



DIRECT AND INDIRECT SPEECH

English
Grammar

DIRECT SPEECH

Direct/quoted speech, involves quoting the exact words uttered by the person, within inverted commas or quotation marks.

For example:

- She said, "I won't be coming home tonight".
- Tom said, "There's a tiger outside the window."

INDIRECT SPEECH

Indirect/reported speech, on the other hand, does not have to be within quotes or reported word-to-word.

For example:

- She told him that she was happy.
- He told me that he was tired.



★ Note that the verb tense necessarily changes in reported speech. This is because when we report speech, we are talking, obviously, about something that was said in the past. Hence, it becomes necessary to use the past tense of the verb.

DIRECT SPEECH

He said, "I'm fine."

He said, "I've been married for three years."

He said, "I went to the theatre yesterday."

He said, "The show was already underway when the chief guest arrived."

INDIRECT SPEECH

He said that he was fine.

He said that he had been married for three years.

He said that he had gone to the theatre the day before.

He said that the show was already underway when the chief guest arrived. (no change in tense).

Direct Speech	Indirect Speech
Here	There
This	That
These	Those
Now	Then
Thus	So
Hence	Thence
Ago	Before
Today	That day
Tomorrow	The next day
Yesterday	The previous day
Last night	The previous night

Direct Speech	Indirect Speech
Last week	The previous week
Tonight	That night
The next day	The following day
Say	Say
Says	Says
Say to	Tell
Says to	Tells
Said	Said
Said to	Told
Will say	Will say
Will say to	Will tell

Direct Speech	Indirect Speech
Can	Could
May	Might
Must	Had to/ Would have to
Should	Should
Might	Might
Could	Could
Would	Would
Ought to	Ought to

■ Rules for change of tense and examples are as follows:

- Present simple tense **into** Past simple tense.
- Present continuous tense **into** Past continuous tense.
- Present perfect tense **into** Past perfect tense.
- Present perfect continuous tense **into** Past perfect continuous tense.

- Past simple tense **into** Past perfect tense.
- Past continuous tense **into** Past perfect continuous tense.
- Past perfect tense **remains unchanged.**
- Past perfect continuous tense **remains unchanged.**

- Future simple tense: will **into** would.
- Future continuous tense: will be **into** would be.
- Future perfect tense: will have **into** would have.
- Future perfect continuous tense: will have been **into** would have been.



PRESENT CONTINUOUS **changes into** PAST CONTINUOUS

He said, "I **am** waiting for a bus".

He said that he **was** waiting for a bus.

She said, "I **am** drinking water".

She said that he **was** drinking water.

They said, "We **are** decorating the room".

They said that they **were** decorating the room.

He said, "I **am** enjoying the music".

He said that he **was** enjoying the music.

You said, " David **is** driving a car".

You said that David **was** driving a car.

He said, "I **am not** going to college".

He said that he **was not** going to college.

PRESENT SIMPLE **changes into** PAST SIMPLE

He said, "I **write** a letter".

He said that he **wrote** a letter.

She said, "I **teach** kids".

She said that she **taught** kids.

They said, "We **play** football".

They said that they **played** football.

You said, "I **eat** an apple".

You said that you **ate** an apple.

She said, "I **work** in a hospital".

She said that she **worked** in a hospital.

He said, "I **do not like** coffee".

He said he **did not like** coffee.

PRESENT PERFECT **changes into** PAST PERFECT

She said, "I **have** bought a camera".

She said that she **had** bought a camera.

He said, "I **have** finished the work".

He said that he **had** finished the work.

They said, "We **have** spent all the money".

They said that they **had** spent all the money.

You said, "David **has** passed the exam".

You said that David **had** passed the exam.

They said, "We **have** started a business".

They said that they **had** started a business.

He said, "I **have not** received the letter".

He said that he **had not** received the letter.

SENT PERFECT CONTINUOUS **changes into**

PAST PERFECT CONTINUOUS

He said, "I **have been** living in London since 2018".

He said that he **had been** living in London since 2018.

She said, "I **have been** teaching students for five years".

She said that she **had been** teaching students for five years.

They said, "We **have been** working in a factory for three years".

They said that they **had been** working in a factory for five years.

The engineer said, "I **have been** repairing a machine since 10 AM".

The engineer said that he **had been** repairing a machine since 10 AM.

You said, "It **has been** raining for three hours".

You said that it **had been** raining for three hours.

He said, "The patient **has not been** taking medicine for three days".

He said that the patient **had not been** taking medicine for three days.

Direct Speech

Indirect Speech

PAST TENSE

PAST SIMPLE **changes into** PAST PERFECT

He said, "I **saw** a joker"

He said that he **had seen** a joker.

She said, "I **broke** the glass".

She said that she **had broken** the glass.

They said, "We **won** a prize".

They said that they **had won** a prize.

You said, "I **bought** a car".

You said that you **had bought** a car.

He said, "I **did not enjoy** the party".

He said that he **had not enjoyed** the party.

CONTINUOUS **changes into** PAST PERFECT CONTINUOUS

He said, "I **was** writing a story".

He said that he **had been** writing a story.

She said, "I **was** washing the shirts".

She said that she **had been** washing the shirts.

They said, "We **were** watching a movie".

They said that they **had been** watching a movie.

She said, "I **was not** making a noise".

She said that she **had not been** making a noise.

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PAST PERFECT **remains the same.**

He said, "I **had** resolved the issue".

He said that he **had** resolved the issue.

She said, "I **had** completed the task".

She said that she **had** completed the task.

David said, "I **had** gone to school".

David said that he **had** gone to school.

She said, "I **had not** received the letter.

She said that she **had not** received the letter.

PAST PERFECT CONTINUOUS **remains the same.**

He said, "I **had been** using the same car since 2005.

He said that he **had been** using the same car since 2005.

She said, "I **had been** reading a book since 10 AM".

She said that she **had been** reading a book since 10 AM.

They said, "We **had been** helping poor people for three years.

They said that they **had been** helping poor people for three years.

Direct Speech

Indirect Speech

FUTURE TENSE

FUTURE SIMPLE: will **changes into** would be

He said, "I **will** buy a camera".

He said that he **would** buy a camera.

He said, "I **will** go to London".

He said that he **would** go to London.

She said, "I **will** wear a new dress".

She said that she **would** wear a new dress.

They said, "We **will** celebrate the birthday of our son".

They said that they **would** celebrate the birthday of their son.

You said, "I **will not** waste my time".

You said that you **would not** waste your time.

FUTURE CONTINUOUS: will be **changes into** would be

He said to me, "I **will be** waiting for you".

He said to me that he **would be** waiting for me.

She said, "I **will be** cleaning the room.

She said that she **would be** cleaning the room.

The kids said, "We **will be** playing with toys".

The kids said that they **would be** playing with toys.

He said, "The patient **will not be** feeling well".

He said that the patient **would not be** feeling well.

FUTURE PERFECT: will have **changes into** would have

He said, "I **will have** started a new job.

He said that he **would have** started a new job.

She said, "I **will have** cooked some food".

She said that she **would have** cooked some food.

They said, "We **will have** succeeded in our mission".

They said that they **would have** succeeded in their mission.

He said, "David **will have** spoken the truth".

He said that David **would have** spoken the truth.

They said, "We **will not have** finished the work.

They that they **would not have** finished the work.

FUTURE PERFECT CONTINUOUS: will have been changes into would have been

He said, "David **will have been** living in America since 10th April".

He said that David **would have been** living in America since 10th April.

She said, "I **will have been** listening to the music since 9 AM.

She said that she **would have been** listening to the music since 9 AM.

They said, "We **will have been** going to college since Monday".

They said that they **would have been** going to college since Monday.

You said, "I **will not have been** using my camera for seven days".

You said that you **would not have been** using your camera for seven days.

- In case, there is an interjection i.e., alas, aha, hurray, aha etc in the reported speech, then they are omitted along with the sign of exclamation.
- Reporting verb i.e. said is always replaced with exclaimed with joy, exclaimed with sorrow, exclaimed joyfully, exclaimed sorrowfully or exclaimed with great wonder or sorrow.
- In case, there is what or how at the beginning of the reported speech, then they are replaced with very or very great.

Learn about [Types of Conjunction Explained with Examples Here](#).

In an indirect sentence, the exclamatory

Direct Speech	Indirect Speech
Example:	
He said, "Hurray! I have won the match."	He exclaimed with great joy that he had won the match.
She said, "Alas! My brother failed the test."	She exclaimed with great sorrow that her brother had failed the test.
They said, "What a beautiful house this is!"	They exclaimed that that house was very beautiful.
I said, "How lucky I am!"	I said that I was very lucky.
You said to him, "What a beautiful	You said to him in great wonder that he was

Direct Speech

Indirect Speech

He said to me, "Do you like coffee?"

He asked me **if** I liked coffee.

She said to me, "Do you play football?"

She asked me **if** I played football.

He said to me, "Will you help me?"

He asked me **if** I would help him.

David said to me, "Can I use your phone?"

David asked me **if** he could use my phone.

She said to me, "Did you see my cat?"

She asked me **if** I had seen her cat.

He said to me, "Are you enjoying the music?"

He asked me **if** I was enjoying the music.

She said to me, "Have you gone to London?"

She asked me **if** I had gone to London.

John said to me, "Will you buy a camera?"

John asked me **if** I would buy a camera.

He said to me, "Are you waiting for me".

He said to me **if** I was waiting for him.

She said to me, "Were you driving a car?"

She asked me **if** I had been driving a car.

She said to the patient, "Are you feeling well?"

She asked the patient **whether** he was feeling well.

John said to me, "Have you eaten some food?"

John asked me **whether** I had eaten some food.

He said to me, "Have you won a prize?"

He asked me **whether** I had won a prize.

She said to me, "Is it raining?"

She asked me **whether** it was raining.

He said to me, "Do you need any help?"

He asked me **whether** I needed any help.

Direct Speech**Indirect Speech**

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

He asked me what I was doing.

She said to me, "What is your name?"

She asked me what my name was.

David said to me, "How are you?"

David asked me how I was.

He said to me, "Where are you going?"

He asked me where I was going.

She said to me, "What are you eating?"

She asked me what I was eating.

He said to me, "Why did you break the cup?"

He asked me why I had broken the cup.

John asked me, "When will you buy a camera?"

John asked me when I would buy a camera.

He said to me, "When will you come?"

He asked me when I would come.

She said to me, "Why were you laughing?"

She asked me why I had been laughing.

He said to me, "Why were you waiting for me?"	He asked me why I had been waiting for him.
They said to me, "What have you bought?"	They asked me what I had bought.
She said to me, "What have you eaten?"	She asked me what I had eaten?
He said to me, "Why have you resigned from your job?"	He said to me why I had resigned from my job.
She said to me, "Where can I buy some food?".	She asked me where she could buy some food.
He said to me, "How can I pass the exam?"	He asked me how he could pass the exam.
She said to me, "Why do you waste your time?"	She asked me why I wasted my time.
John said to me, "How old are you?"	John asked me how old I was.
They said to me, "How is the weather?"	They asked me how the weather was.