn't do it. -&gt; George said he wouldn't do it. Test your knowledge Let's try some sentences. I'll say the direct speech, and you make a sentence in reported speech. Our boss said, You can all go home early today. -&gt; Our boss said we could all go home early. Anna asked When's your birthday? -&gt; Anna asked me when my birthday was. Adam said, I'm leaving Tuesday. -&gt; Adam said he was leaving Tuesday. Chris said, I'll bring the cake. -&gt; Chris said he'd bring the cake. Reported speech verb has been strained in the past, so the reported speech verb has been strained in the past. you said I was naïve, and I thought that I was strong. I thought, hey, I can leave. I can leave. But now I know I was wrong because I missed you. Follow these simple rules and you'll report speech like a pro. She said that you would report speech like a pro. I'm Pete Musto. And I'm Jill Robbins. Reference Reporting Workb Tense Direct Speech Direct Speech Tense Indirect Speech Reported Speech Tense Present Adam says, I have a headache. I can't go. Present simple Adam says he has a headache so he can't not. Present Simply (it's still true) Past Adam said, I'm going to Seattle. Present ongoing Adam said he was going to Seattle. Past continuous Past Ashley said, I can clean up. Current Modal form Ashley told us she could clean up. Previous Modal form Passing Ashley said, I have wash to Seattle. Present Perfect Ashley said she had never been to Seattle. Past perfect Dr. Jill Robbins wrote this story. Adam Brock was the editor. \_\_\_\_\_ Words in this story report – v. to tell people about (something) aspect - grammar : the hallmark of a verb that expresses the way an action happens to be help verb – a. a verb (as has, may, do, must, will, can, or should) used with another verb to show the verb's tense, to form a question, etc., can , should, should, want, or will) that are usually used with different verb ideas such as possibility expressing, necessity, and consent Now it is your turn. Try to turn these sentences into reported speech. Write your sentences in the comments section and we'll give you feedback. Trung asked, Did you eat dinner? Pete said, I'm looking for a new car. Ashley says, Come into my office.