We can use reported speech to report in writing or speech what someone has said.

1 Tense changes

When we report what someone has said we sometimes change the tense of the main verb: we move tenses 'back' one tense, known as backshift.

Original tense of main verb	Tense in reported speech
present simple	past simple
I study at the IUT in Bayonne.	She said she studied at the IUT in Bayonne.
present continuous	past continuous
I'm studying at the IUT in Bayonne.	She said she was studying at the IUT in Bayonne.
past simple	past perfect
I studied in France.	She said she had studied in France.
past continuous	past perfect continuous
I was studying in France.	She said she had been studying in France.
present perfect	past perfect
I've studied in France.	She said she had studied in France.
past perfect	past perfect
I'd study in France.	She said she'd studied in France.
will	would
I'll study in France.	She said she would study in France.
can	could
I can study in France.	She said she could study in France.
must	had to
I must study in France.	She said she had to study in France.

2 Time references
We sometimes need to change other words or phrases in reported speech if they are reported at a different time from the original words

Direct speech	Reported speech	
tomorrow	the following day/the next day	
today	that day	
yesterday	the day before	
next week	the following week	
now	then / straight away	
this	that	
here	there	

3 Pronoun changes

Sometimes the context requires pronouns to change:

Changes in pronouns		
Direct speech	Indirect speech	
Subject pronouns		
I	He- She	
You	I -She- He -We -They	
We	They	
Object pronouns		
you	Him Her	
we	Him Her Us Them	
us	Them	
Possessive adjectives		
My	His Her	
your	My His Her Our Their	
our	Their	
Possessive pronouns		
mine	His Hers	
yours	Mine His Hers Ours Theirs	
ours	Theirs	
Demonstrative pronouns		
this	that	
these	those	