

Unit 5

Speech

Objectives

After the completion of this unit, you would be able to---

- explain structures of direct and indirect speech.
- transform speeches from direct to indirect.

Overview:

Lesson 1: *Direct-indirect Speech (Assertive Sentences)*

Lesson 2: *Direct-indirect Speech (Interrogative Sentences)*

Lesson 3: *Direct-indirect Speech (Imperative Sentences, Exclamatory Sentences)*

Answer Key

Lesson 1 : Direct-indirect Speech (Assertive Sentences)



Direct Speech:

Quoting the exact words of the speaker is called “Direct Speech”.

David said, “I am writing a letter now”.

Indirect Speech:

Reporting of what a speaker said without quoting his/her exact words is called ‘Indirect Speech’.

David said that he was writing a letter then.

Rule 1: Changing the adverbs:

Direct Speech	Indirect Speech
now	then
here	there
here after	there after
this	that
these	those
ago	before
thus	so
to-day	that day
to-night	that night
last night	the previous night
yesterday	the day before (or) the previous day
tomorrow	the next day (or) the following day
last week	the week before (or) the previous week
next week	the week after (or) the following week
last month	the month before (or) the previous month
next month	a month after
hither	thither
hence	thence

Rule 2: Changing Tenses:

If the reporting verb is in the Present or Future tense (e.g., say, will say) there is no change in the tense of the verb in the Indirect speech.

Antony says, “I eat a mango”.

Antony says that he eats a mango.

If the reporting verb is in the Past Tense, the tense of the verb in the reported speech or Indirect Speech must be generally changed.

1. Simple Present becomes Simple Past:

Direct: He said, "I am unwell"

Indirect: He said that he was unwell.

2. Present Continuous becomes Past Continuous:

Direct: He said, "My master is writing letters."

Indirect: He said that his master was writing letters.

3. Present Perfect becomes Past Perfect:

Direct: He said, "I have passed the examination."

Indirect: He said that he had passed the examination.

4. Simple Present Continuous becomes Past Perfect Continuous:

Direct: Shiree said, "I have been suffering from mental pain for a week."

Indirect: Shiree said that she had been suffering from mental pain for a week.

5. Simple Past becomes Past Perfect:

Direct: Shiree said, "I suffered from fever."

Indirect: Shiree said that she had suffered from fever.

6. Past Continuous becomes Past Perfect Continuous:

Direct: Abonti said, "I was reading a novel."

Indirect: Abonti said that she had been reading novel.

7. Past Perfect and Past Perfect Continuous remain unchanged:

Direct: Abonti said, "I had read a novel before he came home."

Indirect: Abonti said that she had read a novel before he came home.

Direct: Shiree said, "I had been suffering from pain for a week before he came home."

Indirect: Shiree said that she had been suffering from pain for a week before he came home.

8. In future tense, shall becomes should, will becomes would, can becomes could, may becomes might.

Direct: He said to me, "I shall read and you will write."

Indirect: He said to me that he would read and I should write.

9. Must becomes had to:

Direct: She said, "I must write a letter."

Indirect: She said that she had to write a letter.

But in case of universal bold assertion or obligation, the verb remains unchanged:

Direct: The teacher said, "Children must obey their parents."

Indirect: The teacher said that children must obey their parents.

10. In case of universal truth or habitual fact, the tense remains unchanged:

Direct: She said, "It is hot in summer."

Indirect: She said that it is hot in summer.

Direct: He said, "I walk a mile every morning."

Indirect: He said that he walks a mile every morning.

✓ **Exceptions:**

Direct: He said to his friend, "I live here in Dhaka."

Indirect: He said to his friend that he lived here in Dhaka.

Direct: He said, "We can never be happy in this world."

Indirect: He said that we can never be happy in this world.

Direct: He said to me, "You may come in."

Indirect: He told me that I might go in.

(But) Direct: I said to him, "You may come in."

Indirect: I told him that he might come in.



Exercise

Transform the following into indirect speech:

1. Ria stated to Roy, "I'm leaving tomorrow"
2. Rahman said, "She got married last year"
3. Joy regretted, "I would have visited the hospital, if I had known you were sick"
4. Ria said, "They had never been to Scotland until last year"
5. Rahman eagerly offered, "I'll come and help you on Saturday"



Answer Key:

1. Riya stated to Roy that she was leaving the next day.
2. Rahman said that she had got married the previous year.
3. Joy regretted and said that he would have visited the hospital if he had known I had been sick.
4. Ria said that they had never been to Scotland until the previous year.
5. Rahman eagerly offered that he would come and help me on Saturday.

Lesson 2 : Direct-indirect Speech (Interrogative Sentences)



Interrogative Sentence (Questions)

Rules:

- ✓ Remove the quotation marks and question mark in the interrogative sentence.
- ✓ Use 'if' or 'whether' if the sentence inside the quotation marks begins with a helping verb (Auxiliary verb).
- ✓ Use the given interrogative word (what, when, where, why, who, whom, whose, which, now etc.) if it does not begin with the helping verb.
- ✓ Don't use 'that'.
- ✓ Changing the reporting verb (say, said) into 'ask' or 'enquire' in its correct tense.
- ✓ Omit helping verb like 'do, does, did'. But don't omit them when they are with 'not'.
- ✓ Don't forget to change the person or pronouns --- he/she/I/we/you (as per demand).

Examples:

Direct: He said to me, "Are you ill?"

Indirect: He asked me if I was ill.

Direct: You said to me, "Do you know my friend?"

Indirect: He asked me whether I knew your friend.

Direct: He said to me, "What are you doing?"

Indirect: He asked me what I was doing.

(In case of future prediction, reporting verb becomes 'wonder' in indirect speech)

Direct: The man said, 'Where shall I be in 2020?'

Indirect: The man wondered where he would be in 2020.



Exercise

Transform the following into indirect speech:

1. Ria said to Joy, "Could you explain number four, please?"
2. "Where do you live?" Rahman wanted to know.
3. Joy said, "Did you arrive before seven?"

4. She asked me, “How was your holiday?”

5. I said, “Would you mind telling me how to get to the art gallery, please?”

 **Answer Key :**

1. Ria politely asked Joy if he could explain number four to her.

2. Rahman wanted to know where I lived.

3. Joy asked if I had arrived before seven.

4. She asked me how my holiday was.

5. I politely asked if he would tell me how to get to the art gallery.

Lesson 3 : Direct-indirect Speech (Imperative & Exclamatory Sentences)

Imperative Sentence (Order or Request)



Rules:

- ✓ Remove the quotation marks in an Imperative sentence.
- ✓ Use 'to' if it is an affirmative sentence. (without don't).
- ✓ Use 'not to' if the sentence begins without Don't.
- ✓ Don't use 'that'.
- ✓ Omit the word 'please'. Use the word 'request' instead of 'say'.

If the direct speech contains a request or a command, the reporting verb (say, said) changes to tell, request, order, command, etc in its correct tense.

Examples:

Direct: He said, "Spread the mat here."

Indirect: He ordered to spread the mat there.

Direct: I said to the gentleman, "Please come into the room."

Indirect: I told the gentleman politely to come into the room.

Rules in case of 'Let':

- ✓ When 'let' means proposal or suggestion, reporting verb becomes 'propose' or 'suggest' in its correct tense.
- ✓ 'that' is used to join the quoted sentences.
- ✓ Modal auxiliary 'should' is used before the finite verb.

Example:

Direct: He said to me, "Let us go home."

Indirect: He proposed (or suggested) to me that we should go home.

(But if 'let' does not mean proposal or suggested, then it becomes 'may/ might/ might be allowed')

Direct: The poor man said, "Let me have some food."

Indirect: The poor man wished that he might have some food.

When the quoted sentence means 'wish' or 'pray', reporting verb becomes 'wish' or 'pray', and the rest changes according to the rules of assertive sentence:

Direct: The mother said to her son, "May you succeed in the exam."

Indirect: The mother wished that her son might succeed in the exam.

Exclamatory Sentence

Rules:

- ✓ Change the exclamatory sentence into statement or Assertive.
- ✓ Remove the quotation marks and exclamatory mark.
- ✓ Use the conjunction 'that'.
- ✓ Omit the interjections, such as Oh, O, Alas, how, what, hurrah.
- ✓ Add the word 'very' to the adjective or adverb if necessary.
- ✓ If the verb is not given, use 'Be' form verb (is, was, are, were, am) in its correct tense according to the subject.
- ✓ Change the reporting verb (say, said) to 'exclaim joyfully'
- ✓ Use 'exclaim' sorrowfully for sorrowful incidents.

Reporting Verb in indirect speech: exclaim, cry out, pray, wish and then it changes according to the rules of assertive sentence.

Direct: He said, "Alas! How foolish I have been."

Indirect: He confessed with regret that he had been very foolish.

Direct: He said, "Farewell my friends!"

Indirect: He bade farewell to his friends. or, He bade his friends farewell.

Note 1: While changing multiple sentences into indirect speech, conjunctions are used (usually 'and'), and 'added' is used as reporting verb. For example:

Direct: He said, "I am wondering where to go." "I might change my decision."

Indirect: He said that he was wondering where to go, and added that he might change his decision.

Note 2: Short replies are expressed with complete reactions in indirect speech. For instance: "Yes" becomes replied in the affirmative, "No" becomes replied in the negative.

Note 3: If a person is addressed as Sir/Majesty/Fool or anything --- it is expressed in a complete sentence in Indirect Speech. For instance: He addressed him as Sir and said that....



Exercise

Change the following speeches:

1. The man said to her, “Did you hear that noise? Go and see what has happened there.”
2. The traveler said, “Can you tell me the way to the nearest inn?” “Yes,” said the peasant, “Do you want one in which you can spend the night?” “No,” replied the traveler, “I only want a meal.”

3. “Why are you putting up the food in your pocket, Sir? Why don’t you eat?” asked the nobleman. “I am doing the right thing. My dress deserves these rich dishes,” replied Sheikh Saadi. “Don’t understand what you mean to say,” said the nobleman.
4. How long will you live?” asked the king. With a ready wit, the astrologer said, “The stars declare that I shall die only a week before you Majesty.” Hearing this, the king turned pale and shouted, “Drive this wretch away. Let him not come here again.”
5. “Can I have a look at your paper for a moment?” asked the man next to me, “I just want to see the cricket results.” “I have not quite finished it,” I said. “Could you wait for a moment?” “No, I can’t wait long,” he said, “I am getting off at the next stop.” “Okay, you can have a glance, but return it before you get down,” I said with an unsatisfied tone.

Answer Key:

1. The man asked her if she had heard that noise and ordered her to go and see what had happened there.
2. The traveler asked the peasant if she could tell him the way to the nearest inn. The peasant replied in the affirmative and asked if the traveler wanted one in which he could spend the night. The traveler replied in the negative and said that he only wanted a meal.
3. The nobleman addressed Sheikh Saadi as Sir and asked why he was putting up the food in his pocket. He again asked why he did not eat. Sheikh Saadi replied that he was doing the right thing and added that his dress deserved those rich dishes. The nobleman said that he did not understand what he meant to say.
4. The king asked how long the astrologer would live. With a ready wit, the astrologer addressed the king as Majesty and replied that the stars declared that he would die only a week before the king. Hearing this the king had turned pale, and addressed the astrologer as a wretch, and shouted to drive him away. He also ordered that he should not be allowed to come here again.
5. The man next to me asked if he could have a look at my paper for a moment. He said that he just wanted to see the cricket results. I replied that I had not quite finished it and asked if he could wait for a moment. He replied in the negative and said that he could not wait. He added that he was getting off at the next stop. With an unsatisfied tone I agreed that he could have a glance but he had to return it before he got down.