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What is reported speech?

Reported speech, also known as indirect speech, is a way to convey what someone else has said without using their exact words. It is a form of speech used to report what was said by someone at some point in time.

For example, if Dani says, I am going to the market, you might report this in indirect speech as Dani said that he was going to the market.

Direct: He ordered, Leave the room immediately!

Indirect: He ordered me to leave the room immediately.

Direct: She requested, Please lend me your book.

Indirect: She requested me to lend her my book.

Here are some key points about reported speech:

- It does not use quotation marks as it does not quote the exact words spoken by the speaker
- It often involves changes in tense, person, and pronouns to match the perspective of the person reporting the speech.
- It can be used with various reporting verbs such as said, asked, requested, ordered, complained, exclaimed, screamed, told, etc.

Direct Speech to Indirect Speech

Converting direct speech to indirect speech involves several steps:

1. **Remove the quotation marks:** Direct speech is usually enclosed in quotation marks. When converting to indirect speech, these are removed.
2. **Use a reporting verb:** A reporting verb (like said, told, asked) is used to introduce the indirect speech.
3. **Change the tense of the verb:** If the reporting verb is in the past tense, the tense of the verb in the reported speech also changes to match it. For example, am/is/are changes to was/were, has/have changes to had, and so on.

4. **Change pronouns if necessary:** Pronouns in the reported speech are changed to match the perspective of the person reporting the speech.
5. **Use appropriate conjunctions:** Depending on the type of sentence (assertive, interrogative, imperative, optative, exclamatory), an appropriate conjunction or linker is used. For example, that is used for assertive sentences, if/whether for yes-no questions, and wh-word for wh-questions.
6. **Change time and place expressions:** Words indicating time and place in the direct speech are changed to match the time when the words were actually spoken. For example, now changes to then, today changes to that day, here changes to there, etc.
7. **Change sentence structure if necessary:** In case of questions, the sentence structure changes from question format (verb + subject + object) in direct speech to statement format (subject + verb + object) in reported speech.

Pronoun Change

Here is a table showing how pronouns change when converting from direct to indirect speech:

Direct Speech	Indirect Speech
I	He/She
Me	Him/Her
My	His/Her
Mine	His/Hers
We	They
Us	Them
Our	Their
Ours	Theirs
You (when the speaker is talking to someone else)	He/She/They (depending on who the speaker was talking to)

Direct Speech	Indirect Speech
Your (when the speaker is talking to someone else)	His/Her/Their (depending on who the speaker was talking to)
Yours (when the speaker is talking to someone else)	His/Hers/Theirs (depending on who the speaker was talking to)

NOTE: Please note that third person pronouns (he, she, it, they) in direct speech do not change in indirect speech. Also, if the speaker reports his own words, there would not be any kind of change in the pronoun. For example:

Direct Speech: He said, She does not have the necessary qualifications.

Indirect Speech: He said that she did not have the necessary qualifications

Demonstrative Adjective Change

Here is a table showing how demonstrative adjectives change

Direct Speech	Indirect Speech
This	That
These	Those

NOTE: Please note that the change in demonstrative adjectives depends on the context of the speech. If the context of indirect speech is different from that of direct speech, then this changes to that and these changes to 'those'.

For example:

Direct Speech: Tom says, We shall discuss this tomorrow.

Indirect Speech: He said that we should discuss that the next day

Adverbs of time change

Here is how adverbs of time change

Direct Speech	Indirect Speech
Now	Then
Today	That day/The same day
Tomorrow	The next day/The following day
Yesterday	The day before/The previous day
This week/month/year	That week/month/year/The same week/month/year
Last week/month/year	The previous week/month/year
Next week/month/year	The following week/month/year
Ago	Before

NOTE: Please note that the change in adverbs of time depends on the context of the speech. If the context of indirect speech is different from that of direct speech, then now changes to then, today changes to that day, tomorrow changes to the next day, and so on. For example:

Direct Speech: He said, I will go to London tomorrow.

Indirect Speech: He said that he would go to London the next day.

Adverbs of place change

Here is how adverbs of place change when converting from direct to indirect speech:

Direct Speech	Indirect Speech
Here	There
This	That

Direct Speech	Indirect Speech
These	Those

NOTE: Please note that the change in adverbs of place depends on the context of the speech. If the context of indirect speech is different from that of direct speech, then here changes to there, this changes to that, and these changes to 'those'.

For example:

Direct Speech: He said, I will meet you here.

Indirect Speech: He said that he would meet me there.

Tense change

Here is a table showing how tenses change when converting from direct to indirect speech:

Direct Speech	Indirect Speech
Present Simple	Past Simple
Present Continuous	Past Continuous
Present Perfect	Past Perfect
Present Perfect Continuous	Past Perfect Continuous
Past Simple	Past Perfect
Past Continuous	Past Perfect Continuous
Past Perfect	Past Perfect
Past Perfect Continuous	Past Perfect Continuous
Future Simple (will)	Conditional Simple (would)
Future Continuous (will be)	Conditional Continuous (would be)
Future Perfect (will have)	Conditional Perfect (would have)

Direct Speech

Indirect Speech

Future Perfect Continuous (will have been)

Conditional Perfect Continuous (would have been)

NOTE: Please note that the change in verb tenses depends on the context of the speech. If the context of indirect speech is different from that of direct speech, then am/is/are changes to was/were, has/have changes to had, and so on:

Examples, let's practice..

1. Direct: He said, I am tired.

Indirect: He said that he was tired.

2. Direct: She said, I will go to the park tomorrow.

Indirect: She said that she would go to the park the next day.

3. Direct: Aman said, I have finished my homework.

Indirect: Aman said that he had finished his homework.

4. Direct: They said, We are going to the movies.

Indirect: They said that they were going to the movies.

5. Direct: The teacher said, The exam is tomorrow.

Indirect: The teacher said that the exam was the next day.

6. Direct: He said, I have been waiting for you.

Indirect: He said that he had been waiting for me.

7. Direct: She asked, Are you coming to the party?

Indirect: She asked if I was coming to the party.

8. Direct: He asked, Where is the nearest hospital?

Indirect: He asked where the nearest hospital was.

9. Direct: The manager said, The meeting has been canceled.

Indirect: The manager said that the meeting had been canceled..

10. Direct: She exclaimed, What a beautiful sunset!

Indirect: She exclaimed that it was a beautiful sunset.

Your turn, practice..

Convert the following direct speech to indirect speech.

1. I am going to the park, said Abel.
2. I have finished my homework, Marta told her mother.
3. We are planning a trip to the mountains next week, the Biruk announced.
4. I will call you tomorrow, he promised.
5. The cake is delicious, she exclaimed.
6. Can you help me with this problem? he asked his teacher.
7. I have been waiting for this moment for a long time, she confessed.
8. Please close the door, the professor requested.
9. I saw a beautiful bird in the garden this morning, he shared.
10. I can't believe we won the game! they shouted.

Tip If you're reporting a question like "Where is the market?" asked by Betty, you might say Betty asked where the market was. Notice how the word order changes from a question format in direct speech to a statement format in reported speech.

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