

REPORTED SPEECH B2 LEVEL CAMBRIDGE EXAM PREPARATION

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INTRODUCTION TO REPORTED SPEECH

What is Reported Speech?

Reported speech is when we tell someone what another person said, but we do not use their exact words. Instead, we usually change the verb tense and pronouns to fit the new context.

Example:

- Direct Speech: "I am studying for my exam," she said.
- Reported Speech: She said (that) she was studying for her exam.

Why do we use reported speech?

- To report what someone said without quoting them directly.
- To summarize conversations.
- To tell stories or relay information in a formal way.

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A) Verb Tense Changes

CHANGES IN REPORTED SPEECH

Direct Speech	Reported Speech
I am happy.	She said she was happy.
I work hard.	He said he worked hard.
I have visited London.	She said she had visited London
I will call you.	He said he would call me

Exceptions:

If the reporting verb is in the present (e.g., "He says"), there is no tense change.

- Direct Speech: "I love pizza."
- Reported Speech: He says (that) he loves pizza.

If the statement is a general truth, we do not need to change the tense.

- Direct Speech: "The sun rises in the east."
- Reported Speech: She said (that) the sun rises in the east.

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CHANGES IN REPORTED SPEECH

B) Pronoun and Time/Place Changes

When reporting speech, pronouns, time expressions, and place references may need to be changed.

Pronoun Changes:

- Direct Speech: "I love my job," she said.
- Reported Speech: She said she loved her job.

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CHANGES IN REPORTED SPEECH

Time and Place Changes:

now → then

today → that day

tomorrow → the next day / the following day

yesterday → the day before

next week → the following week

last week → the previous week

here → there

this → that

these → those

CHANGES IN REPORTED SPEECH

Example:

- Direct Speech: "I will meet you here tomorrow."
- Reported Speech: He said he would meet me there the next day.

REPORTING DIFFERENT SENTENCE TYPES

A) Reporting Statements

Structure: Subject + said (that) + sentence

- Direct: "I like chocolate," she said.
- Reported: She said (that) she liked chocolate.

B) Reporting Questions

1. Yes/No Questions → Use if or whether

- Direct: "Do you like pizza?" she asked.
- Reported: She asked if I liked pizza.

2. Wh- Questions → Keep the question word (who, what, where, etc.) but use normal sentence order.

- Direct: "Where do you live?" he asked.
- Reported: He asked where I lived.

Note: Do NOT use the auxiliary do/does/did in reported questions.

REPORTING DIFFERENT SENTENCE TYPES

C) Reporting Commands & Requests

Structure: Subject + told/asked + object + (not) to + verb

- Direct: "Close the door!" she said.
- Reported: She told me to close the door.
- Direct: "Don't be late," he said.
- Reported: He told me not to be late.

COMMON REPORTING VERBS

Besides "say" and "tell," we can use:

- Ask → for questions or polite requests.
- Order, command, warn → for strong instructions.
- Advise, recommend, suggest → for advice.
- Promise, admit, deny, agree, refuse → for specific speech actions.

Example:

- Direct: "You should eat more vegetables," she said.
- Reported: She advised me to eat more vegetables.

PRACTICE EXERCISES

B) Correct the Errors:

Find and correct mistakes in the following reported speech sentences:

1. She said she likes ice cream. (check tense!)
2. He told me go to the store. (missing word!)
3. She asked me where do I live. (wrong question structure!)