



Use

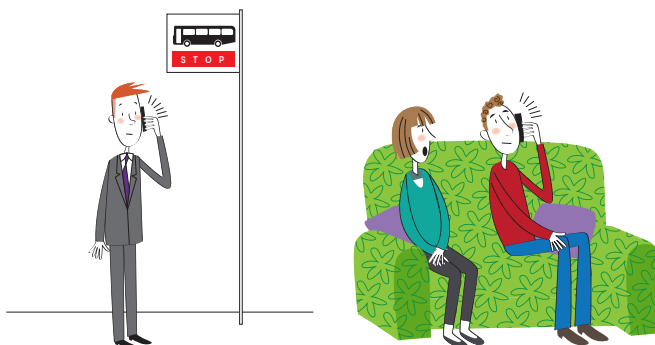
- We use **reported statements** to talk about what someone has said. We often report statements using **said** or **told**.

'I've finished my job interview.'

'I'm waiting for the bus now.'

'I've been here for ten minutes.'

'I might get the job, but I can't be sure.'



'He told me that he'd finished his job interview.'

'He says he's waiting for the bus now.'

'He said that he'd been there for ten minutes.'

'He said he might get the job, but he couldn't be sure.'

Tip

When we use *tell*, we always add the indirect object. This is often a pronoun like *me*, *him*, or *her*:

She told me she would be late. (NOT She told she would be late.)

Optionally, we can add *that* after *say* or *tell*:

They said / told me they were hungry. = They said / told me that they were hungry.

- We use **reported questions** to talk about what someone has asked. We often report questions using **asked**.

'Will you be at home later?'

'He asked us whether we would be at home later.'

Form

- When we **report a statement**, we usually move the tense of the original statement to the past.

Reported statements: tense changes

Direct statement		Reported statement	
present simple	'I'm from France.'	past simple	She told me she was from France.
present continuous	'It isn't raining.'	past continuous	He said that it wasn't raining.
past simple	'I was at home.'	past perfect	She said she had been at home.
present perfect	'We haven't visited London before.'	past perfect	They told me they hadn't visited London before.
will	'I'll see you soon.'	would	He said he would see me soon.
can	'You can dance really well.'	could	She said that I could dance really well.

**Tip**

The modal verbs *should*, *may*, and *might* don't change in reported speech:

*'You **should** be more careful.'*

*He told me that I **should** be more careful.*

Tip

When the reporting verb is in the present, we don't change the tense of the original statement:

*'I've **forgotten** my key.'*

*James **says** that **he's forgotten** his key.*

- When we **report questions and answers**, we use the same tense changes as in reported statements. We report **wh- questions** using the original *wh-* question word. We report **yes / no questions** using **if** or **whether**.

Reported questions

Direct <i>wh-</i> question	Reported <i>wh-</i> question
'Where is your bag?'	He asked me where my bag was .
Direct yes / no question + short answer	Reported yes / no question + short answer
'Do you enjoy tennis?' 'Yes, we do.'	She asked us if / whether we enjoyed tennis . We said that we did .

Tip

Remember, we use the word order of normal statements in reported questions:

'Where do you live?'

*She asked me where **I lived**.*

(NOT She asked me where did I live.)

- In reported speech, we often change words or phrases that refer to **people**, **times**, or **places**.

Reported speech: other changes

Direct speech	Reported speech
'Have you seen my phone?'	She asked me if I had seen her phone.
'I'm revising today .'	She said she was revising that day .
'Will be you be at school next week ?'	He asked me if I would be at school the following week .
'We won the match yesterday .'	They told me that had won the match the day before .
'Have you been here before?'	He asked me if I had been there before.
'I don't like this café.'	She said that she didn't like that café.

Tip

If we are reporting something that was said on the same day or in the same place, we don't change these details:

'I'll see you tomorrow afternoon.'

*She said she would see me **tomorrow afternoon**.*

(= the conversation happened today)

*She said she would see me **the next afternoon**.*

(= the conversation happened some days ago)

Tip

In some cases, we do not need to change a reported fact into the past tense if this is something which is still true or a general fact:

*'Buckingham Palace **is** in London.'*

*He told us that Buckingham Palace **is** in London.*

*OR told us that Buckingham Palace **was** in London.*