



SPEECH

- a) Direct speech
- b) Indirect speech

Direct speech

Reporting Clause			Reported Clause
Anik	said to	Anika	“A crow carried your son away”
Subject	Reporting verb	object	

Indirect speech

Anik	told	Anika	that	a crow had carried her son away.
Subject	Reporting verb	object	linker	Reported speech

DIRECT TO INDIRECT SPEECH

- Change of reporting verb
- Inverted commas are left out
- Change of persons of reported clause
- Change of tense
- Change of some words (adverb/verb)

➤ Change of reporting verb:

Direct(Sentence of R.C)	Indirect
<ul style="list-style-type: none"> • Assertive sentence 	<ul style="list-style-type: none"> • said -----said • said to -----told + object
<ul style="list-style-type: none"> • Interrogative sentence 	<ul style="list-style-type: none"> • asked
<ul style="list-style-type: none"> • Imperative sentence 	<ul style="list-style-type: none"> • to express request -----requested • to express order -----ordered/commanded • to express advice -----advised • let us ----- proposed/suggested • let me/ him/her/them----- said/told • otherwise ----- said/told
<ul style="list-style-type: none"> • Optative sentence 	<ul style="list-style-type: none"> • wished/prayed (object will not be set)/ for + object
<ul style="list-style-type: none"> • Exclamatory sentence 	<ul style="list-style-type: none"> • to express joy (hurrah)----- exclaimed with joy • to express sorrow(alas) ----- exclaimed with sorrow • to express disgust ----- exclaimed with disgust • to express surprise ----- exclaimed with surprise • to express wonder ----- exclaimed with wonder • to express bravo ----- applauded • Otherwise ----- exclaimed

➤ Inverted commas are left out:

Direct(Sentence of R.C)	Indirect
<ul style="list-style-type: none"> • Assertive sentence 	<ul style="list-style-type: none"> • that

• Interrogative sentence	• Auxiliary verb ----- if/whether • Wh word -----wh word
• Imperative sentence	• Base form of verb ----- to • Negative ----- not to • Let's /us ----- that + we should(if R.V consists of first person)/ they should +---- • Let me/ him/her/them ----- that + sub + might -----
• Optative sentence	• that
• Exclamatory	• that

➤ **Change of persons of reported clause:**

- First person (I, me, my, mine, we, us, our, ours) will be changed according to the **subject** of reporting verb.
- Second person (you, your, yours) will be changed according to the **object** of reporting verb.
- Third person will not be changed.

N. B: We will not be changed if R.V is consisted of first person. (We -----they)

➤ **Change of tense:**

Direct	Indirect
• present indefinite	• past indefinite
• am, is, are	• was, were
• have, has	• had
• past indefinite	• past perfect
• was, were	• had been
• shall, will, can, may, use to,	• would, could, might, used to
• should, would, could, might, used to, ought to,	• unchanged
• must	• had to

To remember:

- If the R.V is **present/future tense**, the tense of R.C will **not be changed**.
- If the R.C expresses **universal truth/ habitual fact/proverbs**, the tense will **not be changed**.
- If **must** indicates **obligation**, **must not be changed**.
- If R.C contains with two **Past Tenses** or **one past tense** and the **another past perfect tense**, the tense will not be changed.
- Tense of unreal sentence will not be changed.

➤ **Change of some words (adverb/verb):**

Direct	Indirect
• Tomorrow	• the next day
• today	• that day
• yesterday	• the previous day
• now	• then
• here	• there
• this	• that
• these	• those
• come	• go
• ago	• before
• last night	• the previous night
• next week	• the following week
• the day before yesterday	• two days before
• the day before tomorrow	• in two day's time



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592, North Shahjahanpur, Dhaka. Cell: 01772828790

To remember:

- **This/that/these/those** (This/that/these/those + noun) change to **the**.
- **This** (this+ time expression) changes to **that**.
- **Come** will not be changed if it expresses own coming
- **Here** will be **there** if it denotes **definite place**.
- **This that (subject)** ----- **it**

Exceptional :

Direct	Indirect
<ul style="list-style-type: none"> • Good morning/afternoon/evening / happy Christmas/ happy birth day etc. • Ex: Father said, "Good morning, my son." 	<ul style="list-style-type: none"> • Subject + wished + object + good morning /afternoon/evening etc. • Father wished his son good morning.
<ul style="list-style-type: none"> • Good bye/ good night / farewell • Ex: Mouri said, "Good bye, my friends." 	<ul style="list-style-type: none"> • Subject + bade + object + Good bye/ good night / farewell etc. • Mouri bade her friends good bye.
<ul style="list-style-type: none"> • Thank you / congratulations /welcome • Ex: she said, "Thank you." 	<ul style="list-style-type: none"> • Subject + thanked /congratulated /welcomed + object. • She thanked me.

Exceptional imperative sentence:

Direct (Sentence of R.C)	Indirect
<ul style="list-style-type: none"> • You + must/should/ought (to express advice) • Ex: Abeer said, "You should take some exercise every day." 	<ul style="list-style-type: none"> • R. V. + to + verb (base form)+ ext. • Abeer advised me to take some exercise every day.
<ul style="list-style-type: none"> • You + might (to express request) • Ex: Dina said, "You might attend the party on my behalf." 	<ul style="list-style-type: none"> • R.V + to + verb (base form)+ ext. • Dina requested me to attend the party on her behalf.
<ul style="list-style-type: none"> • Questions beginning with will you/would you/could you (to express command/request/invitation) • Ex: Rita said, "Would you open the door, please?" 	<ul style="list-style-type: none"> • R.V + to + verb (base form)+ ext. • Rita requested to open the door.

Passage narration:

Direct	Indirect
<ul style="list-style-type: none"> • Yes 	<ul style="list-style-type: none"> • replied in the affirmative(old) • Sub + said/replied + that + sub + auxiliary verb. (new)
<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • replied in the negative(old) • Sub + said/replied + that + sub + auxiliary verb + not. (new)
<ul style="list-style-type: none"> • Sir 	<ul style="list-style-type: none"> • with due respect, respectfully (t), politely

<ul style="list-style-type: none"> To address 	<ul style="list-style-type: none"> addressing as
<ul style="list-style-type: none"> Tag question 	<ul style="list-style-type: none"> sub + assumed + that sub + auxiliary verb + not (affir) / x
<ul style="list-style-type: none"> Sorry 	<ul style="list-style-type: none"> apologized
<ul style="list-style-type: none"> My dear 	<ul style="list-style-type: none"> affectionately
<ul style="list-style-type: none"> To denote surprise 	<ul style="list-style-type: none"> being surprised
<ul style="list-style-type: none"> hello 	<ul style="list-style-type: none"> drawing the attention of
<ul style="list-style-type: none"> to express swear (by Allah/Jesus/God) ---- 	<ul style="list-style-type: none"> sub + swore + by Allah/Jesus/God ----
<ul style="list-style-type: none"> more than one sentence 	<ul style="list-style-type: none"> also/again/added/further added /then

SPEECH (PRACTICE)

Change the narration of the following sentences.

1. She says to me, "I will never go there".
2. The teacher said, "Ice floats on water."
3. Ripa said, "I must write a letter."
4. She says, "I was ill."
5. She said to Raihana, "You will meet me tomorrow."
6. Pinki said to Rinki, "I went to your house yesterday, but I did not find you."
7. He said to me, "You must decide what you want to do."
8. The Mayor said to the workers, "We must keep the streets neat and clean."
9. The teacher said, "Students must obey their parents."
10. The boy said, "Mother, I'm hungry."
11. They said to me, "We shall open the farm."
12. He says to me, "I shall punish her."
13. Karim said, "I came to Dhaka this morning."
14. The man said to the girl, I know you and your father.
15. Shelly said to me, "I want to go to school now".
16. He said to me, "I went to your house yesterday."
17. Runa says, "Mother, I must do a good result this year."
18. He says, "I am glad to be here this evening."
19. He said, "I passed the examination."
20. Laila said, "Father, I shall go to bed now."
21. The teacher said to the students, "You must listen to what your parents say."
22. He said to his brother, "I am writing a letter."

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23. He said, "I ate my meal"
24. Kamal said to Rahman, "I shall meet her today."
25. Shima said to Mina, "She took part in the function yesterday."
26. She said to her mother, "I dreamt a bad dream last night."
27. He said, "I wrote the letter yesterday."
28. Rani said, "I expect, I will do it tomorrow."
29. He said to me, "I can sing."
30. He said to me, "You were absent in the meeting yesterday."
31. He said, "Water flows downwards."
32. "You may go." She said to the porter.
33. The stranger said to them, "I have come here because I have a message to give you."
34. Ruma said, "My father will go home tomorrow."
35. Salma said, "This dress will cost me one thousand taka."
36. Father said, "Allah helps those who help themselves."
37. My friends said to me, "You are lucky."
38. He said, "Man is mortal."
39. Father said to his son, "You must obey your teacher."
40. He said to me, "It is 5 O'clock by my watch."
41. The teacher said to the students, "The sun rises in the east."
42. He says, "I read newspaper every day."
43. He said to me, "You do not do your duty."
44. Karim said to Rahim, "I shall meet you today."
45. Amina said, "I shall meet you today."
46. Father said, "Slow and steady wins the race."
47. Ali says, "I did not play yesterday."
48. She said to me, "I was waiting for you here yesterday."

49. Laila said to Rana, "I shall come to your house tomorrow."
50. Reena said to Sheemi, "The sun gives us light."
51. He will say, "I am tired."
52. He said to his brother, "I have completed my homework."
53. My mother said to me, "Will you go to school tomorrow?"
54. Anwar said to Mrs. Amin, "What kind of stories did Aesop tell?"
55. Monir said to him, "How do you like the cake?"
56. Kalam said to Asif, "Have you seen the man who came to visit me yesterday?"
57. "Do you want a single or double room?" the receptionist said to the tourist.
58. He said to the girl, "What is your name?"
59. He said to me, "Where do you live?"
60. Nabila said to me, "Where did you go yesterday?"
61. My sister said to me, "Why are you sitting alone in your room at this hour?"
62. The teacher said to the student, "Have you done your English lesson today?"
63. My uncle said to me, "What will you do after your exam finishes?"
64. Father said, "How did you do the work?"
65. I said to her, "Where did you go yesterday?"
66. "Were you hungry, friends?" said the captain.
67. He asked me if I had done the work.
68. The boy said to his friend, "Have you done the sum?"
69. The man said to me, "Where do you live?"
70. He said to me, "Did you follow my examples?"
71. He said to me, "What is your name?"
72. My mother said to me, "Why did you not go to school yesterday?"
73. He said to me, "Do you know my friend?"
74. A stranger said to me, "What is your name?"
75. He said to me, "When will you go home?"
76. He said, "Can't you see my picture?"
77. He said to me, "Can I borrow your pen?"



78. He said to the boy, "Why did you insult me?"
79. She said to me, "What's your father?"
80. Kamal said to Helal, "Where do you live?"
81. The man asked me when I would be able to help him.
82. Mrs. Amin said to Anwar, "Do you know what fables are?"
83. Father said to me, "Where were you so long?"
84. The man said to the stranger, "What is your name and why did you come here?"
85. They said to us, "When will you return home?"
86. Our teacher said to me, "Are you reading the book?"
87. He said to me, "Are you reading the book?"
88. Karim said to me, "Why did you call me?"
89. I said to the headmaster, "Will you grant me a full-free studentship?"
90. The old man said to me, "Why are you looking so sad?"
91. The teacher said to the students, "Let's try to solve the problem."
92. The girl said to the mother, "Don't worry for me."
93. "Call the first witness," said the judge.
94. He said to me, "Let's go to mosque."
95. Rahim said to Karim, "Please give me a book."
96. He said to me, "Always speak the truth."
97. Father said to me, "Do not waste your time."
98. He said, "Pardon me, sir".
99. The captain said to the soldiers, "March on."
100. The college prefect said to the cadets, "Move fast."
101. Mr. Grasshopper said to Mr. Ant. "Sit down and relax."
102. "Don't worry for me" the girl said to her mother.
103. He said to me, "Please, give me a glass of water."

104. They said to us, "Let us decide the matter ourselves."
105. Father said to his son, "Always behave well."
106. The manager said to the officer, "Let us solve the problem."
107. He said, "Let him do whatever he likes."
108. Ruplal shouted, "Leave me and go away."
109. Salam said to his servant, "Do as I tell you."
110. The student said to the teacher, "Please, explain the matter again, sir."
111. The teacher said, "Let him do whatever he likes."
112. My friend said to me, "Let us go out for a walk".
113. "Please listen to me," said she.
114. I said to the chairman, "Let them do their duty."
115. He said to her, "Please, wait here till I return."
116. The beggar said, "Let me have something to eat."
117. Kashem said to his friends, "Let us make a garden."
118. The officer said to the man, "Leave the room at once."
119. I said to him, "Come here."
120. The people said, "Let him tell the story."
121. He said to me, "Please, give me a glass of water."
122. He said to his brother, "Do your job."
123. He said to me, "Let the fish go into water."
124. Matin said to Jamal, "Stop excessive eating."
125. He said to me, "Let me think about it now."
126. "Be attentive to study, my boy," mother said.
127. The old man said to the girl, "Always speak the truth."
128. You said to him, "Let us play football now."
129. Mother said to me, "Learn your lesson"
130. Abeer said, "You should take some exercise every day."
131. Dina said, "You might attend the party on my behalf."
132. Rita said, "Would you open the door, please?"



133. The old man said to his sons, "May Allah bless you."
134. My mother said to me, "May you be happy."
135. Mother said to her son, "May you succeed in the exam."
136. Barak Obama said, "May Bangladesh prosper day by day."
137. He said, "What a surprise!"
138. He said, "What a fall it was!"
139. She said to her friend, "What a mess you have made!"
140. He said, "How time does fly!"
141. Sharika said, "Were I the Prime Minister of Bangladesh!"
142. I said to him, "Good morning."
143. "Oh, my Lord, please do not kill the child," said the woman.
144. "Congratulations!" I said.
145. He said to me, "Congratulations!"
146. "Yes, sir." the student replied. "I have done my duty."
147. I said to him, "Coward."
148. My mother said to me, "Good night, my sweet heart."
149. He said, "Good bye, my friends."
150. They congratulated me.
151. The boy said, "Sir, please grant me leave in advance."
152. "No," replied the traveler. "I only want a meal."
153. "Sorry, sir" said the boy. "I was asking for a pen to my friend."
154. "How funny you are!" said the Mayor. "Take only fifty."
155. "Hold your tongues!" he muttered, glaring fiercely in their faces
156. "Yes, I have finished reading the book," I replied.
157. He said, "That's bad."
158. He said, "By Allah, I did not take your pencil."