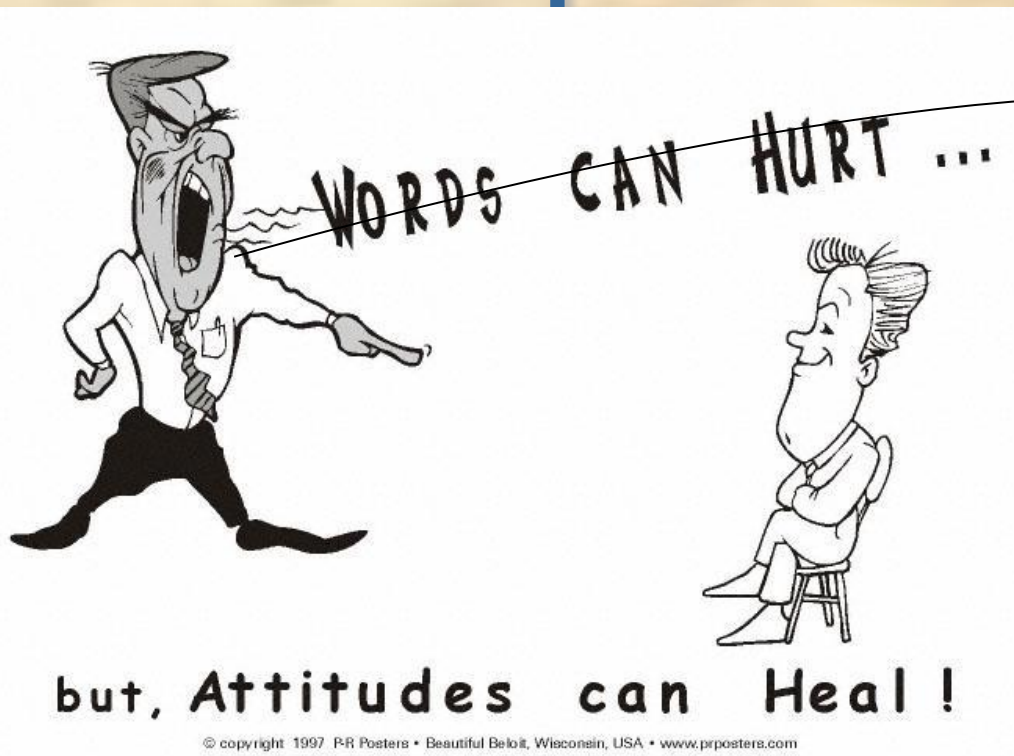


Reported Speech



He said
(that) words
could hurt
but,
attitudes
could heal!

Note

- Tell_ me
- Say to me

Active Voice Tense Forms

	Simple	Continuous	Perfect	Perfect Continuous
Present	V , he/she/it Vs	Am/is/are + Ving	Have / has + V3	Have/has been + Ving
Past	V2, Ved	Was/were + Ving	Had + V3	Had been + Ving
Future	Will V	Will be + Ving	Will have + V3	Will have been + Ving

Reported Speech

	Simple	Continuous	Perfect	Perfect Continuous
Present	V , Vs - he/she/it	am/is/are + Ving	have / has + V3	have/has been + Ving
Past	V2, Ved	was/were + Ving	had + V3	had been + Ving
Future	will +V	will be + Ving	will have + V3	will have been + Ving
Future-in- the-past	would +V	would be + Ving	would have + V3	would have been + Ving

- When reporting verbs (e.g. **said**) in the past

- **WE USE ONE TENS BACK RULE.**

Speech	Reporting
present tense verb	simple past
present continuous	past continuous
present perfect simple past past perfect	past perfect
simple future (will)	would
future (be going to)	was/were going to

Modal Verbs

REPORTED SPEECH

can

- may (possibility)
- may (permission)
- will
- might
- must
- have to
- should
- ought to
- shall
- shall

could

- might
- Could
- would
- might
- had to
- had to
- should
- ought to
- would (future)
- should (ask for advice)

Adverbs of Time

REPORTED SPEECH

- Yesterday
- next month
- next year
- the previous day, the day before
- the following month, the next month, a month later
- the following year, the next, year, a year later

- last month
- last year
- in two days
weeks)
- the month before, the
previous month, the
preceding month
- the year before, the
previous year, the
preceding year
- two days from then,
two weeks from then

- five days ago
- five weeks ago
- here
- five days before, five days earlier
- five weeks before, five weeks earlier
- there

REPORTING STATEMENT

- I **AM** HOT!
- HE EXPLAINED (THAT) HE **WAS** HOT
- **AM, IS, ARE** → **WAS-WERE**

REPORTING REQUESTS AND ORDERS

- CLOSE THE DOOR, PLEASE!
- HE ASKED ME TO CLOSE THE DOOR.
 - TO
 - (to is used for affirmative)
- PLEASE DON'T SHOUT!
- SHE ASKED ME NOT TO SHOUT!
 - NOT TO
 - (not to is used for negative)

REPORTING QUESTIONS

Where is Tom?

She asked where Tom was.

REPORTING QUESTIONS

- INFORMATION QUESTIONS
- HOW MUCH MONEY DO YOU NEED?
- HE WANTED TO KNOW HOW MUCH MONEY I NEEDED
 - NO QUESTION FOR JUST ONLY AFFIRMATIVE FORM AND ONE TENSE BACK RULE)

YES, NO QUESTIONS

- IF OR WHETHER
- ARE YOU TIRED?
- HE ASKED IF(WHETHER) I WAS TIRED?
- NO QUESTION FOR JUST ONLY
AFIRMATIVE FORM AND ONE TENSE
BACK RULE)

Active Voice Tense Forms

	Simple	Continuous	Perfect	Perfect Continuous
Present	<p>V , he/she/it Vs</p> <p>Usually, sometimes, seldom, never, every day, from time to time, often, at times</p>	<p>Am/is/are + Ving</p> <p>At the moment, now, today, at present still</p>	<p>Have / has + V3</p> <p>just, already, never, yet, ever, for, since, so far, this week / month, year lately, recently</p>	<p>Have/has been + Ving</p> <p>for, since How long...?</p>
Past	<p>V2, Ved</p> <p>yesterday, a minute (day, week ...) ago, last year (month, week ...), the day before yesterday</p>	<p>Was/were + Ving</p> <p>At 3 o'clock yesterday When my father came while</p>	<p>Had + V3</p> <p>By 3 o'clock yesterday When he came</p>	<p>Had been + Ving</p> <p>By for</p>
Future	<p>Will V</p> <p>perhaps, probably, possibly, I think, I am sure, I wonder</p>	<p>Will be + Ving</p> <p>At noon, at 5 o'clock, at midnight, at that moment</p>	<p>Will have + V3</p> <p>By ... o'clock tomorrow When he comes</p>	<p>Will have been + Ving</p> <p>By for</p>