



INDIAN SCHOOL AL WADI AL KABIR

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| Class: VIII | Department: ENGLISH | November 2021 |
| WORKSHEET NO: 22 | Topic: Reported Speech worksheet | Note: To be written in notebook and partly for reference |

When we report the exact words of the speaker and write them within inverted commas, it is said to be in **direct speech**.

e.g. Neha said, “Roger Federer has won the match against Rafael Nadal.”

In **Indirect speech or reported speech** we do not report the exact words of the speaker but convey the substance or meaning of a person’s speech.

We make some changes when we refer to time, place, personal pronouns and possessive adjectives. The inverted commas are not used in indirect speech.

e.g. Gargi said that she enjoyed watching the movie Avatar.

While converting sentences from Direct to Indirect speech there are 3 main points you can keep in mind:

- Remove the quotation marks and the comma, and add the word 'THAT'.

1. Get rid of quotation marks



- BACKSHIFT the verb(s). This means make the verb more past.

2. Backshifting Verb

| Present | Simple Present | Present Continuous | Present Perfect | Future | Future Perfect |
|----------|----------------|--------------------|-----------------|--------|-------------------|
| is/are | is/are | is/are + ing | is/are + ed | will | will + have + ed |
| was/were | was/were | was/were + ing | was/were + ed | would | would + have + ed |

- Change the POINT-OF-VIEW words, such as personal pronouns, possessive determiners, demonstrative pronouns, demonstrative determiners, adverbs of time, and a couple adverbs of place.

3. Point of view



Changing Assertive Sentences:

The **sentence** which declares or asserts a statement, feeling, opinion, incident, event, history, or anything is called an **assertive sentence**. An **assertive sentence** ends with a period (.). **Assertive sentences** can be either affirmative or negative.

Assertive sentences in the indirect speech are introduced by the conjunction 'that'

E.g. He said to Ram, "You are a good boy".
He told Ram that he was a good boy.

EXERCISE ONE: Rewrite the following sentences in reported speech

1. The coach said to the Indian cricket team, "Your fielding is not up to the mark."
2. The old man said to the sailor, "The sea will be rough according to the weather forecast."
3. The plumber said to the lady, "I will replace the tap next week."
4. Mohan said to the new watchman, "You have to give relevant papers for police verification."
5. Gita met Nirmala and said, "I liked the cupcakes that you sent."

Changing Interrogative Sentences:

An **interrogative sentence** asks a direct question and is punctuated at the end with a question mark.

In reporting questions, the indirect speech is introduced by such verbs as asked, enquired, wondered, wanted to know.

(a) If the answer to the question is either yes or no, we use 'whether' or 'if'.
He said, "Will you listen to such a man?"
He asked them whether/if they would listen to such a man.

(b) In negative statement we use 'do' and 'did'. The same is used in negative indirect questions.
"Don't you like to play football" Hari asked Ram.
Ram asked Hari if/whether he didn't like to play football.

EXERCISE TWO: Rewrite the following sentences in reported speech

1. Sana said, "Mother, where have you kept my new pair of jeans?"
2. Mridula asked Manisha, "Did you buy the magic show tickets?"
3. Sita said to him, "Will you play today?"
4. He said to his sister, "Can you sing like a professional singer?"
5. The Chemistry teacher said to her students, "You have understood the experiment, haven't you?"

Changing Imperative Sentences:

Imperative verbs are verbs that create an **imperative sentence** (i.e. a **sentence** that gives an order or command). When reading an **imperative sentence**, it will always sound like the speaker is bossing someone around. **Imperative** verbs don't leave room for questions or discussion, even if the **sentence** has a polite tone.

(a) In reporting an imperative sentence like a command or request, the reporting verb 'say' or 'tell' is changed to a verb expressing a command, advice or request e.g.

Word used in Commands: – order, bid, warn

Word used in Request: – request, implore

Word used in Proposal: – advise, proposed, suggest

Word used to Prohibit: – forbid.

Word used in Entreaty: – entreat, pray, beg.

(b) 'That' is commonly not used.

Note:

When 'let' in direct speech expresses a proposal or a suggestion we use 'should' and change reporting verb to 'propose' or 'suggest'.

***He said to me "let us have tea".**

***He suggested to me that we should have tea.**

When let does not express a proposal it should be changed to 'might' or any other verb according to the sense.

***He said, "let me have some food".**

***He wished that he might have some food.**

EXERCISE THREE: Rewrite the following sentences in reported speech

1. He said to her, "Go there."
2. The chef said to the helper, "Chop the vegetables quickly."
3. The student said to the librarian, "Please allow me to go to the library."
4. Grandma said to Kush, "Avoid drinking chilled water as it will further harm your sore throat."
5. He said, "Let's go to the market."
6. The chairman of the water board said, "Let us adopt the method of water harvesting and try to solve the water crisis."

Changing Exclamatory Sentences:

An **exclamatory sentence** is a **sentence** that expresses great emotion such as excitement, surprise, happiness and anger, and ends with an **exclamation** point.

(a) All interjections are omitted, but their force is kept by suitable adverbs or expressive words as given below.

-The conjunction 'that' is used after the reporting verb e.g.

"Alas! Sohan has failed in his exams," said Rohan.

Rohan exclaimed with sorrow that Sohan had failed in his exams.

(b) Exclamatory words 'what or 'how' are changed into very, highly, greatly according to the sense e.g.

"What a nice day it is," she said.

She exclaimed that it was a very nice day.

NOTE: When a sentence expressing a wish or desire is changed into indirect speech, we change the reporting verbs into words like 'bless, pray, wish' to convey the meaning of the complete expression.

EXERCISE FOUR: Rewrite the following sentences in reported speech

1. She said, "Oh! What a lovely dress."
2. They said, "Alas! We have lost our way in the forest."
3. He said, "Oh! I have met you after a long time."
4. The players said, "Bravo! We have scored more goals than the other team."
5. He said, "May you succeed in your venture, my daughter."