

Active Counseling Class

1. Present Simple Tense

Direct Speech:

- Positive Statement: Subject + base verb (s/es)
Example: She says, "I work hard."
- Negative Statement: Subject + do/does not + base verb
Example: She says, "I do not work hard."
- Question: Do/Does + subject + base verb?
Example: She says, "Do you work hard?"

Indirect Speech:

- Positive Statement: Subject + says (that) + subject + base verb (s/es)
Example: She says (that) she works hard.
- Negative Statement: Subject + says (that) + subject + do/does not + base verb
Example: She says (that) she does not work hard.
- Question: Subject + asks if/whether + subject + base verb (s/es)
Example: She asks if I work hard.

2. Past Simple Tense

Direct Speech:

- Positive Statement: Subject + past verb (V2)
Example: He said, "I worked yesterday."
- Negative Statement: Subject + did not + base verb
Example: He said, "I did not work yesterday."
- Question: Did + subject + base verb?
Example: He asked, "Did you work yesterday?"

Indirect Speech:

- Positive Statement: Subject + said (that) + subject + past verb (V2)
Example: He said (that) he worked yesterday.
- Negative Statement: Subject + said (that) + subject + did not + base verb
Example: He said (that) he did not work yesterday.
- Question: Subject + asked if/whether + subject + past verb (V2)
Example: He asked if I worked yesterday.

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3. Future Simple Tense

Direct Speech:

- Positive Statement: Subject + will + base verb
Example: She will say, "I will call you."
- Negative Statement: Subject + will not + base verb
Example: She will say, "I will not call you."
- Question: Will + subject + base verb?
Example: She will ask, "Will you call me?"

Indirect Speech:

- Positive Statement: Subject + will say (that) + subject + will + base verb
Example: She will say (that) she will call me.
- Negative Statement: Subject + will say (that) + subject + will not + base verb
Example: She will say (that) she will not call me.
- Question: Subject + will ask if/whether + subject + will + base verb
Example: She will ask if I will call her.

4. Present Continuous Tense

Direct Speech:

- Positive Statement: Subject + is/am/are + verb + ing
Example: He says, "I am reading a book."
- Negative Statement: Subject + is/am/are not + verb + ing
Example: He says, "I am not reading a book."
- Question: Is/Am/Are + subject + verb + ing?
Example: He asks, "Are you reading a book?"

Indirect Speech:

- Positive Statement: Subject + says (that) + subject + is/am/are + verb + ing
Example: He says (that) he is reading a book.
- Negative Statement: Subject + says (that) + subject + is/am/are not + verb + ing
Example: He says (that) he is not reading a book.
- Question: Subject + asks if/whether + subject + is/am/are + verb + ing
Example: He asks if I am reading a book.

5. Past Continuous Tense

Direct Speech:

- **Positive Statement:** Subject + was/were + verb + ing
Example: She said, "I was watching TV."
- **Negative Statement:** Subject + was/were not + verb + ing
Example: She said, "I was not watching TV."
- **Question:** Was/Were + subject + verb + ing?
Example: She asked, "Were you watching TV?"

Indirect Speech:

- **Positive Statement:** Subject + said (that) + subject + was/were + verb + ing
Example: She said (that) she was watching TV.
- **Negative Statement:** Subject + said (that) + subject + was/were not + verb + ing
Example: She said (that) she was not watching TV.
- **Question:** Subject + asked if/whether + subject + was/were + verb + ing
Example: She asked if I was watching TV.

6. Future Continuous Tense

Direct Speech:

- **Positive Statement:** Subject + will be + verb + ing
Example: He said, "I will be working tomorrow."
- **Negative Statement:** Subject + will not be + verb + ing
Example: He said, "I will not be working tomorrow."
- **Question:** Will + subject + be + verb + ing?
Example: He asked, "Will you be working tomorrow?"

Indirect Speech:

- **Positive Statement:** Subject + will say (that) + subject + will be + verb + ing
Example: He will say (that) he will be working tomorrow.
- **Negative Statement:** Subject + will say (that) + subject + will not be + verb + ing
Example: He will say (that) he will not be working tomorrow.
- **Question:** Subject + will ask if/whether + subject + will be + verb + ing
Example: He will ask if I will be working tomorrow.

7. Present Perfect Tense

Direct Speech:

- **Positive Statement:** Subject + has/have + past participle (V3)
Example: She says, "I have finished my work."
- **Negative Statement:** Subject + has/have not + past participle (V3)
Example: She says, "I have not finished my work."
- **Question:** Has/Have + subject + past participle (V3)?
Example: She asks, "Have you finished your work?"

Indirect Speech:

- **Positive Statement:** Subject + says (that) + subject + has/have + past participle (V3)
Example: She says (that) she has finished her work.
- **Negative Statement:** Subject + says (that) + subject + has/have not + past participle (V3)
Example: She says (that) she has not finished her work.
- **Question:** Subject + asks if/whether + subject + has/have + past participle (V3)
Example: She asks if I have finished my work.

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8. Past Perfect Tense

Direct Speech:

- Positive Statement: Subject + had + past participle (V3)
Example: He said, "I had completed the project."
- Negative Statement: Subject + had not + past participle (V3)
Example: He said, "I had not completed the project."
- Question: Had + subject + past participle (V3)?
Example: He asked, "Had you completed the project?"

Indirect Speech:

- Positive Statement: Subject + said (that) + subject + had + past participle (V3)
Example: He said (that) he had completed the project.
- Negative Statement: Subject + said (that) + subject + had not + past participle (V3)
Example: He said (that) he had not completed the project.
- Question: Subject + asked if/whether + subject + had + past participle (V3)
Example: He asked if I had completed the project.

9. Future Perfect Tense

Direct Speech:

- Positive Statement: Subject + will have + past participle (V3)
Example: She says, "I will have finished the report."
- Negative Statement: Subject + will not have + past participle (V3)
Example: She says, "I will not have finished the report."
- Question: Will + subject + have + past participle (V3)?
Example: She asks, "Will you have finished the report?"

Indirect Speech:

- Positive Statement: Subject + will say (that) + subject + will have + past participle (V3)
Example: She will say (that) she will have finished the report.
- Negative Statement: Subject + will say (that) + subject + will not have + past participle (V3)
Example: She will say (that) she will not have finished the report.
- Question: Subject + will ask if/whether + subject + will have + past participle (V3)
Example: She will ask if I will have finished the report.