

**ENGLISH**

## Direct and Indirect Speech

### What is Direct and Indirect Speech?

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The words of a speaker can be reported in two ways:

1. Using the direct words of the speaker
2. Reporting what the speaker said

**Direct speech** involves quoting the exact words of the speaker.

**Indirect (Reported) speech** is used to report what a person said.

#### Examples

**Direct:** Suraj said, "I don't like this hotel at all."

**Indirect:** Suraj said that he doesn't like that hotel at all.

**Direct:** Kevin said, "Please pass me a sheet of paper."

**Indirect:** Kevin requested someone to pass him a sheet of paper.

**Direct:** Lalit asked, "Why is Omi standing outside the class?"

**Indirect:** Lalit asked why Omi was standing outside the class.

- Use quotation marks to open and close direct speech.
- Place a comma before the quotation marks.

## Rules for Changing Direct Speech into Indirect Speech

| Tenses  |   |
|---|---|
| Direct Speech   | Indirect Speech   |
| <b>Simple Present</b><br>She said, "It's snowing."  | <b>Simple Past</b><br>She said that it was snowing.   |
| <b>Present Continuous</b><br>She said, "I'm teaching Geography."                              | <b>Past Continuous</b><br>She said that she was teaching Geography.                             |
| <b>Present Perfect Continuous</b><br>She said, "I've been teaching Geography for five years." | <b>Past Perfect Continuous</b><br>She said that she had been teaching Geography for five years. |
| <b>Simple Past</b><br>She said, "I taught quilling yesterday."                                | <b>Past Perfect</b><br>She said that she had taught quilling yesterday.                         |
| <b>Past Continuous</b><br>She said, "I was an athlete earlier."                               | <b>Past Perfect Continuous</b><br>She said that she had been an athlete earlier.                |
| <b>Past Perfect</b><br>She said, "The workshop had already started when they arrived."        | <b>Past Perfect</b><br>She said that the workshop had already started when they arrived.        |
| <b>Past Perfect Continuous</b><br>She said, "I'd already been speaking for five minutes."     | <b>Past Perfect Continuous</b><br>She said that she'd already been speaking for five minutes.   |

- Use the present tense in indirect speech to report facts and universal truths.
  - **Direct Speech:** "My name is Soham," he said.
  - **Indirect Speech:** He said that his name is Soham.
- Use the present tense to report a future event in indirect speech.
  - **Direct Speech:** "Next week's session is on time management," she said.
  - **Indirect Speech:** She said next week's session will be on anger management.

## Rules for Changing Modal Auxiliaries in Indirect Speech

| Modals   |  |
|--|--|
| Direct Speech  | Indirect Speech  |
| <b>will</b><br>She said, "I will buy groceries tomorrow."  | <b>would</b><br>She said that she would buy grocery tomorrow.              |
| <b>can</b><br>She said, "I can donate books online."   | <b>could</b><br>She said that she could donate books online.               |
| <b>must</b><br>She said, "I must have a library for the children."                                     | <b>had to</b><br>She said that she had to have a library for the children. |
| <b>shall</b><br>She said, "What shall we make today?"  | <b>should</b><br>She asked what we should make today.                      |
| <b>may</b><br>She said, "May I start on a new page?"   | <b>might</b><br>She asked if she might start on a new page.                |
| There is no change to <b>could</b> , <b>would</b> , <b>should</b> , <b>might</b> and <b>ought to</b> . |  |

## Rules for Changing Expressions of Time

| Direct Speech   | Indirect Speech   |
|---|---|
| <b>this (evening)</b>   | <b>that (evening)</b>   |
| Kamal said, "Can we <u>meet this evening?</u> "                   | Kamal asked if they could meet <u>that evening.</u>                   |
| <b>today</b>  | <b>that( very) day</b>  |
| The teacher said, "I need the assignment <u>today.</u> "          | The teacher said that she needed the assignment <u>that very day.</u> |
| <b>yesterday</b>  | <b>day before/previous day</b>  |
| "Didn't I warn you <u>yesterday?</u> " said the boss.             | The boss asked whether or not he warned him <u>the day before.</u>    |
| <b>these (days)</b>   | <b>those (days)</b>   |
| Phillip sighed, "There is no sense of honour <u>these days.</u> " | Phillip sighed that there was no sense of honour <u>those days.</u>   |
| (a week) ago/ last week   | (a week) before   |
| Jigar said, "I called you a week ago."                            | Jigar stated that he called me a week before.                         |
| last weekend  | previous weekend  |
| Meena said, "We went out <u>last weekend.</u> "                   | Meena said that they went out the <u>previous weekend.</u>            |
| here  | there   |
| Bob said, "Stand <u>here!</u> "                                   | Bob ordered him to stand <u>there.</u>                                |

| Direct Speech  | Indirect Speech   |
|--|---|
| next (week)  | following (week)  |
| They asked me, "Can you join us <u>next week?</u> "      | They asked me if I could join them <u>the following week</u> ,  |
| tomorrow   | next/following day  |
| "Let us go to the park <u>tomorrow</u> " said my friend. | My friend proposed that we go to the park <u>the next day</u> . |

## Direct to Indirect Speech – Types of Sentences

The reporting verb 'said' is changed according to the following rules from direct to indirect speech.

### Declarative Sentences

The reporting verb **said** may change to **replied**, **answered**, **informed**, **warned**, **stated**, **mentioned** or **explained**.

### Interrogative Sentences

**Said** may change to **asked**.

### Imperative Sentences

**Said** may change to

- ☐ **ordered**, **commanded** or **told** for **commands**
- ☐ **asked**, **requested**, **pleaded** or **begged** for **requests**
- ☐ **suggested**, **urged**, **forbade**, **warned** or **advised** for **suggestions**

### Exclamatory Sentences

**Said** may change to **exclaimed with joy/sorrow/delight/anger/fear/surprise** depending on the emotions conveyed.

### A direct narration expressing wish or prayer:

**Said** may change to **wished**, **prayed**, **blessed** or **cursed** based on what needs to be conveyed.

## Examples

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**Direct Speech:** Soniya said, "I am going to visit grandma next week."

**Indirect Speech:** Soniya said that she was going to visit grandma the following week.

**Direct Speech:** Jalpa said, "Amit, please give my pencil box back."

**Indirect Speech:** Jalpa requested Amit to give her pencil box back.

**Direct Speech:** Mother said to me, "What will you eat for dinner? Buy some fresh vegetables on your way back home."

**Indirect Speech:** Mother asked me what I would eat for dinner and asked me to buy some fresh vegetables on my way back home.

**Direct Speech:** Noorie said, "Tejal, what have you brought for lunch?"

**Indirect Speech:** Noorie asked Tejal what she had brought for lunch.

**Direct Speech:** Jeevan asked Nitin, "Where are you going for vacation? Nitin said, "I am going to Sikkim."

**Indirect Speech:** Jeevan asked Nitin where he was going for vacation. Nitin replied that he was going to Sikkim.

**Direct Speech:** Jatin said, "I hope Sunil recovers soon from his illness."

**Indirect Speech:** Jatin wished that Sunil might recover soon from his illness.

**Direct Speech:** The teacher said to the students, "You will be taken to the laboratory after five minutes for your practical exam."

**Indirect Speech:** The teacher told the students that they would be taken to the laboratory after five minutes for their practical exam.

**Direct Speech:** "Excuse me. Do you know the way to the ticket counter?" the tourist asked Chetan. Chetan said, "Yes. First take the escalator and then the first right."

**Indirect Speech:** The tourist asked Chetan if he knew the way to the ticket counter. Chetan told him to take the escalator and then the first right.

**Direct Speech:** Mahesh told Namrata, "I have signed a new contract."

**Indirect Speech:** Mahesh told Namrata that he had signed a new contract.