Indirect and Reported Speech

Including Reporting Verbs
“I’m sorry.”

He said he was sorry.

He apologised.

Direct speech

Indirect Speech

Reported Speech
## Basic Tense changes in indirect speech.

<table>
<thead>
<tr>
<th>Present simple</th>
<th>→</th>
<th>Past simple</th>
</tr>
</thead>
<tbody>
<tr>
<td>Present continuous</td>
<td>→</td>
<td>Past continuous</td>
</tr>
<tr>
<td>Past simple</td>
<td>→</td>
<td>Past perfect</td>
</tr>
<tr>
<td>Past continuous</td>
<td>→</td>
<td>Past perfect continuous</td>
</tr>
<tr>
<td>Present Perfect</td>
<td>→</td>
<td>Past perfect</td>
</tr>
<tr>
<td>Past perfect</td>
<td>→</td>
<td>Past perfect</td>
</tr>
<tr>
<td>Can</td>
<td>→</td>
<td>Could</td>
</tr>
<tr>
<td>am/is/ are going to</td>
<td>→</td>
<td>was/were going to</td>
</tr>
<tr>
<td>Will</td>
<td>→</td>
<td>Would</td>
</tr>
</tbody>
</table>
Direct Speech

Don’t forget to bring your notes!

Why don’t you call them?

I’m afraid you can’t come in.

You ought to employ a financial adviser

You really must finish this work today
Sometimes “indirect” speech sounds unnatural

He told me not to forget to bring my notes.

He asked me why I didn’t call them.

He said he was afraid I couldn’t come in.

He said I ought to employ a financial adviser.

He said I really had to finish the work that day.

Negative Imperative – sounds strange

Was it a question?

Was he afraid – really?

What’s the past of ought?

What’s the past of must?
**Direct speech**

- Don’t forget to bring your notes!
- Why don’t you call them?
- I’m afraid you can’t come in.
- You ought to employ a financial adviser.
- You really must finish this work today

**Reported speech**

- He reminded me to bring my notes.
- He suggested calling them.
- He refused to let me in.
- She advised me to employ a financial adviser.
- He insisted that I should finish my work that day.
Structures

- Verb + Infinitive
- Verb + -ing
- Verb + that
- Verb+ (that) +(should)

Examples

- Jones intended to establish....
- Smith suggested producing....
- Brown found that....
- Green believed that all students should....
• When introducing references into the text (citing) you should choose suitable 'reporting' verbs as these can:
  - strengthen the arguments you are presenting
  - help the reader understand why the source is relevant.
Examples

• Some verbs are neutral:
  - Smith (2004) describes...
  - Jones (1999, p 3) states...
  - Green (2002) defines...

• Some verbs draw attention to the author's viewpoint:
  - Harris (2001) argues...
  - O'Neill (1997) disputed...
  - Jackson (2003) conceded...
Further examples

• Some verbs give information about the author's work:
  - Holmes (2000) investigated...
  - Church (1998) evaluated...
  - McColl (2002) estimated...

• Some verbs highlight the author's viewpoint:
  - Brown (2001) believes...
  - McAllister (1996) recognised...
  - Smith (2004) predicted...
Other reporting verbs

• analyses/analysed
• compares/compared
• comments/commented
• concludes/concluded
• criticises/criticised
• demonstrates/demonstrated
• discusses/discussed
• illustrates/illustrated
• lists/listed
• indicates/indicated
• notes/noted
• observes/observed
• points out/pointed out
• propose/proposed
• reports/reported
• shows/showed
• validates/validated
• verifies/verified