

## 11

# The Voice of Speech (Direct and Indirect Speech)



**Hello, my expressive learners!** I'm EeeBee, and today we're tuning into speeches not just what people say, but how we can report it in two different ways.

Let's listen, learn, and retell like grammar wizards!

## LEARNING OUTCOMES



- What is Direct and Indirect Speech?
- Rules of Changing Speech
- Reporting Verbs and Connectors
- Changes in Tenses, Pronouns, and Modals
- How to change Interrogative and Imperative Sentences

## LEAD IN



**Direct Speech:** "I love chocolates", said Meera.

**Indirect Speech:** Meera said that she loved chocolates.

**Did you notice?**

In Direct Speech, we use Quotation Marks.

In Indirect Speech, we remove quotes and adjust the sentence!

SHOP



## What is Direct and Indirect Speech?

Reported speech is how we represent the speech of other people or what we ourselves say.

There are two main types of Reported Speech: **Direct speech** and **Indirect speech**.

- **Direct speech** repeats the exact words the person used, or how we remember their words:

**For Example:** Barbara said, "I didn't realise it was midnight."

- In **indirect speech**, the original speaker's words are changed.

**For Example:** Barbara said she had n't realised it was midnight.

In this example, I becomes she and the verb tense reflects the fact that time has passed since the words were spoken: didn't realise becomes hadn't realised.

Speech Type	Description	Example
Direct Speech	The exact words of the speaker	She said, "I am ready".
Indirect Speech	Reported version of what was said	She said that she was ready.

## Rules of Changing Speech:-

### Basic Rules:

1. Remove quotation marks
2. Use a reporting verb (said, told, asked, etc.)
3. Change the tense, pronouns, and time words
4. Use 'that', 'if', or 'to' as connectors

## Reporting Verbs and Connectors:-

Reporting Verb	Use With	Example
said / told	statements	She said that... / He told me that...
asked / inquired	questions	He asked if...
ordered / requested / advised	commands	She ordered me to...

## Changes in Tenses

**Tense Shift Chart** (when reporting verb is in past tense):

Direct Speech	Indirect Speech
Present Simple	Past Simple
Present Continuous	Past Continuous
Present Perfect	Past Perfect
Past Simple	Past Perfect
Will/Shall	Would/Should
Can/May	Could/Might

No tense change if the reporting verb is in present/future tense.

## Change of Pronouns and Time Words

**Pronouns** change according to the **subject and object**:

She said, "I love my dog".

She said that **she** loved **her** dog.

**Time/Place Word Changes:**

Direct Speech	Indirect Speech
today	that day
tomorrow	the next day
yesterday	the previous day
now	then
here	there
this	that
these	those

## Changing Interrogative Sentences

### Rules:

- Use **if/whether** for Yes-No questions.
- Use the **question word** (who, what, where...) if it exists.
- Change the question into **statement form**.

### Examples:

- He said, "Are you ready?"  
→ He asked if I was ready.
- She said, "Where is the key?"  
→ She asked where the key was.



## Changing Imperative Sentences (Orders, Requests, Advice)

### Rules:

- Use to + base verb
- Use not to for negative commands
- Use reporting verbs like told, ordered, requested, advised

### Examples:

- Mother said, "Clean your room."  
→ Mother told me to clean my room.
- He said, "Don't shout."  
→ He told me not to shout.
- She said, "Please help me."  
→ She requested me to help her.



## PRACTICE ACTIVITIES - LET'S TRY TOGETHER



**Skills/Level**  
READING & WRITING/A1



### A Convert to Indirect Speech

1. Ria said, "I am going to school".
2. He said, "I will call you tomorrow".
3. The teacher said, "Open your books".
4. She said, "Where do you live"?
5. Father said, "Don't waste food".

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### B Choose the Correct Indirect Form

1. She said, "I like mangoes".  
(a) She said that she likes mangoes.  
(b) She said that she liked mangoes.  
(c) She told that she liked mangoes.

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2. He said, "I can help you".

- (a) He said that he can help me.
- (b) He said that he could help me.
- (c) He said to help you.



## MY ACTIVITY CORNER: COMIC STRIP REPORT!

Draw a two-panel comic where a character says something, and EeeBee reports it in indirect speech. Use speech bubbles and thought clouds!

### COMMUNICATION SKILLS - LET'S TALK

#### A. SPEAKING TIME

Sit in a circle. One student says a sentence in direct speech. The next person converts it to indirect speech and passes a new direct sentence to the next.

#### B. LISTENING CHALLENGE

Teacher or EeeBee says 5 direct speech lines aloud. Students note them down and report them in indirect speech.



**Skills/Level**  
SPEAKING & LISTENING/A2



### ASSESSMENT & REVIEW - HOW WELL DID I LEARN?



Concept	Key Idea
Direct Speech	Exact words in quotation marks
Indirect Speech	Reported without quotes, with changes
Changes	Tense, pronouns, time words
Interrogatives	Use 'if' or 'question word'
Imperatives	Use 'to' or 'not to' + verb

## SELF-ASSESSMENT CHECKLIST

How well did you learn? Colour the face that shows how you feel.



I can do it well !



I need a little help

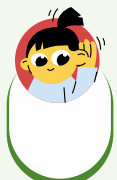


I need more practice

- A. Change Statements from Direct to Indirect speech
- B. Change Questions using 'If' or 'Wh' words
- C. Use the right Reporting Verbs
- D. Change Pronouns and Time Expressions correctly



## EEEBEE INTERACTIVE ACTIVITIES



Listening



Speaking



Reading



Writing



Grammar



Vocabulary

WRITE YOUR SCORE

Practice your LSRW Skills



on Communication Lab



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