

Beginner lessons for Reported Speech

Master Reported Speech for Effective Communication!

DEFINITION

Reported speech is used to convey what someone else has said without quoting them directly. It often involves changing the tense and pronouns from the original statement.

KEY CONCEPTS

Direct vs. Reported Speech

Direct speech quotes the exact words spoken, while reported speech paraphrases them.

Tense Changes

When converting to reported speech, the verb tense usually shifts back one step (e.g., present to past).

Pronoun Adjustments

Pronouns often change to match the perspective of the reporter (e.g., 'I' becomes 'he/she').

Reporting Verbs

Common verbs like 'said', 'told', and 'asked' introduce reported speech and indicate the type of statement.

Time Expressions

Time expressions may also change (e.g., 'today' becomes 'that day').

EXAMPLES

- 'She said, I am happy.' becomes 'She said that she was happy.'
- 'He asked, Are you coming?' becomes 'He asked if I was coming.'

MEMORY TIPS

- ★ Remember: 'Reported' means 'rephrased'!
- ★ Think of 'Tense Shift' as a step back in time.
- ★ Use the acronym 'PRIME' for Pronouns, Reporting verbs, Indirect speech, Modifications, and Expressions.

COMMON MISTAKES

- ✗ Forgetting to change the tense when reporting.
- ✗ Using direct quotes instead of paraphrasing.
- ✗ Neglecting to adjust pronouns and time expressions.

QUICK RECAP

Reported speech allows you to share what others have said in your own words. Remember to adjust tenses, pronouns, and time expressions for accuracy.