

REPORTED SPEECH (REPORTING VERBS)

You have already studied the verbs **"say"** and **"tell"** to report what somebody has said, and the verb **"ask"** to report questions. There are some other reporting verbs which indicate the **function** of the original speech. As these verbs show the **attitude** of the person speaking, they give a lot more information than *say* or *tell*.

e.g.:

"You should stop smoking." → He **advised** her to stop smoking.

"No! I didn't hit my sister." → Mark **denied** that he had hit his sister/ **denied** hitting his sister.



There are several different patterns used after reporting verbs. Study the given structures and complete the blanks with the correct reporting verb from the box:

Reporting verb + to-inf				
threaten	offer	refuse	promise	agree
Direct Speech			Reported Speech	
"Yes, I'll be happy to help you."		→	He _____ to help me.	
"Would you like me to open the door?"		→	He _____ to open the door.	
"I'll definitely be here early."		→	He _____ to be there early.	
"No, I won't lend you any money."		→	He _____ to lend me any money.	
"Get out or I'll shoot you."		→	He _____ to shoot me if I didn't get out.	

Reporting verb + someone + to-inf				
remind	ask	recommend	advise	forbid
encourage	invite	warn	order	
Direct Speech			Reported Speech	
"You should see a doctor."		→	He _____ me to see a doctor	
"Please, turn the light off."		→	He _____ me to turn the light off.	
"Go ahead, drive the car."		→	He _____ me to drive the car.	
"You must not eat sweets."		→	He _____ me to eat sweets.	
"Would you like to come out to dinner with me?"		→	He _____ me to go out to dinner with him.	
"Close the door immediately."		→	He _____ me to close the door.	
"Don't forget to water the plants."		→	He _____ me to water the plants.	
"This is a good book to read."		→	He _____ me to read that book.	
"Don't go near the edge of the cliff."		→	He _____ me not to go near the edge of the cliff.	

Reporting verb + -ing

	admit (to)	suggest	regret	advise	recommend	deny
Direct Speech						
"You should take some rest."	→			He _____	taking some rest.	
"Yes, I broke the window."	→			He _____	(to) breaking the window.	
"No, I didn't break the window."	→			He _____	breaking the window.	
"Let's go out for a walk."	→			He _____	going out for a walk.	
"It would be a good idea to keep a diary."	→			He _____	keeping a diary.	
"I shouldn't have invited her."	→			He _____	inviting her.	

Reporting verb + preposition+ -ing

	complain (to sb) about	accuse sb of	insist on	apologise (to sb) for
Direct Speech				
"You stole my handbag!"	→			She _____ me _____ stealing her handbag.
"I'm sorry I was rude to you."	→			He _____ being rude to me.
"You must take all the medicine."	→			He _____ me/my taking all the medicine.
"You always leave the door open."	→			He _____ to me _____ my always leaving the door open.

Reporting verb + that-clause

	complain	admit	explain	promise	deny	suggest	claim
Direct Speech							
"You never help me."	→			She _____	that he never helped her.		
"I didn't touch the vase!"	→			He _____	that he had touched the vase.		
"I won't come as I'm going to stay with my sister."	→			He _____	that he wouldn't come as he was going to stay with his sister.		
"We'll reduce the taxes."	→			They _____	that they would reduce the taxes.		
"You ought to help her out."	→			He _____	that I help/helped her out.		
"Yes, I broke the window."	→			He _____	that he had broken the window.		
"I know who stole your car."	→			He _____	that he knew who had stolen my car.		

Some other verbs followed by a that clause are:

add, agree, answer, announce, boast, confirm, comment, consider, decide, doubt, estimate, exclaim, expect, fear, feel, find, guarantee, hope, insist, mention, observe, persuade, propose, remark, remember, remind, repeat, reply, report, reveal, state, suppose, think, threaten, understand, warn.

EXERCISE I. Fill in the blanks with the reporting verbs in the box.

asked	suggested	warned	explained
told	advised	reminded	

Mrs. Welch was at the doctor's office yesterday. She (1) _____ him that she hadn't been feeling well recently. The doctor (2) _____ her to roll up her sleeve and took her blood pressure. He (3) _____ that she hadn't been feeling well because of her high blood pressure. He (4) _____ her to cut down on salt. He (5) _____ that she should go on a diet. He (6) _____ her that she might make herself seriously ill. He also (7) _____ her that she was not a young woman any more.

EXERCISE II. Change the sentences below into reported speech.

1. "You never lift a finger to help me"
My mother complained _____
2. "I'll give you a hand with your homework this evening".
My father promised _____
3. "I'm late because the bus broke down."
The student explained _____
4. "I had an accident with your car, father."
The boy admitted _____
5. "Why don't we eat out tonight?"
Tom suggested _____
6. "Would you like to stay with us for the weekend?"
Sally invited _____
7. "The pot is hot. Don't touch it."
My mother warned _____
8. "You should see a dietician if you want to lose weight."
Her friend advised _____
9. "Please lock the door when you leave, son."
John's father reminded _____
10. "I didn't steal the money."
The little girl denied _____
11. "Shall I help you carry the bags?"
The shop assistant offered _____
12. "I'm sorry because I didn't tell you the truth"
Kevin apologized _____

EXERCISE III. Read the dialogue between Bella and Adam. Rewrite the underlined sentences using the given clues in the blanks.

Bella: You look terrible. Are you all right?

Adam: Yes, thanks. I'm just very tired.

Bella: (1) What time did you go to bed last night?

Adam: Quite early, actually. The problem was that I couldn't get to sleep. It was the neighbours again. (2) Every night, they play loud music until 12 a.m.

Bella: Why don't you ask them to make less noise?

Adam: I have already done that. (3) They said: "We will try to be a bit quieter." However, nothing has changed for the better.

Bella: (4) You should see a solicitor.

Adam: That's not a bad idea. I need some legal advice.

Bella: (5) I can give you the name of a good solicitor.

Adam: Thanks. That will be very useful. I have never been to a solicitor before. By the way, it is already 9 a.m. I'm going to be late.

Bella: Oh, no. Hurry up. (6) Don't forget to meet me in the canteen after class.

A few minutes later ...

Adam: Good morning, Prof. Grady. I'm sorry I'm late. May I come in?

Prof. Grady: (7) No, you may not come in, Adam. You know, I never let latecomers in. My students have to be on time.

(1) Bella asked Adam _____

(2) Adam complained _____

(3) They promised _____

(4) Bella advised _____

(5) Bella offered _____

(6) Bella reminded _____

(7) Prof. Grady didn't allow _____

EXERCISE IV. Report the following sentences with the suitable reporting verbs in the box.

denied

refused

admitted

warned

invited

1. Daniel: All right, it is true. I stole the money.

Daniel _____

2. Jason: No! I didn't steal the car.

Jason _____

3. Mrs. Anderson: Don't play with the matches, Robert.

Mrs. Anderson _____

4. Mary: Jack, would you like to have dinner with us?

Mary _____

5. Susan: I'll not take part in the new play.

Susan _____

suggested advised explained reminded apologized

6. Derek: Why don't we go to London this weekend?

Derek _____

7. Tom: I'm sorry. I didn't bring the book with me.

Tom _____

8. Sue: I haven't photocopied the documents due to the power cut.

Sue _____

9. Roy: Don't forget to bring your surf when you come to Miami, Anna.

Roy _____

10. Frank: If I were you, I would not accept the offer, Rose.

Frank _____

HOMEWORK. MISCELLANEOUS EXERCISES.

I. Report the following sentences using the verbs in the box. Use each reporting verb only ONCE. Do not change the forms of the verbs.

admitted advised reminded asked promised explained

Norwegian BASE jumper Karina Hollekim survived a horrific crash in 2006. Below are some extracts from a press conference which Hollekim, several reporters and a spokesman for Go Fast Sports attended.

1. Karina Hollekim: "I'm leaving jumping for a while because of the accident."

Karina Hollekim _____ because of the accident.

2. Karina Hollekim: "Yes. I suffered from depression for about three months after the accident."

Karina Hollekim _____ for about three months after the accident.

3. Karina Hollekim: "Young people should gain experience through skydiving before BASE jumping."

Karina Hollekim _____ through skydiving before BASE jumping.

4. The reporter to Karina Hollekim: "Are you going to participate in the World BASE Race next month?"

The reporter _____

5. A spokesperson for Go Fast Sports to young BASE jumpers: "Don't forget to visit our website for the coming BASE jumping events."

A spokesperson for Go Fast Sports _____ for the coming BASE jumping events.

6. A spokesperson for Go Fast Sports: "We will sponsor the amateur jumpers joining our air show this year."

A spokesperson for Go Fast _____

II. Fill in the blanks with the correct forms of the verbs in parentheses for questions 1-12 and rewrite the underlined sentences A-C using the given clues in the blanks.

⊙ Samantha kept (1) _____ (have) problems with her computer at work.

(A) Her co-worker Denise said: "Let's shut down your computer."

⊙ Yesterday, a robbery took place on the 5th Avenue and I saw everything. The police quickly surrounded the building. (B) An officer said to the onlookers: "Move back behind the rows of vehicles!" A woman was crying and she begged one of the policeman (2) _____ (find) out whether her husband was in the building. The policeman didn't let her (3) _____ (cross) the police line. I waited there with the crowd for at least an hour. (C) As I waited, I got bored. I was just about to leave when the crowd grew silent as one of the robbers walked out, (4) _____ (point) a machine gun at a young woman. (C) One of the police officers said to the robber: "Don't harm any of the hostages". At that moment, we heard the chief of the police officers (5) _____ (shout) "Shoot him!" and saw the robber (6) _____ (fall) to the ground. After a while, the paramedics picked up the wounded man and took him away in an ambulance.

Rewrite the underlined sentences A-C

(A) Her co-worker Denise said: "Let's shut down your computer."

Her co-worker Denise suggested _____

(B) An officer said to the onlookers: "Move back behind the rows of vehicles!"

An officer told _____

(C) One of the police officers said to the robber: "Don't harm any of the hostages".

One of the police officers warned _____

Extended Writing Task

Task 5.11

Write a short report on a piece of academic or professional work you have been involved in (e.g. a project or study). Explain the aims of the work and procedures you followed, and also comment on the value of the work (for example, can you draw any conclusions, or make recommendations, or has it affected the way you do things now?) Pay special attention to your choice of tenses.

OR

Task 5.12

Write a short autobiographical text on your academic / professional life so far.