

Reported speech

68 Reported statements: tense changes

- We use reported speech to report what someone said earlier. After a past tense reporting verb (e.g. *said*, *told*), the original verb forms usually move one tense into the past, and the pronouns and possessive adjectives change: *'I like pizza,' Tim said.* (direct speech) → *Tim said (that) he liked pizza.* (reported speech)
'You look great,' I told Anna. → *I told Anna (that) she looked great.*

Direct speech (actual words)	Reported speech
present simple	→ past simple
present continuous	→ past continuous
present perfect/past simple	→ past perfect
past continuous/ present perfect continuous	→ past perfect continuous
past perfect	→ past perfect
<i>will</i>	→ <i>would</i>
<i>am/is/are going to</i>	→ <i>was/were going to</i>
<i>can</i>	→ <i>could</i>
<i>may</i>	→ <i>might</i>
<i>must</i>	→ <i>must/had to</i>

- Could*, *would* and *might* don't change in reported speech: *'I might come with you,' she said.* → *She said (that) she might come with us.*
- Say* and *tell* are the most common reporting verbs for statements. Notice how they are used:
 - *He said (to me) (that) he was tired.* (Not *He said me that he was tired.*)
 - *He told me (that) he was tired.* (Not *He told that he was tired.*)

PRACTICE

68a Report the statements.

- | | |
|--|--|
| 0 'I've got an awful headache.' | Kim said <i>(that) she had an awful headache</i> |
| 1 'I haven't been feeling well all day.' | She |
| 2 'I've found some great trainers.' | Tom |
| 3 'I wasn't looking for them.' | He |
| 4 'I'm going to wear them to college.' | He |
| 5 'I didn't see David.' | Lisa |
| 6 'I called him.' | She |
| 7 'I'm staying at home.' | Ben |

- 8 'I don't feel like going out.' He
- 9 'I'm late.' Amy
- 10 'I have to be there at eight.' She

68b Report the conversation.

- 0 'I'm going to the park with my brother,' Paul said.
Paul said (that) he was going to the park with his brother.
- 1 'We're going to have a game of football,' he said.

- 2 'I might come too,' Stephen said.

- 3 'We'll be in our usual place,' Paul said.

- 4 'I can't stay long because my friends are coming at six,' Stephen said.

- 5 'They're taking me to the skate park in Burnley,' he said.

- 6 'I've never been there before,' he said.

- 7 'I'd like to go to the skate park in Manchester,' Paul said.

- 8 'We could go together,' Stephen said.

68c Read the conversation. Then complete the diary entry. Use one word in each gap.

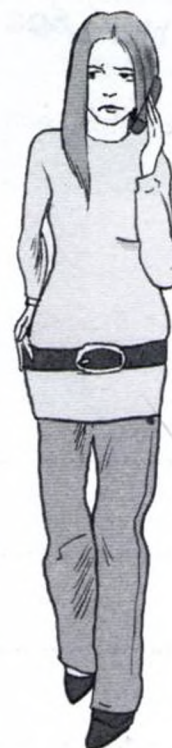
Emma: I'm really stressed! Someone at college is being horrible to me.

Becky: Someone did the same thing to me once. I spoke to her and she stopped criticising me.

Emma: Speaking to her will make things worse!

Becky: You must do something. You can't ignore it.

Emma (0) *told* me that she (1) really stressed. She (2) that someone at college was being horrible to (3) I said that someone (4) done the same thing to me once. I (5) her that I'd spoken to the girl and that she (6) stopped criticising me. Emma said that speaking to her (7) make things worse. I told (8) that she (9) to do something and that she (10) n't ignore it.



69 Reported statements: other changes

- Place and time references often change when we report what someone said in a different place or at an earlier time. Compare:

Actual words	Words reported later
Spoken outside the cinema: 'I'll meet you here ,' Kate said.	Spoken somewhere else: <i>Kate said she'd meet us there/at the cinema.</i>
Spoken on Sunday: 'I'm going to a party tonight ,' Matt said.	Spoken the following Tuesday: <i>Matt said he was going to a party on Sunday night.</i>

- These words/phrases often change in reported speech:

Direct speech	Reported speech
<i>this/that (+noun)</i>	→ <i>the</i>
<i>this morning</i>	→ <i>that morning, on Friday morning, etc.</i>
<i>now</i>	→ <i>then</i>
<i>today, tonight</i>	→ <i>that day/night, on Friday/Friday night, etc.</i>
<i>yesterday</i>	→ <i>the day before, the previous day, on Friday, etc.</i>
<i>tomorrow</i>	→ <i>the next/following day, on Friday, etc.</i>
<i>last week, last Friday</i>	→ <i>the week/Friday before, the previous week/Friday</i>
<i>next week, next Friday</i>	→ <i>the week/Friday after, the following week/Friday</i>
<i>an hour ago</i>	→ <i>an hour before</i>

PRACTICE

69a Complete the reported statements. Use one word in each gap.

- 'I can't understand this film,' she said.
She said she couldn't understand *the* film.
- 'I'm playing football this evening,' I told Tom.
I told Tom I was playing football evening.
- She said, 'There was an accident here last year.'
She said there had been an accident the year
- 'I ordered two books three weeks ago,' I told the shop assistant.
I told the shop assistant I'd ordered two books three weeks
- On Sunday, Adam told me, 'I've got an exam tomorrow.'
Adam told me he had an exam on
- 'I'll be in your group next term,' she said.
She said she'd be in my group the term.
- 'I'm leaving now,' she told us.
She told us she was leaving
- 'It's really cold today,' Lucy told me.
Lucy told me it was really cold day.
- 'I finished my exams last week,' he said.
He said he had finished his exams the week.

69b Complete the reported statements.

Nikki and Jessica met in a café two weeks ago. Now Nikki is reporting their conversation to a friend.

- o 'I love the food at this café,' Jessica said.
Jessica said that she loved the food *at the café*
- 1 'I saw Helen this afternoon,' she told me.
She told me that she'd seen Helen
- 2 'I saw her yesterday,' I said.
I said that I'd seen her
- 3 'My brother called two hours ago. He's going to meet me here,' I told her.
I told her that my brother had called two hours and
that he was going to meet me
- 4 'We're going bowling tonight,' I said.
I said that we were going bowling
- 5 'I don't have enough money for my coffee now. I'll pay you back next week,' she said.
She said that she didn't have enough money for her coffee
..... and that she'd pay me back
She still hasn't paid me!

70 Reported statements with no tense change

- If the reporting verb is in the present tense (e.g. *says*), the tense does not change in reported speech: *'I'll meet you there.'* → *He says he'll meet us there.*
- If the statement we are reporting is still true in the present, we don't have to change the tense after a past tense reporting verb: *'It's a good restaurant.'* → *Helen said it's a good restaurant.* (This is still true now.) *'I've got a brother.'* → *He told me he's got a brother.* (This is still true now.)
- But if the reporting verb is in the past tense, we can change the tense: *Helen said it was a good restaurant.* *He told me he had a brother.*

PRACTICE**70a Report the statements.**

- o 'We've got football practice.'
They say *(that) they've got football practice*
- 1 'I'm exhausted.'
He says
- 2 'I'll be back at six.'
Paul says
- 3 'The film is wonderful!'
Everybody says
- 4 'I didn't borrow Kate's earrings.'
Caroline says

- 5 'We've never been to the theatre.'
A lot of my friends say
- 6 'We're going to be away next month.'
Our neighbours say

70b Complete the e-mail. Use the correct form of the verbs in brackets. There may be more than one possible answer.

New Message

I've been asking my friends about webcams for you. Marco says that you (0) *can get* (can / get) them for about £20. He says he (1) (buy) his last year on the Internet. Another friend tells me that the more expensive ones (2) (have) a better picture and audio quality, and that you (3) (need) to get a special program too. He says they (4) (be) very easy to install. I think they're great!

I tried to persuade my sister in America to get one, but she said she (5) (not want) one. She said she (6) (not like) cameras. It's a shame because I'd like to see her and talk to her more often.

71 Reporting verbs

- We don't always use *say* or *tell* to report someone's words. We often use other reporting verbs to summarise what someone said: *'I'm sorry I'm late,' Lisa said. → Lisa apologised for being late. 'I didn't steal the money,' Joe said. → Joe denied stealing the money.*
- We use the following structures. The verbs marked * can be followed by more than one structure:

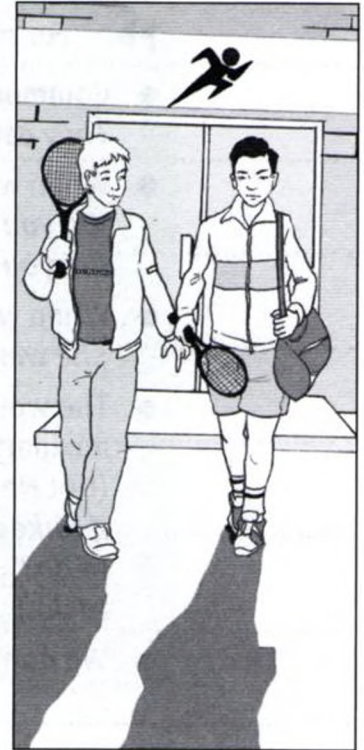
verb + to-infinitive agree*, offer, promise*, refuse	She offered to give us a lift. Mike refused to help me.
verb + object + to-infinitive advise, invite, persuade*, remind*, warn*	I advised him not to leave . He reminded me to phone Tim.
verb (+ object) + -ing form admit*, accuse somebody of, apologise for, congratulate somebody on, deny*, suggest*	She admitted lying to me. He accused me of stealing . We suggested getting a taxi.
verb + that clause admit*, agree*, complain, deny*, explain, promise*, suggest*	I agreed that I'd made a mistake. She denied that she'd cheated . I promised that I'd be there.
verb + object + that clause inform, persuade*, remind*, warn*	The waiter informed us that our table was ready.

PRACTICE

71a Report the statements. Use the verbs in the box.

accused advised agreed apologised denied
invited offered refused warned

- 0 'Yes, OK. I'll book the tennis court for Monday,' Jack said.
Jack **agreed to book** the tennis court for Monday.
- 1 'No, I'm not going to pay for your ticket,' he told me.
He for my ticket.
- 2 'I didn't start the fight!' Scott said.
Scott the fight.
- 3 'Don't go near that dog,' he told us.
He near the dog.
- 4 'You took my money!' he told Emma.
He his money.
- 5 'I'm sorry I shouted at you,' she said.
She at me.
- 6 'Would you like to play volleyball with us?' Kim's sister asked me.
Kim's sister volleyball with them.
- 7 'Shall I wrap the chocolates for you?' the shop assistant asked me.
The shop assistant the chocolates for me.
- 8 'I think you should do engineering,' his tutor said.
His tutor engineering.



71b Complete the second sentence so that it means the same as the first, using the word in bold. Use between two and five words.

- 0 'You'll get your exam results on 7th May,' the principal told us. **informed**
The principal **informed us that we'd** get our exam results on 7th May.
- 1 'My computer's very slow,' Becky said. **complained**
Becky very slow.
- 2 'The bus is much cheaper than the train,' Jamie said. **explained**
Jamie much cheaper than the train.
- 3 'We're meeting Adam tonight,' I told Mark. **reminded**
I meeting Adam that night.
- 4 'I don't do enough exercise,' he said. **admitted**
He do enough exercise.
- 5 'I'll call you tomorrow,' he said. **promised**
He me the next day.
- 6 'I didn't give him the password,' she said. **denied**
She him the password.

72 Reported questions

- Reported questions have the same tense and word changes as reported statements.
- ▶▶ **For reported statements, see Units 68–70.**
- Common reporting verbs/phrases in questions are *ask* and *want to know*.
They asked me what I was doing. She wanted to know where Jack was.
- When we report a *yes/no* question, we use *if/whether* after the reporting verb:
'Do you speak French?' → She asked me if I spoke French.
Are you coming? → He asked her whether she was coming.
- When we report a *wh-* question, we use the question word: *'Where's the station?' → She wanted to know where the station was.*
- The word order in reported questions is the same as in statements. We don't use the auxiliary *do/does/did*: *'Where are you going?' → He asked me where I was going.*
(Not *He asked me where was I going.*) *'Do you like swimming?' → She asked me if I liked swimming.*
(Not *She asked me did I like swimming.*) *'What do you want to do?' → They asked me what I wanted to do.*
(Not *They asked me what did I want to do.*)
- We don't use a question mark (?) in reported questions.

PRACTICE

72a Report the questions.

Yesterday Rob asked his friend Philip for advice about flats in London. Now he's telling another friend about their conversation.

- 0 'Is your room very expensive?'
I asked him *if his room was very expensive*
- 1 'Are you looking for somewhere cheap?'
He asked me
- 2 'Is your flat near the city centre?'
I asked him
- 3 'Can you get there easily?'
I wanted to know
- 4 'Does your flat have a washing machine?'
I asked him
- 5 'Was it very hard to find your room?'
I asked him
- 6 'Did you look at a lot of flats?'
I wanted to know
- 7 'Have you looked on the Internet?'
He asked me
- 8 'Would you like to stay with me for a few days?'
He asked me

72b Report the questions.

- 0 'Where can I get some tissues?' she asked.
She asked *where she could get some tissues*
- 1 'When are you going to visit us?' he asked us.
He asked
- 2 'Why is everybody looking at me?' I asked.
I wanted
- 3 'What sports do you do at college?' Joe asked me.
Joe asked
- 4 'What has your brother decided to do?' I asked her.
I wanted
- 5 'How did you get to the beach?' I asked them.
I asked
- 6 'How long have you been here?' they asked us.
They asked
- 7 'Who won't be here next week?' the tennis coach asked.
The tennis coach wanted
- 8 'How much did you pay for your ticket?' she asked him.
She asked
- 9 'How often do your cousins stay with you?' I asked her.
I asked
- 10 'Where's Kate?' I asked.
I wanted

72c Read the questions from a survey. Then complete the e-mail.

- | | |
|------------------------------------|--------------------------------------|
| 0 How old are you? | 5 How many films do you see a month? |
| 1 Do you live with your parents? | 6 What kind of films do you like? |
| 2 How do you spend your free time? | 7 Do you do any sport? |
| 3 How often do you go out? | 8 Do you have any hobbies? |
| 4 Do you go to the cinema? | |

New Message

Last week I had a call from somebody who was doing a survey. It was quite interesting. She asked me (0) *how old I was* and (1) with my parents. She asked me (2) free time and (3) out. She also wanted to know (4) to the cinema and (5) a month. She was surprised when I said ten! Then she asked me (6) I said I liked everything! She also asked me (7) any sport and (8) any hobbies. I had to say no to both of those!

73 Reported commands and requests

- We form reported commands and requests with verb + person + *to*-infinitive.
- We use *ask* to report requests: 'Can you help me, please?' → *I asked him to help me.*
- We use *tell* or *order* to report commands: 'Sit down.' → *She told me to sit down.* 'Open your suitcase!' → *He ordered me to open my suitcase.*
- For negative requests and commands, we use *not* before the *to*-infinitive: 'Please don't make a noise.' → *He asked us not to make a noise.* 'Don't touch the paintings!' → *She ordered me not to touch the paintings.*
- We don't use *that* to report a command or request: ~~*He asked me that I tell him the time.*~~
- We don't use *say* to report a command or request: ~~*I said you to clean your shoes.*~~
- Compare reported statements and commands: *Ann told me that she was leaving.* (reported statement) *Ann told me to leave.* (reported command)
- Compare reported questions and requests: *My boss asked me if I'd stay late.* (reported question) *My boss asked me to stay late.* (reported request)

PRACTICE

73a Report the commands and requests.


- 'Could you get the tickets, please?'
He asked me *to get the tickets*
- 'Can you save a seat for me, please?'
Rachel asked me
- 'Bring your essays on Monday.'
The tutor told us
- 'Stay at home for the rest of the week.'
The doctor told me
- 'Please don't tell Sarah.'
She asked me
- 'Stop fighting!'
The police officer ordered the men
- 'Don't be late.'
I told them
- 'Could you lend me some money, please?'
Ryan asked his brother
- 'Don't be afraid of the other team.'
The captain told us
- 'You must pay a fine of £2,000.'
The judge ordered Mr Taylor
- 'Can you turn the computer off, please?'
I asked Mark

73b Circle the correct answer.

Jessica works at a theatre. Last week there was a small fire there. Now she's telling a friend about it.

- 0 'Open the fire exits!' the manager said.
The manager *asked* / **ordered** some people *open* / **(to open)** the fire exits.
- 1 'Stay calm and don't run,' he said to the audience.
He told the audience *stay* / *to stay* calm and *to not* / *not to* run.
- 2 'Help the audience leave,' he said.
He *told* / *said* some of us *to* / *that we* help the audience leave.
- 3 'Could you get my coat from the cloakroom, please?' a woman in the audience said.
A woman in the audience *asked* / *ordered* me *get* / *to get* her coat from the cloakroom!
- 4 'I'll get it for you later,' I said.
I *told* / *said* her *to* / *that I'd* get it for her later.
- 5 'Move away from the building,' the fire officers said to us.
The fire officers *asked* / *said* us *move* / *to move* away from the building.
- 6 'Are you OK?' the manager asked me.
After the fire, the manager *told* / *asked* me *if* / *that* I was OK.

74 *I think that ... , Do you know if ... , I wonder why ...*

- After verbs which express thoughts and feelings (e.g. *believe, forget, hope, imagine, know, realise, remember, think, understand, wonder*), we can use a *that* clause, a question word or *if/whether*.
 - We can use *that* to introduce a statement: *I can't believe **that David's thirty!***
*We hope **that you'll come.***
 - A question word introduces an indirect question: *I wonder **who that is.*** *Do you remember **where he lives?*** *I can't imagine **why he did it!***
 - If there is no question word, we use *if/whether*: *Do you know **if they've left?***
 - Other expressions we often use in indirect questions include: *I'm not sure ... , I've no idea ...* : *I'm not sure **when they're arriving.*** *I've no idea **who that is.***
 - We often use indirect questions instead of direct questions to sound more polite, using expressions like *can/could you tell me ... , do you know ... , have you any idea ... , etc.*: *Where's the ticket office? → **Could you tell me where the ticket office is, please?*** *What time is it? → **Do you know what time it is?*** *Where's Sophie? → **Have you any idea where Sophie is?***
 - In indirect questions, the word order is the same as in statements: *Where's **the museum?*** → *Could you tell me where **the museum is, please?***
-  ● We only use a question mark if the first part of the sentence is a question. Compare: ***Do you know where he is?*** ***I wonder where he is.***
- After a past tense verb, the next verb usually moves one tense back into the past: *I **couldn't** believe (that) he **was** thirty!* *I **wondered** who the man **was.***

PRACTICE

74a Re-write the sentences. Use the verbs in brackets and a *that* clause.

- 0 He's gone. (can't believe) *I can't believe that he's gone.*

 1 He likes it there. (hope)
 2 He's still looking for a flat. (know)
 3 He's sold his car. (think)
 4 He's made new friends. (imagine)
 5 His career's important to him. (realise)
 6 He's been very busy. (understand)

74b Re-write the direct questions as indirect questions.

- 0 Is this their latest CD?
 Could you tell me *if this is their latest CD* ?
 1 How much does it cost?
 Do you know ?
 2 Are they going to do a tour soon?
 Have you any idea ?
 3 Where are they going to play?
 Can you tell me ?
 4 Will they be at any of the festivals next summer?
 Do you know ?
 5 Why did their drummer leave?
 I wonder ?
 6 Have they found a new drummer yet?
 Do you know ?
 7 Are they as good as they used to be?
 Do you think ?
 8 When is their next CD coming out?
 Have you any idea ?

74c Circle the correct answer.

I went to the British Museum today and had a great time. I had no idea that I (0) *will / (would)* enjoy it so much! I really liked the chessmen from Lewis in Scotland. I thought that they (1) *are / were* amazing. I can't remember how old (2) *they are / are they*, but I think that they (3) *were / had been* made in Norway. Nobody knows who (4) *brought / had brought* them to Lewis, but they say it was probably a merchant on his way to Ireland. I wondered (5) *what / that* had happened to him. Maybe he died on the island or maybe he went back to Norway and left the

75 Question words + *to*-infinitive

We can use a *wh*- question word + *to*-infinitive after verbs which express thoughts and feelings, or after verbs of reporting and communicating:

Verbs of thinking/feeling

decide, find out, forget, know, learn, remember, see, think, understand, wonder	I don't know what to do . I've forgotten how to ride a bike.
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Verbs of reporting/communicating

ask, describe, discuss, explain, show, suggest, tell	He explained how to fill in the form. She showed us where to wait .
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- *Ask, show* and *tell* need an object before the question word: *The shop assistant **told me** where to find the belts.*
- We can use *whether* + *to*-infinitive after *decide, know* and *wonder*: *I can't decide **whether to buy** it (or not).* (= whether I should buy it)

PRACTICE

75a Re-write the questions. Use the *to*-infinitive.

- | | |
|---------------------------------------|---|
| 0 'What do I do?' | I didn't understand <i>what to do</i> |
| 1 'How do I use a drill?' | I didn't know |
| 2 'I'll show you. Hold it like this.' | He showed me |
| 3 'How do I cut it?' | I asked |
| 4 'Where do I put the glue?' | I didn't know |
| 5 'What colour should I paint it?' | I couldn't decide |
| 6 'How much paint should I buy?' | I asked |

75b Complete the sentences. Use the words in the box on the left and the correct form of the verbs in the box on the right.

how (x2)	how long	what	what time
where	whether (x2)	which places	

bring	camp	get	get up	join
make	practise	sign	visit	

- 0 My piano teacher never told me *how long to practise* each day.
- 1 We don't know or stay in hostels.
- 2 I can't see my name on this form.
- 3 Have you decided a drama group or not?
- 4 They asked us to the barbecue – food or drink.
- 5 I can't remember lemonade, but I think it's quite easy.
- 6 We've been discussing tomorrow for our early train.
- 7 We couldn't decide to the airport. I suggested getting a taxi.
- 8 Let's get a guidebook. I want to find out in Paris.