

DIRECT AND INDIRECT (REPORTED) SPEECH

What is Direct Speech?

- The exact words of a person.
- The person's words will be in quotation marks (“...”).
- When people are having a conversation, they will speak to each other directly. (from the horse's mouth)

Examples:

Introductory verb verb tense
John **said**, “I **am going** to the shop.”

Introductory verb verb
Thandi **asked**, “**Can** you **help** me with my homework?”

Introductory verb verb tense
Sipho **said**, “We **are playing** soccer after school.”

Introductory verb verb tense
The coach **said**, “All of you **have to practise** today.”

Introductory verb verb tense
Lerato **exclaimed**, “I **love** this song!”

NOTE: The verb determines the tense.

Reminder:

Three main Tenses:

- Present Tense
- Past Tense
- Future Tense

Analysing the sentence:

Introductory verb verb tense

John **said**, "I **am going** to the shop."



- **Introductory verb:** Past tense
- **Verb tense:** Present Continuous Tense

REPORTED SPEECH

What is Reported Speech?

- We tell someone what another person said.
- Not your direct words.
- No inverted commas.

RULES:

- Use the introductory verb.
- Change pronouns.
- Adjust time and place expressions.
- Remove quotation marks.
- The verb takes 'a step' into the past.

CONVERT DIRECT SPEECH TO REPORTED SPEECH (introductory verb in the past tense)

- DIRECT SPEECH: John **said**, "**I am going** to the shop."
- Introductory verb: **said** (past tense)
- Change pronouns: **I – he**
- Quotation marks removed.
- The verb takes 'a step' into the past: **am going – was going**.
- Present continuous tense – past continuous tense
- REPORTED SPEECH: John **said** that **he was going** to the shop.

- DIRECT SPEECH: The coach **said**, “All of **you** **have to practise today**.”
- Introductory verb: **said**
- Change pronouns: **you** – **they**
- Quotation marks removed.
- The verb takes ‘a step’ into the past: **have** to practise – **had** to practise.
- Present perfect tense – past perfect tense
- Adjust time and place expressions: **today** – **that day**.
- REPORTED SPEECH: The coach **said** that **they** **had to practise that day**.

TIME AND PLACE EXPRESSIONS

Direct Speech word/phrase	Changes to →	Example in Reported Speech
today	that day	She said she was tired that day .
tonight	that night	He said he would study that night .
now	then	She said she was busy then .
yesterday	the previous day / the day before	He said he had left the day before .
tomorrow	the next day / the following day	She said she would go the next day .
last week	the previous week / the week before	He said he had been sick the previous week .
next week	the following week	She said she would travel the following week .
here	there	He said he was waiting there .
this (place)	that (place)	She said she loved that place .

TENSES CHANGES

<i>Direct Speech (Tense)</i>	<i>Example (Direct)</i>	<i>Reported Speech (Tense)</i>	<i>Example (Reported)</i>
Present Simple	"I like apples."	Past Simple	She said that she liked apples.
Present Continuous	"I am eating lunch."	Past Continuous	He said that he was eating lunch.
Present Perfect	"I have finished my work."	Past Perfect	She said that she had finished her work.
Past Simple	"I went to the shop."	Past Perfect	He said that he had gone to the shop.
Past Continuous	"I was walking home."	Past Perfect Continuous	He said that he had been walking home.
Will (future)	"I will call you."	Would	She said that she would call me.
Can	"I can swim."	Could	He said that he could swim .
May	"I may be late."	Might	She said that she might be late .
Must / Have to	"I must go."	Had to	He said that he had to go .

DIRECT SPEECH – introductory verb in the present tense:

Introductory verb verb tense

Peter **asks**, "**Did** you **see** my keys?"

- **Introductory verb:** Present tense
- **Verb tense:** Past indefinite tense

CONVERTING A DIRECT QUESTION INTO REPORTED SPEECH (introductory verb in the present)

- DIRECT SPEECH: Peter **asks**, “**Did you see my** keys?”
- Introductory verb: **asks** (present tense)
- Change pronouns: **you** – **he/she** and **my** – **his**
- Quotation marks removed.
- Full stop at the end of the sentence, not a question mark.
- The verb - past tense
- REPORTED SPEECH: Peter **asks** if/whether **he/she** **saw** **his** keys.

- DIRECT SPEECH: The policeman **asks** the suspects, “Where **are you going?**”
- Introductory verb: **asks**
- Change pronouns: **you – they**
- Quotation marks removed.
- The verb – present tense
- REPORTED SPEECH: The policeman **asks** the suspects where **they are** going.

REMINDER:

- **Direct Speech:**
- The speaker's exact words are used.

- **Indirect Speech (Reported Speech):**
- The speaker's words are reported without using the exact words.

- **Direct Speech:**
- Uses quotation marks (" ").

- **Indirect Speech (Reported Speech):**
- Does not use quotation marks.

- **Direct Speech:**
- A comma separates the reporting verb from the quotation.

- **Indirect Speech (Reported Speech):**
- Usually begins with that after the reporting verb.

Rules

- **Questions:**

- Remove quotation marks.
- Change the question into a statement.
- Use if or whether where necessary.
- Do not use a question mark.
- Pronouns change.
- Tense changes (introductory verb in the past)

- **Commands and requests:**

- Reports what someone said.
- No quotation marks.
- Pronouns change.

Formula

- **Direct Speech:**
Reporting Verb + Comma + "Exact Words"
- **Indirect Speech:**
Reporting Verb + that + Reported Statement
- **Example:**
 - Maria **said**, "**I love** English." → Maria **said** that **she loved** English.
 - Maria **says**, "**I love** English." → Maria **says** that **she loves** English.

Activity:

Change the following sentences into **indirect speech**.

1. Tom says, "I play soccer every afternoon."
2. The teacher says, "The learners are working hard."
3. Sarah said, "I visited my grandmother yesterday."
4. John said, "I am doing my homework."
5. The coach said, "Our team has won the match."

Change the following sentences into **direct speech**.

1. Peter says that he enjoys Mathematics.
2. The principal says that the school is growing.
3. Jane said that she was feeling tired.
4. The boys said that they had finished the race.
5. My mother said that she would visit us later.

Memorandum

Question 1

1. Tom says that he plays soccer every afternoon.
2. The teacher says that the learners are working hard.
3. Sarah said that she had visited her grandmother the previous day.
4. John said that he was doing his homework.
5. The coach said that their team had won the match.

Question 2

1. Peter says, "I enjoy Mathematics."
2. The principal says, "The school is growing."
3. Jane said, "I am feeling tired."
4. The boys said, "We have finished the race."
5. My mother said, "I will visit you later."