**Hi, I am EeeBee**

# Direct and Indirect Speech

## Learning Outcomes

- Students will understand the rules of converting direct speech into indirect speech and vice versa.
- They will identify reporting verbs and their effects on sentence structure.

## Lead in

Notice the form of two sentences.

(a)

Rani met Sara in the supermarket.
Rani told something to Sara.
"Sara, I'll not go to school tomorrow."

(b)

Mom! Rani told me,
she will not go to school tomorrow.

### Direct and Indirect Speech

There are two ways in which we can report what someone has said.

We can either reproduce the actual words of a speaker or can give the gist of the speaker's words in our own words.

Rubina told him, "I am happy."

Rubina told him that she was happy.

## Grammar Byte

- *A sentence is said to be in **direct speech** when the exact words of a speaker are reproduced.*
- *A sentence is said to be in **indirect speech** when the meaning of the speaker's words is conveyed in the reporter's words.*
- *When the exact words of the speaker are reproduced, the entire speech is put within inverted commas. This speech is called **reported speech**.*
- *The verb which introduces the reported speech is called **reporting verb**.*
- *Usually, a comma or a colon separates the reported speech from the reported verb.*

  *She <u>said</u>, "<u>I saw him</u>."*

  reporting verb    reported speech

## Comparison between Direct Speech and Indirect Speech

➢ The direct speech is always kept within inverted commas. A comma separates the direct speech from the rest of the sentence.

➢ In the direct speech the first word within the inverted commas begins with a capital letter.

➢ In the indirect speech a conjunction, if necessary, is used to join the reported speech with the rest of the sentences.

**Example :** Megha said **that** she was happy.

## Rules for Changing Direct Speech into Indirect Speech

When we change direct speech into indirect speech we do necessary changes.

⦿ the tense of the verb

⦿ the personal pronouns

⦿ the words expressing nearness in time or place

## Changes of Tense

**Rules for changing Direct Speech into Indirect Speech.**
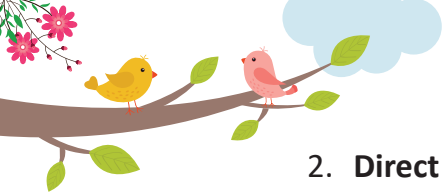
**Rule 1 :** When the reporting verb is in the **present tense** or **future** tense, the tense of the verb in the reported speech remains unchanged.

1. **Direct :** He **says to** me, "We will play badminton."
   **Indirect :** He tells me that we will play badminton.
2. **Direct :** Megha **will say,** "I work in a hospital.
   **Indirect :** Megha will say that she works in a hospital.
3. **Direct :** Raj **says**, "I love my parents.
   **Indirect :** Raj says that he loves his parents.

**Rule 2 :** If the reporting verb is in the **past tense**, the tense of the verb in the reported speech is changed into the corresponding past tense.

➢ **Simple present becomes Simple past**

1. **Direct :** She said, "I **like** to sing."
   **Indirect :** She said that she **liked** to sing.
2. **Direct :** Deepa said, "Riya **tells** lies."
   **Indirect :** Deepa said that Riya **told** lies.
3. **Direct :** She said, "I **don't** waste time."
   **Indirect :** She said that she **didn't** waste time.

➢ **Present continuous becomes Past continuous**

1. **Direct :** He said, "I **am reading** a book."
   **Indirect :** He said that he **was reading** a book.
2. **Direct :** The teacher said, "The boys **are playing** cricket.
   **Indirect :** The teacher said that the boys **were playing** cricket.

➢ **Present perfect becomes Past perfect**

1. **Direct :** She said, "I **have done** my homework."
   **Indirect :** She said that she **had done** her homework.

2. **Direct :** He said, "Raj **has won** a prize."

   **Indirect :** He said that Raj **had won** a prize.

➤ **Present perfect continuous becomes Past perfect continuous**

1. **Direct :** He said, "I **have been waiting** here for the last two hours."

   **Indirect :** He said that he **had been waiting** there for the last two hours.

2. **Direct :** He said, "I **have been playing** a game."

   **Indirect :** He said that he **had been playing** a game.

➤ **Simple past becomes Past perfect**

1. **Direct :** He said, "I **bought** a new video game."

   **Indirect :** He said that he **had bought** a new video game.

2. **Direct :** They said, "We **went** to a market."

   **Indirect :** They said that they **had gone** to a market.

➤ **Past continuous becomes Past perfect continous**

1. **Direct :** He said, "I **was waiting** for you."

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

2. **Direct :** He said, "The dog **was barking**."

   **Indirect :** He said that the dog **had been barking**.

➤ **Past perfect and Past perfect continuous (No Change)**

1. **Direct :** He said, "I **had passed** the exam."

   **Indirect :** He said that he **had passed** the exam.

2. **Direct :** They said, "We **had won** the game."

   **Indirect :** They said that they **had won** the game.

## Exception to Rule

If the **reported speech** contains some **universal truth** or **habitual fact**, then the simple present in **reported speech** remains unchanged.

1. **Direct :** The teacher said, "The Earth **moves** around the Sun."

   **Indirect :** The teacher said that the Earth **moves** around the Sun.

2. **Direct :** He said, "God **is** everywhere."

   **Indirect :** He said that God **is** everywhere.

➤ **Change - Modal Auxiliaries**

1. **Direct :** The coach said, "You **will do** practice everyday."

   **Indirect :** The coach said that you **would do** practice everyday.

2. **Direct :** He said, "I **shall try** to help her."

   **Indirect :** He said that he **should try** to help her.

3. **Direct :** She said, "Maanvi **can run** fast."

   **Indirect :** She said that Maanvi **could run** fast."

4. **Direct :** They said, "Children **may wear** suits."

   **Indirect :** They said that children **might wear** suits.

| shall | - | should |
| will | - | would |
| can | - | could |

## Change of Pronouns

**Pronouns of the reported speech** are changed according to the pronouns of the reporting verb.

**Rule 1 : First person pronouns** of the **reported speech** will be changed according to the subject of the reporting verb. For example,

1. Direct :    She says to me, "I am a girl."
   Indirect : She tells me that she is a girl.
2. Direct :    He said, "I shall do my best."
   Indirect : He said that he should do his best.
3. Direct :    I said, "My parents take care of me."
   Indirect : I said that my parents took care of me.

**Rule 2 :    Second person** pronouns of the **reported speech** will be changed according to pronouns of the **reporting verb**.

1. Direct :    He says to me, "You are a good boy."
   Indirect : He tells me that I am a good boy.
2. Direct :    Rahul said to Rohit, "You have not eaten your breakfast."
   Indirect : Rahul told Rohit that he had not eaten his breakfast.

**Rule 3 :    Third person** pronouns of the **reported speech** remain unchanged. **For example,**

1. Direct :    I say, "She is a good girl."
   Indirect : I say that she is a good girl."
2. Direct :    He said to me, "He is angry."
   Indirect : He told me that he was angry.
3. Direct :    He said to me, "I am not at fault."
   Indirect : He told me that I was not at fault.

## Grammar Byte

- Verb '**said**' in the reported speech will remain unchanged.
- Verb '**said to**' will be changed into 'told'.

**A.    Change the following sentences from direct speech to indirect speech.**
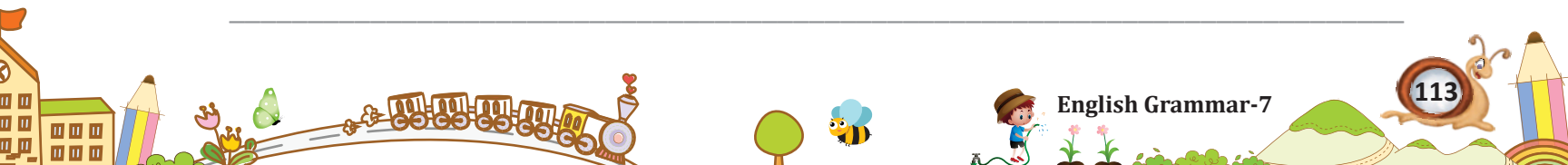
1. He says, "I'll meet you soon."

   _____

2. Aman will say, "We were not in the room."

   _____

3. Priya said, "We play chess."

   _____

4. Raj said, "I am waiting for someone."

   _____

## Change of Time and Place

Words showing nearness in time and place are changed into words showing distance. For example,
Note the following table:

| | | |
|---|---|---|
| **Now** | becomes | **then** |
| **This** | becomes | **that** |
| **These** | becomes | **those** |
| **Here** | becomes | **there** |
| **Ago** | becomes | **before** |
| **Thus** | becomes | **so** |
| **Today** | becomes | **that day** |
| **Yesterday** | becomes | **the previous day** |
| **Tomorrow** | becomes | **the next day** |
| **Last night** | becomes | **the previous night** |

### Look at the following sentences:

1. Direct :    Rohit said, "We are happy here now."
   Indirect :  Rohit said that they were happy there then.
2. Direct :    She said, "My uncle may visit us tomorrow."
   Indirect :  She said that her uncle might visit them the next day.
3. Direct :    He said, "I shall discuss this topic next week."
   Indirect :  He said that he would discuss that topic the next week.
4. Direct :    Megha said, "Today is a cold day."
   Indirect :  Megha said that that day was a cold day.

## Statements

All the examples and the exercises taken so far consist only of statements. So the rules should be pretty clear. Still let us sum them up again.

**Changing statements into indirect**

➢ The reporting verb **said** is usually changed into **told** if it is followed by an object. If there is no object it is left unchanged.

➢ **That** is used as a conjunction.

➢ Tenses, pronouns and possessive adjectives, and words denoting nearness of time or place are changed according to the rules already stated.

➢ Some other words that can be used as a reporting verb in place of said are:

| | | | | |
|---|---|---|---|---|
| add | admit | answer | argue | assure |
| complain | deny | explain | object | point out |
| promise | remark | remind | reply | |

⊙ Rahul said to me, "I shall return your money within a week."
Rahul told/assured me that he would return my money within a week.

- I said to my friend, "Yesterday you won the first prize."

  I told my friend that the previous day he had won the first prize.

There is no need to follow the rules mechanically. The only important points are:

- You should be faithful to what the speaker said. Don't leave out, don't add, don't distort.
- Your reporting should not be clumsy.

  She said to me, "I promise you that I shall bring a nice gift for you.

Don't write : She told me that she promised me that she would bring a nice gift for me.

It is much better to write : She promised to bring a nice gift for me.

**B.** **Change the following statements from direct speech to indirect speech.**

1. She said, "I am leaving for Delhi today."

   _____

2. Seema said, "We are eating our breakfast."

   _____

3. He said, "We went to Kolkata."

   _____

4. He said, "Rekha is my daughter."

   _____

## Interrogative Sentences

There can be two types of questions:

➤ Wh-Questions, that is, questions beginning with **question words** like **what, who, when, where** etc.

➤ **Yes/No-Questions** that is, question that begins with Auxiliary verb like, **is, am, are, was, were, have, has, had**, etc.

➤ No conjunction is used when the question in the direct speech starts with **Wh-words**. e.g.,

1. **Direct :** He **said to** me, "**Where** have you been all these days?"

   **Indirect :** He **asked** me **where** I had been all those days.

2. **Direct :** She **said to** me, "How are you?"

   **Indirect :** She **asked** me **how** I was.

3. **Direct :** She **said to** me, "What are you doing?"

   **Indirect :** She **asked** me **what** I was doing.

4. **Direct :** He **said to** me, "Why have you beaten him?"

   **Indirect :** He **asked** me **why** I had beaten him.

**Conjunction if** or **whether** is used when the question in direct speech starts with **Yes/No - Question**. For example,

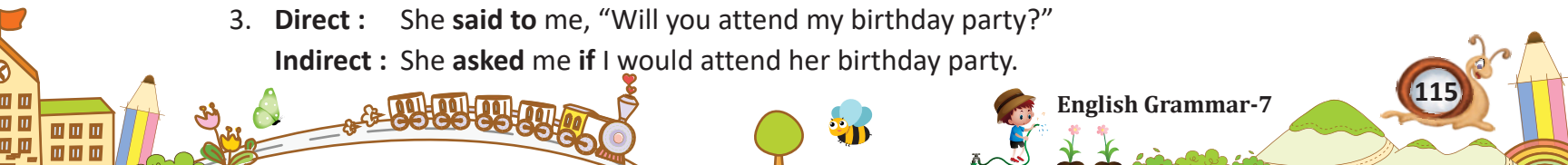1. **Direct :** Simran **said to** Devi, "Are you going to school today?"

   **Indirect :** Simran **asked** Devi **if** she was going to school that day.

2. **Direct :** He **said to** me, "Have you done your homework?"

   **Indirect :** He **asked** me **if** I had done my homework.

3. **Direct :** She **said to** me, "Will you attend my birthday party?"

   **Indirect :** She **asked** me **if** I would attend her birthday party.

4. **Direct :**    The teacher **said to** me, "Do you play tennis?"
    **Indirect :** The teacher **asked** me **whether** I played tennis.

## Grammar Byte

- The **introductory verb** is changed to ask, enquire, demand or some other word having a similar meaning.
- **Question mark (?)** is removed and full stop (.) is used in indirect speech.

**C.** **Change the following sentences from direct speech to indirect speech.**

1. He said to me, "Who are you?"

    _____

2. Supriya said me, "Do you know Komal?"

    _____

3. He said to me, "Where do you live?"

    _____

4. She said to me, "What is your name?"

    _____

### Imperative Sentences

The reporting verb **said to** is changed according to the mood or sense of the sentence given in the reported speech.

Study the following table:

**If the reporting verb shows:**

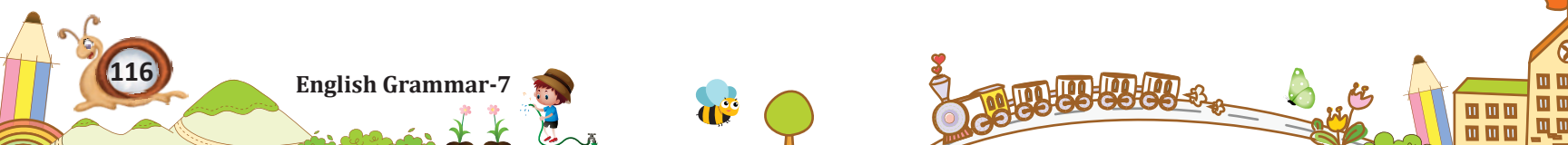|         |             |              | reporting verb |
| ------- | ----------- | ------------ | -------------- |
| Said to | **ORDER**   | Changes into | **ORDERED**    |
| Said to | **REQUEST** | Changes into | **REQUESTED**  |
| Said to | **ADVICE**  | Changes into | **ADVISED**    |
|         | **DO NOT**  | Changes into | **FORBADE**    |

## Grammar Byte

- In **imperative sentence**, the subject is mostly omitted. So the reported speech begins with a verb.
- While changing the speech, **to** is used in spite of any conjunction when the inverted commas are removed.

1. **Direct :**    The teacher **said**, "Get out from the class, Dev."
    **Indirect :**  The teacher **ordered** Dev to get out from the class.
2. **Direct :**    The mother **said to** her son, "Work hard."
    **Indirect :**  The mother **advised** her son to work hard.

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3. **Direct :** The teacher said, "**Do not** make noise, students."
   **Indirect :** The teacher **forbade** the students from making noise.
4. **Direct :** He **said**, "Be quiet and listen to my words."
   **Indirect :** He **urged** them **to** be quiet and listen to his words.

**D. Change the following sentences from direct speech to indirect speech:**

1. Kavya said to Ajit, "Stand up on the bench."
   _____

2. The boss said to the manager, "Do not tell a lie."
   _____

3. The officer said to his assistants, "Do it at once."
   _____

4. The old man said to the boy, "Please help me."
   _____

5. Rozi said to her boss, "Please grant me leave for two days."
   _____

6. The teacher said to Suraj, "Obey your parents."
   _____

7. Megha said to Parul, "Have a cup of tea."
   _____

8. She said to her friend, "Always speak the truth."
   _____

## Exclamatory and Wish

In reporting an Exclamation in the Indirect speech, the introductory verb is changed into **exclaim**, **praise**, **cry**, **wish**, **bless** or some other similar verbs.

The words showing exclamation such as **alas**, **hurrah**, **how**, **hey**, etc. are omitted.

The sign of exclamation is omitted.

The exclamatory sentence is changed into a statement before it is converted into the indirect speech.

1. **Direct :** The officer said, "Bravo! Victory is ours."
   **Indirect :** The officer **exclaimed** that the victory was theirs.
2. **Direct :** The travellers said, "What a beautiful building!"
   **Indirect :** The travellers **exclaimed** that the building was very beautiful.

**E. Change the following sentences into indirect speech.**

1. Rishab said to him, "How tall the tree is!"
   _____

2. Teacher said to me, "May you get success in life!"
   _____

3. My grandfather said to me, "May you live long."
   _____

4. He said, "Hurrah! My friend has come."

_____

6. I said, "His soul live in peace!"

_____

7. Subject said, "Long live the king!"

_____

8. Boys said, "Hurrah! We have won the match."

_____

## Points to Remember

- **A Sentence** is said to be in direct speech when the exact words of a speaker is reproduced.
- **A Sentence** is said to be in indirect speech when the meaning of the speaker's words is conveyed in the reporter's words.
- **The Direct speech** is always kept within inverted comma. A comma separates the direct speech from the rest of the sentence.
- While changing a sentence from direct speech to indirect speech, some necessary changes are made like the tense of the verb the personal pronouns, the words expressing nearness in time or place.

## My Activity Corner

Fill in the blanks with the correct option.

1. Rahul : 'I like rice and fish'.

   Varun : Rahul said that he ......................... rice and fish.

   (a) liked    ☐        (b) likes    ☐        (c) liking    ☐

2. Devika : 'I will buy a gift tomorrow.'

   Rubina : Devika said that she ...................... gift.

   (a) will buy    ☐        (b) would buy    ☐        (c) would buying    ☐

## My EeeBee Interactive Activities

| Listening | Speaking | Reading | Writing | Grammar | Vocabulary |

WRITE YOUR SCORE

Practice your LSRW Skills

on Communication Lab