

Intermediate 2
Unit 2, Grammar Part A
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Reported Speech

Direct Speech = We report what a person says or said without any change as a quotation.

Indirect Speech = We report what a person says or said indirectly and not through a quotation.

Reporting Statements

Point:

In direct speech, we have to use quotation marks to show that we are reporting what exactly a person says or said.

“.....” → Quotation Marks = Quotes = Inverted Commas

Examples:

Tom says, “I’m ready for the exam.” → **Direct Speech**

The students say, "We have to study hard for our final exam." → **Direct Speech**

Point:

In British English, we use single quotation marks, while in American English we use double quotation marks. Moreover, we have to use the punctuation mark at the end of quotation outside the quotation marks while in American English we keep it inside. The Above-mentioned examples are written as follows in British English:

Tom says, ‘I’m ready for the exam’. → **Direct Speech**

The students say, ‘We have to study hard for our final exam’. → **Direct Speech**

Point:

In indirect speech, we change what a person says or said into a that-clause and we have to change the pronouns and possessive adjectives if needed.

Examples:

Tom says (that) he is ready for the exam. → **Indirect Speech**

The students say (that) they have to study hard for their final exam. => **Indirect Speech**

Source:

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