

Reporting statements: that-clauses

A When we report statements, we often use a **that-clause** in the *reported clause* (see Unit 32):

- ☐ He said (that) he was enjoying his work.
- ☐ The members of the Security Council **warned that** further action may be taken.

After the more common reporting verbs such as **agree, mention, notice, promise, say, and think**, we often leave out **that**, particularly in informal speech. However, it is less likely to be left out –

- ☆ after less common reporting verbs such as **complain, confide, deny, grumble, speculate, warn** (and after the common reporting verbs **answer, argue, and reply**)
- ☆ in formal writing
- ☆ if the **that-clause** doesn't immediately follow the verb:
 - ☐ She **agreed with her parents and brothers that** it would be safer to buy a car than a motorbike. (*rather than ...and brothers it would be safer...*)

B Some reporting verbs which are followed by a **that-clause** have an alternative with an **object + to-infinitive** (often **to be**), although the alternatives are often rather formal. Compare:

- ☐ I felt **that the results** were satisfactory. *and* ☐ I felt the results **to be** satisfactory.
- ☐ They **declared that** the vote was invalid. *and* ☐ They declared the vote **to be** invalid.

Other verbs like this include **acknowledge, assume, believe, consider, expect, find, presume, report, think, understand**.

C If we use a **that-clause** after the verb **notify** in an active form, then we must include an object between the verb and the **that-clause**, and this object can't be a prepositional object (see D below):

- ☐ I **notified the bank that** I had changed my address. (*but not* I notified that I .../I notified to the bank that I ...)

Other verbs like this include **assure, convince, inform, persuade, reassure, remind, tell**.

With the verbs **advise, promise, show, teach, and warn**, an object before a **that-clause** is not always necessary:

- ☐ They **promised (me) that** they would come to the party.
- ☐ The government **has advised that** tourists should leave the country immediately. (*or* The government **has advised tourists that** they should leave the country immediately.)

D After some verbs we can use a **that-clause** with or without a personal object before the **that-clause**. However, if we *do* include an object, we put a preposition before it.

☆ After some verbs we use **to**:

- ☐ She **admitted (to me) that** she was seriously ill.
- ☐ I **pointed out (to the driver) that** he had parked across the entrance.

Other verbs like this include **announce, complain, confess, explain, indicate, mention, propose, recommend, report, say, suggest**.

☆ After some verbs we use **with**:

- ☐ We **agreed (with Susan) that** the information should go no further.
- ☐ I **checked (with them) that** they were free on Thursday.

Other verbs like this include **argue, disagree, joke**.

☆ After the verbs **ask, demand** and **require** we use **of**:

- ☐ The club **asks (of its members) that** they pay their fees by 31st December.
- ☐ The company **demand (of its staff) that** they should be at work by 8.30.

This pattern is usually used in formal contexts. Less formally we can use a **to-infinitive clause** after **ask** and **require** (e.g. The club **asks its members to** pay their fees by 31st December). However, we can't use a **to-infinitive clause** after **demand** (*not* The company **demand its staff to...**).

33.1 Underline the correct verb. If both are possible, underline them both. (C)

- 1 The doctors *advised/ persuaded* that I should rest for 3 months.
- 2 The police *assured/ promised* local residents that everything possible was being done to catch the car thieves.
- 3 A spokesperson for the company *reminded/ warned* that there may be delays on the railways this summer due to major engineering work.
- 4 We should *inform/ teach* children that diet is of vital importance to health.
- 5 Russian scientists *have shown/ have convinced* that honey can prevent the growth of bacteria.
- 6 The company *has reassured/ has advised* customers that cars ordered before 1st August would be delivered by the end of the month.
- 7 Jack *told/ promised* that he would be home before midnight.

33.2 If possible, rewrite these sentences in a more formal way with a to-infinitive clause, as in 1. If it is not possible to rewrite the sentence in this way, write X. (B)

- 1 Two days after the launch Houston reported that the satellite was missing. Two days after the launch Houston reported the satellite to be missing.
- 2 The employees argued that the reduction in wages was unlawful.
- 3 The judge thought that his explanation was unconvincing.
- 4 I expected that her plans would fail.
- 5 She stressed that her stories were aimed primarily at children.
- 6 Peter acknowledged that his chances of winning the race were slim.
- 7 We found that the football supporters were very well behaved.
- 8 The president's spokesman commented that the election result was a victory for democracy.

33.3 Complete the sentences with an appropriate form of one of the following verbs and to, with, or of. In some cases more than one verb is possible, but use each verb at least once. (D)

announce complain disagree joke mention require

- 1 Mick the shop assistant that the computer he'd bought there was faulty.
- 2 She her neighbours that their dog was keeping her awake at night.
- 3 He his friends that he'd won the lottery and was leaving for Barbados that evening.
- 4 The minister shocked journalists that she was to resign immediately.
- 5 The college its students that they attend all classes.
- 6 I Mr Jacobs that the students were lazy. I thought they were very enthusiastic.
- 7 I forgot to Chris that I'd be home late.

33.4 Suggest corrections to the italicised text in this newspaper article. (A, C & D)

PIK TO CUT WORKFORCE

PIK, the toy manufacturer, (1) *has warned they* are to make over 100 employees redundant over the next month. Managing Director Beth Edwards yesterday (2) *explained employees that* a national fall in demand for traditional toys is to blame. She (3) *confessed her audience that* management had been surprised by the downturn, but she (4) *denied management had*

been incompetent. When asked whether staff would receive redundancy pay, Ms Edwards (5) *replied an announcement* would be made within a few days, but (6) *reassured that* they would receive financial compensation. She (7) *went on to complain government help* for small businesses was insufficient and (8) *demanding ministers* that they provide more support. She (9) *asked staff that* they continue to work as normal until details of the redundancies were given. She (10) *reassured that* the company would not close completely.

Verb + *wh*-clause

A Some verbs can be followed by a clause beginning with a *wh*-word (*how*, *what*, *when*, *where*, *which*, *who*, or *why*):

- ☐ That might **explain** *why* he's unhappy.
- ☐ I couldn't decide *which* train to catch.
- ☐ Let's **consider** *how* we can solve the problem.

Verbs like this include *arrange*, *calculate*, *check*, *choose*, *debate*, *determine*, *discover*, *discuss*, *establish*, *find out*, *forget*, *guess*, *imagine*, *know*, *learn*, *notice*, *plan*, *realise*, *remember*, *say*, *see*, *talk about*, *think (about)*, *understand*, *wonder*. Many of these verbs can also be followed by –

- ☆ a *that*-clause (see Unit 33): ☐ I decided *that* I ought to leave.
- ☆ a *wh*-clause (except 'why') + *to*-infinitive: ☐ Did you find out *where* to go?

Notice that if we add a subject in the *wh*-clause we don't use a *to*-infinitive:

- ☐ I can't imagine *what* he likes about jazz.

B Some verbs must have an object before the *wh*-clause:

- ☐ She **reminded** me *what* (I had) to do.
- ☐ I **told** Linda *how* to get to my house.

Other verbs like this include *advise*, *inform*, *instruct*, *teach*, *warn*. The verbs *ask* and *show* often have an object before a *wh*-clause, but not always:

- ☐ I **asked** (him) *how* I could get to the station, and he told me.

These verbs can also be followed by *object* + *wh*-word + *to*-infinitive:

- ☐ She **taught** me *how* to play chess.
- ☐ I **showed** her *where* to put her coat.

C We can often use *the way* instead of *how* referring to either the route or the means:

- ☐ Go back **the way** (that/by which) you came. (or *informally* Go back **how** you came.)
- ☐ Have you noticed **the way** (that/in which) he spins the ball? (or ...noticed **how** he spins...?)

Notice that we don't use 'the way how'. (e.g. *not* 'Go back the way how you came'.)

Whether

D We can use *whether* as the *wh*-word in a *wh*-clause when we want to show possible choices.

Whether has a similar meaning to 'if' (see Unit 86):

- ☐ He couldn't remember **whether/if** he had turned the computer off.

Whether is commonly followed by a *to*-infinitive to talk about the choice between two or more possibilities. Notice that 'if' is never used before a *to*-infinitive:

- ☐ You have 14 days to **decide whether** to keep it or not. (*not* ...to decide if to keep it...)

Verbs that are often followed by *whether* + *to*-infinitive are concerned with talking or thinking about choices, and include *choose*, *consider*, *debate*, *decide*, *determine*, *discuss*, *know* (in questions and negatives), *wonder*. Some other verbs to do with talking or thinking are not used with *whether* + *to*-infinitive, including *ask*, *conclude*, *explain*, *imagine*, *realise*, *speculate*, *think*.

E Notice the difference between these pairs of sentences. The first in each pair has a *wh*-clause with *whether* and the second has a *that*-clause (see Unit 33):

- ☐ I didn't know **whether** the shop was shut. (= if the shop was shut or not)
- ☐ I didn't know **that** the shop was shut. (suggests that the shop was shut)
- ☐ They haven't decided yet **whether** the airport should be closed. (the *wh*-clause says what the choice is)
- ☐ They decided **that** the airport should be closed. (the *that*-clause says what was decided)

F In rather formal contexts, particularly in writing, we can use *as to* with a meaning similar to 'about' or 'concerning' before a *wh*-clause. This is most common before *whether*:

- ☐ Opinion was divided **as to whether** the findings from the study were representative of the population as a whole. (or *less formally* ...divided *whether*...)

- 34.1 Choose an appropriate sentence ending and choose a *wh*-word to connect them, as in 1. Use each ending once only. If necessary, also add an appropriate object. (A & B)

- | | |
|---|--|
| 1 Before the meeting finished they arranged... | a ...how to fit the parts back together. |
| 2 He took my hands and showed... | b ...where she went after that. |
| 3 I explained carefully so that the students understood... | c ...where to put their coats. |
| 4 Anna was new in the office and I had to keep reminding... | d ...when to meet next. |
| 5 I saw Sarah leave the building, but I didn't notice... | e ...why Helen wasn't with him. |
| 6 When I saw Steve alone at the party I wondered... | f ...how many sweets were in the jar. |
| 7 As we walked over the hills the guide warned... | g ...what they had to do in the test. |
| 8 After I'd dismantled the motor I couldn't remember... | h ...where the path was dangerous. |
| 9 To win a prize you had to guess... | i ...who everyone was. |
| 10 As the guests came in Peter told... | j ...how to hold the golf club properly. |
- 1 + d Before the meeting finished they arranged when to meet next.

- 34.2 Underline the correct or more appropriate verb. (D)

- She was *thinking/ debating* whether to invite Jeremy over for dinner.
- The council is meeting this morning to *discuss/ ask* whether to increase local taxes.
- Apparently Ray and Mary are *considering/ speculating* whether to emigrate to Australia.
- I have to *imagine/ choose* whether to get a job or apply to go to college.
- Scientists will have to *decide/ conclude* soon whether to start testing the new drugs on people.

- 34.3 When Peter Miles got back from mountain climbing in the Andes he wrote a book about his experiences. Here are some extracts. Correct any mistakes you can find. (A-F)

The villagers warned what the conditions were like at higher altitudes, and advised to take enough food for a week. There was some discussion through the day as whether the snow would arrive before my descent from the mountain, but I never imagined how hard the conditions would be. In the morning they showed me the way how to get to the track up the mountain.

When the snow started falling it was very light, and I couldn't decide if to carry on or go back down. Soon, however, I couldn't see where to go.

I wondered if to retrace my steps and try to find the track again, but by the time I decided whether I should go back, the track had disappeared.

As the snow got heavier I began to realise whether my life was in danger. Fortunately, my years in the Andes had taught what to do in extreme conditions. I knew that there was a shepherd's hut somewhere on this side of the mountain that I could shelter in, but I didn't know that it was nearby or miles away.

Tense choice in reporting

Verb tense in the *reported* clause

A When the situation described in the *reported* clause (see Unit 32) is in the *past* when we are reporting it, we use a past tense (past simple, past continuous, etc.):

- ☐ 'I'm leaving!' → Bob **announced** that he **was leaving**.
- ☐ 'I don't want anything to eat.' → Mark **said** that he **didn't want** anything to eat.
- ☐ 'Are you going to London?' → Connie **asked** me if I **was going** to London.

When the situation described in the *reported* clause was *already* in the past when it was spoken about originally, we often use the past perfect to report it:

- ☐ 'We have found the missing girl.' → Last night police **said** that they **had found** the missing girl.

However, if it is clear from the context that one event took place before another, then it may not be necessary to indicate this by using the past perfect and we use the past simple instead:

- ☐ 'I've sent out the invitations. I did it well before the wedding.' → She **reassured** me that she **sent** out the invitations well before the wedding. (*or...had sent...*)

B When the situation described in the *reported* clause is a *permanent/habitual situation*, or still exists or is relevant at the time we are reporting it, then we use a present tense (or present perfect) if we also use a present tense for the verb in the *reporting* clause:

- ☐ Dr Weir **thinks** that he **spends** about 5 minutes on a typical appointment with a patient.
- ☐ US scientists **claim** that they **have developed** a new vaccine against malaria.

Note that the present perfect focuses attention on the *result* of the action, not the action itself.

However, when we use a past tense in the *reporting* clause we can use either a present or past tense (or present perfect or past perfect) in the *reported* clause:

- ☐ She **argued** that Carl **is/was** the best person for the job.
- ☐ They **noted** that the rate of inflation **has/had** slowed down.

Choosing a present tense (or present perfect) in the *reported* clause emphasises that the situation being reported still exists or is still relevant when we report it.

If we want to show we are not sure that what we are reporting is necessarily true, or that a situation may not still exist now, we prefer a *past* rather than a present tense. Compare:

- ☐ Sarah told me that she **has** two houses. (= might suggest that this is true) *and*
- ☐ Sarah told me that she **had** two houses. (= might suggest either that this is perhaps not true, or that she once had two houses but doesn't have two houses now)

Verb tense in the *reporting* clause

C When we report something that was said or thought in the past, the verb in the *reporting* clause is often in a *past* tense:

- ☐ Just before her wedding, she **revealed** that she had been married before.

When we report current news, opinions, etc. we can use a present tense for the verb in the *reporting* clause. In some cases, either a present or past tense is possible, although we prefer a present tense to emphasise that what was said is true or still relevant when we report it:

- ☐ She **says** that she'll have to close the shop unless business improves. (*or ...said...*)

We often prefer a present rather than a past tense –

☆ to report information that we have been told or heard, but don't know whether it is true:

- ☐ I **hear** you're unhappy with your job.

☆ to report what is said by some authority:

- ☐ The law **says** that no-one under the age of 16 can buy a lottery ticket.

☆ to report what many people say:

- ☐ Every teacher I've spoken to **tells** me that standards of spelling are in decline.

- 35.1 Change the sentences into reported speech. Choose the most appropriate verb from the list, using the past simple for the verb in the reporting clause and either the past simple or past perfect for the verb in the that-clause. If more than one answer is possible, give them both. (A)

alleged conceded ~~denied~~ estimated recalled repeated

- 1 'I have never been in love with James.' → She denied that she had ever been/ was ever in love with James.
- 2 'Thomas has stolen jewellery from my house.' → She _____
- 3 'I think the vase is around 250 years old.' → She _____
- 4 'I've told you once. I've already seen the film.' → She _____
- 5 'Well, perhaps you're right. Maybe I did treat Jane unkindly.' → She _____
- 6 'I seem to remember that Michael's great grandfather was from Spain.' → She _____

- 35.2 Underline the more appropriate verb. If they are both possible, underline both. (B)

- 1 Engineers hope that they solved/ have solved the problems with the bridge now that new supports have been built, and they plan to reopen it next week.
- 2 The current law states/ stated that an employee has the right to appeal against dismissal.
- 3 After he read the novel, he commented that the plot is/ was difficult to follow.
- 4 In the interview, Mr Brown acknowledged that he wishes/ wished to be prime minister.
- 5 Simon is already a good tennis player, but he accepts that he still has/ had a lot to learn.
- 6 I understand/ understood that you want to buy a second-hand car. Your brother just told me.
- 7 Health officials warn that anyone who looks/ looked directly at the sun during an eclipse may put their sight at risk.
- 8 They reassured us that the path is/ was perfectly safe.

- 35.3 Jim Barnes and Bill Nokes have been interviewed by the police in connection with a robbery last week. Study the verb tenses in the that-clauses in these extracts from the interview reports. Correct them if necessary, or write ✓. Suggest alternatives if possible. (A-C)

1 When I mentioned to Nokes that he had been seen in a local shop last Monday, he protested that he is at home all day. He swears that he didn't own a blue Ford Escort. He claimed that he had been to the paint factory two weeks ago to look for work. Nokes alleges that he is a good friend of Jim Barnes. He insisted that he didn't telephone Barnes last Monday morning. When I pointed out to Nokes that a large quantity of paint had been found in his house, he replied that he is storing it for a friend.

2 At the beginning of the interview I reminded Barnes that he is entitled to have a lawyer present. He denied that he knew anyone by the name of Bill Nokes. Barnes confirmed that he is in the area of the paint factory last Monday, but said that he is visiting his mother. He admitted that he is walking along New Street at around 10.00. He maintains that he was a very honest person and would never be involved in anything illegal.

Reporting offers, suggestions, orders, intentions, etc.

Verb + (object) + to-infinitive clause

A When we report offers, suggestions, orders, intentions, promises, requests, etc. we can follow some verbs in the *reporting clause* (see Unit 33) with –

☆ a **to-infinitive clause**:

- 'I'll take the children into town.' → She **offered to take** the children into town. (*not* She offered me to take the children...)
- 'The theatre will be built next to the town hall.' → They **propose to build** the theatre next to the town hall. (*not* They propose them to build...)

Other verbs followed directly by a **to-infinitive clause** include **agree, demand, guarantee, promise, swear, threaten, volunteer**.

☆ an **object + to-infinitive clause**:

- 'You should take the job, Frank.' → She **encouraged Frank to take** the job.
 - 'Don't worry about the air fare – we'll pay.' → We **told her not to worry** about the air fare.
- The object usually refers to the person who the offer, suggestion, etc. is made to; that is, the person who performs that action in the *reported clause* (see Unit 33). Other verbs followed by an **object + to-infinitive** include **advise, ask, call on, command, instruct, invite, order, persuade, recommend, remind, request, urge, warn**.

Compare the use of **ask** with and without an object before a **to-infinitive clause**:

- We **asked to leave** our bags outside the exam room. (= this is something we wanted) *and*
- They **asked us to leave** our bags outside the exam room. (= this is something they wanted)

Verb + that-clause or verb + to-infinitive clause

B After some verbs we can use a **that-clause** instead of a **to-infinitive clause**:

- He **promised to arrive** on time. *or* □ He **promised that** he would arrive on time.
- Kathy **demanded to be** allowed in. *or* □ Kathy **demanded that** she (should) be allowed in.

Verbs like this include **agree, expect, guarantee, hope, propose, request, vow**. With a **that-clause** the person promising, etc. and the person referred to in the *reported clause* may be different:

- He **promised that** he wouldn't be late. ('He...' and '...he...' may refer to different people)
- Kathy **demanded that** John should be allowed in.

C Verb + **that-clause** (*not* verb + **to-infinitive clause**)

After the verbs **insist, order, say** and **suggest** we use a **that-clause** but not a **to-infinitive clause**:

- The team captain **said that** I had to play in goal. (*not* ...said to play...)
- There were cheers when he **suggested that** we went home early. (*not* ...suggested to go...)

Advise and **order** can be used with an **object + to-infinitive clause** (see A) or a **that-clause**:

- I **advised that** she should accept. (*or* I **advised her to accept**; *but not* I advised to accept...)

Verb + to-infinitive clause (*not* verb + **that-clause**)

D After some verbs we use a **to-infinitive** but not a **that-clause**:

- Carolyn **intends to return** to Dublin after a year in Canada. (*not* ...intends that...)
- The children **wanted to come** with us to the cinema. (*not* ...wanted that...)

Other verbs like this include **long, offer, refuse, volunteer**.

E When we report a suggestion, either what the person reported might do themselves, or what someone else might do, we can use a *reporting clause* with **advise, propose, recommend, or suggest** followed by an *-ing clause* rather than a **that-clause**:

- The lecturer **recommended reading** a number of books before the exam. (*or* ...recommended **that** the students should read a number of books before the exam.)

- 36.1 Report each sentence using the verbs below and a to-infinitive clause. Use each verb once only. If necessary, add an appropriate object after the verb. (A)
- advise agree ask call on expect hope order urge vow
- 'If I were you, I'd read the exam questions very carefully.' → He advised us to read the exam questions very carefully.
 - 'Okay, I'll collect David from school.' → He _____
 - 'Be quiet!' → He _____
 - 'Please stay for a few more days.' → He _____
 - 'I will fight the ban on smoking in public places.' → He _____
 - 'I imagine I'll see Olivia at the party.' → He _____
 - 'Can you lend me ten pounds?' → He _____
 - 'The government should do more to help the homeless.' → He _____
 - 'If I leave early I'll avoid the heavy traffic.' → He _____
- 36.2 Underline the correct verb. If either is possible, underline them both. (B, C & D)
- The committee agreed/ suggested to postpone the meeting until 11th August.
 - Emma insisted/ said that we should bring the children along.
 - The prime minister insisted/ wanted to discuss transport policy in the interview.
 - She said/ offered that she would call me back.
 - He expected/ advised to leave at 5.30 in the morning.
 - The shop has guaranteed/ has promised that it will deliver the chairs by the end of the week.
 - She offered/ suggested to wait for the children to get ready.
 - Terry wanted/ suggested that I should stand in the student elections.
 - She refused/ requested that her brother should be invited too.
 - He longed/ promised to go back home and see his parents.
- 36.3 Complete the sentences in any appropriate way using a clause beginning with an -ing form of a verb. (E)
- To avoid the road works, police have advised leaving the motorway at junction 3.
 - To encourage people to use public transport the council proposed _____
 - Richard said the play was very entertaining and he recommended _____
 - To find my way around London, Les suggested _____
 - I'd been feeling unwell for a few days and my mother advised _____
 - London urgently needs a new airport, and the government proposes _____
 - I've been putting on weight and my doctor has recommended _____
 - It was a lovely morning and Emma suggested _____
- Can any of these sentences be rewritten with a to-infinitive clause *without* an object?

Modal verbs in reporting

- A** When there is a modal verb in the original statement, suggestion, etc., it sometimes changes when we report what was said or thought. The changes are summarised here:

<i>modal verb in original</i>	<i>modal verb in report</i>
could, would, should, might, needn't, ought to, used to, could have, should have, etc.	could, would, should, might, needn't, ought to, used to, (i.e. no change) could have, should have, etc.
will, can, may	would, could, might will, can, may (existing or future situations and present tense verb in reporting clause) will or would, can or could, may or might (existing or future situations and past tense verb in reporting clause)
shall	would, should (offers, suggestions, etc.)
must (= necessity) must (= conclude; see Unit 18B) mustn't	must or had to must mustn't

- B** We sometimes use a modal verb in a report when there is no modal verb in the original:
- ☐ 'You're not allowed to smoke here.' → She told me that I **mustn't** smoke there.
 - ☐ 'My advice is to look for a new job now.' → She said that I **should** look for a new job now.

- C** The verbs **could**, **would**, **should**, **might**, **needn't**, **ought to**, **used to**, and **could have**, **should have**, etc. don't change in the report:
- ☐ 'I **could** meet you at the airport.' → He said that he **could** meet us at the airport.
 - ☐ 'You **should have** contacted me earlier.' → She said I **should have** contacted her earlier.

- D** **Will** usually changes to **would**, **can** to **could**, and **may** to **might**. However, if the situation we are reporting still exists or is still in the future and the verb in the *reporting clause* has a *present* tense, we use **will**, **can**, and **may** in the *reported clause* (see Unit 32). Compare:
- ☐ 'I'll be in Paris at Christmas.' → She tells me she'll be in Paris at Christmas. *and*
 - ☐ 'Careful! You'll fall through the ice!' → I **warned** him he **would** fall through the ice.

If the situation we are reporting still exists or is still in the future and the verb in the *reporting clause* has a *past* tense, then we can use either **would** or **will**, **can** or **could**, or **may** or **might** in the *reported clause*:

- ☐ 'The problem can be solved.' → They said the problem **can/could** be solved.

- E** When **shall** is used in the original to talk about the future, we use **would** in the report:
- ☐ 'I **shall** (I'll) call you on Monday.' → She told me she **would** call me on Monday.
- However, when **shall** is used in offers, requests for advice and confirmation, etc. then we can use **should** in the report, but not **shall** or **would**:
- ☐ 'Where **shall** I put this box?' → He asked where he **should** put the box.

- F** When **must** is used in the original to say that it is necessary to do something, we can usually use either **must** or **had to** in the report, although **had to** is more natural in speech:
- ☐ 'You **must** be home by 9 o'clock.' → She said I **must/had to** be home by 9 o'clock.
- However, when **must** is used in the original to conclude that something (has) happened or that something is true, then we use **must**, not **had to**, in the report:
- ☐ 'I keep forgetting things. I **must** be getting old.' → Neil said he **must** be getting old.
- If **mustn't** is used in the original, we can use **mustn't** in the report but not **didn't have to**:
- ☐ 'You **mustn't** tell my brother.' → He warned me that I **mustn't** tell his brother.

37.1 Report what was said using a sentence with a **that**-clause. Use an appropriate modal verb in the **that**-clause, and give alternative modal verbs where possible. (B)

- 1 It's vital that you attend the meeting. → She said that I had to/ must attend the meeting.
- 2 If you want to travel with us, that's fine. → She said that _____
- 3 I'm not prepared to answer his questions → She said that _____
- 4 Karl's likely to be back soon. → She said that _____
- 5 There's a possibility that I'll have to move to Milan. → She said that _____
- 6 I refuse to accept that John is dishonest. → She said that _____
- 7 Maria is sure to be disappointed if you leave without seeing her. → She said that _____

37.2 Underline the more appropriate verb. If both are possible, underline them both. (D)

- 1 The doctor says that he will/ would see you in twenty minutes.
- 2 In her letter, Elizabeth revealed that she may/ might be getting married soon.
- 3 Peter tells me that he can/ could come for dinner with us tonight after all.
- 4 Maggie promised that she will/ would be at home by 9.00, so I phoned her shortly after that.
- 5 The mechanic admitted that he can't/ couldn't repair the radiator and had to replace it instead.
- 6 Sue reckons that she can/ could save enough money to go on holiday to Canada.
- 7 Mario explained that he will/ would be living in Austria for the next six months.

37.3 Complete the sentences to report what was said using a **that**-, **wh**- or **if**-clause. (E-F)

- 1 'I'm sure that we shall be there soon.' → He reassured us that we would be there soon.
- 2 'You mustn't forget your credit card.' → He reminded _____
- 3 'I shall miss the bus if I don't hurry.' → He worried _____
- 4 'Who shall I send the letter to?' → He wondered _____
- 5 'It must be cold outside. There's frost on the window.' → He thought _____
- 6 'You must come home at once.' → He said _____
- 7 'Shall I open a window?' → He asked _____
- 8 'I must have made a mistake in the calculations.' → He admitted _____

37.4 Complete the sentences to report what was said using a **that**-clause with a modal verb. (A & D)

- 1 'If all goes to plan, I'll study medicine.' → He hoped that he would study medicine but instead he became a vet.
- 2 'I won't be late.' → She promised _____ and she kept her word.
- 3 'Perhaps we can go to Paris for the weekend.' → He suggested _____ but I was busy.
- 4 'I can get you there in good time.' → She guaranteed _____ but I didn't believe her.
- 5 'I'll pay for the meal.' → He insisted _____ and I accepted, of course.

Look again at the sentences you have written. Which of them have an alternative with a **to**-infinitive clause (without a modal verb)? (36B)

- 1 He hoped to study medicine.

Reporting what people say using nouns
and adjectives

Reporting using nouns

A We sometimes report people's words and thoughts using a **noun** in the reporting clause followed by a reported clause beginning with *that*, a *to*-infinitive-, or *wh*-word. Most of these nouns are related to reporting verbs (acknowledgement – acknowledge, statement – state, etc.). Notice that when we report using **nouns** and **adjectives** (see C) the exact words that were said are not necessarily reported. Instead we might report what was said in our own words, or report that something was said without reporting *what* was said.

☆ Nouns followed by a *that*-clause include **acknowledgement, advice, allegation, announcement, answer, argument, claim, comment, conclusion, decision, explanation, forecast, guarantee, indication, observation, promise, recommendation, reply, speculation, statement, suggestion, threat, warning:**

- ☐ The **claim** is often made *that* smoking causes heart disease.
- ☐ The jury came to the **conclusion** *that* the woman was guilty.

Notice that we don't usually leave out *that* in sentences like this (see Unit 33).

☆ Nouns followed by a *to*-infinitive clause include **decision, encouragement, instruction, invitation, order, promise, recommendation, refusal, threat, warning:**

- ☐ I accepted Louisa's **invitation** *to visit* her in Rome.
- ☐ He was delighted with his portrait and gave me every **encouragement** *to take up* painting again.

Notice that some of these nouns can also be followed by a *that*-clause:

- ☐ They carried out their **threat** *to dismiss* workers on strike. (or ...their **threat** *that* they would dismiss workers on strike.)

☆ Nouns followed by a *wh*-clause include **explanation, discussion, issue, problem, question.**

We usually use *of* after these nouns in reporting:

- ☐ John raised the **question** *of when* the money would be collected.
- ☐ Our previous meeting looked at the **issue** *of how* to increase income.

B After many of the nouns listed in A we can use *as to* + *wh*-clause or *as to* + *wh*-word + *to*-infinitive to introduce the subject of a question or topic discussed or thought about (see also Unit 34F). Notice that an alternative preposition can usually be used instead of *as to*:

- ☐ She asked my **advice** *as to what* subject she should study at university. (or ...advice *on*...)
- ☐ There was some **discussion** *as to whether* the price included tax or not. (or ...discussion *of*...)
- ☐ Before we left we gave them strict **instructions** *as to how* to cook it. (or *about* how to...)

Reporting using adjectives

C A number of adjectives can be used to report a speaker's feelings or opinion about a situation. Some are followed by a *that*-clause. These include **adamant, agreed, angry, annoyed, certain, grateful, insistent, sure:**

- ☐ The builders are **certain** *that* they'll be finished by the end of the week.

Adjectives expressing uncertainty are usually followed by a *wh*-clause. These include **doubtful** (usually + *whether*), **uncertain, not certain, unsure, not sure:**

- ☐ Scientists aren't **sure** *where* the remains of the spacecraft will come to land.

Some are usually followed by a preposition (followed by a noun phrase). Here are some examples together with the most common preposition(s) following them: **apologetic, complimentary, insulting, tactful** (+ *about* something); **critical, dismissive, scornful** (+ *of* somebody/something); **abusive, sympathetic** (+ *to/towards* somebody):

- ☐ Today's newspapers are very **critical** *of* the President's decision to appoint Mr Walters.
- ☐ When I asked him what he thought of my new suit, he was quite **insulting** *about* it.

- 38.1 Complete the sentences with one of these nouns and then expand the notes in brackets. Use a *that*-, *to*-infinitive or *wh*-clause. Suggest alternatives where you can, as in 1. (A)

announcement ~~decision~~ encouragement explanation invitation
issue observation promise question warning

- 1 The turning point in his life came when he took the decision to become an actor. / ...that he would become an actor. (become - actor)
- 2 He failed to address the... (who - pay - repairs - building)
- 3 I was delighted to get an... (spend Christmas - them - Scotland)
- 4 I think it was Aristotle who made the... (no such thing - bad publicity)
- 5 Amazingly the police accepted Rudi's... (taken - wallet - mistake)
- 6 On the TV programme they debated the... (assisted suicide - criminal offence)
- 7 The letter from the company gave a final... (pay - bill by - end of - week)
- 8 The government has broken its... (reduce - rate - income tax)
- 9 The positive reaction to my work gave me considerable... (take up photography - career)
- 10 Waiting passengers were angry when they heard the... (flight - cancelled)

- 38.2 Report what was said by completing the sentences. Use one of the following nouns + *as to* and then a *wh*-word. (B)

~~advice~~ argument explanation indication speculation suggestions

- 1 I was given lots of advice as to what clothes to take with me to Malaysia.
- 2 Smith's latest injury has prompted _____ long he can carry on playing tennis.
- 3 We were all very happy when the company won the award, but there has been a great deal of _____ should get the prize money.
- 4 A number of very good _____ have been put forward _____ the King's 50th birthday should be celebrated in the village.
- 5 Mr Johnson resigned last week but gave no _____ he was leaving.
- 6 We were told to deliver the wardrobe to the house, but there was no _____ exactly to put it.

- 38.3 Complete the sentences with one of the following adjectives and then either *that*, a *wh*-word, or a preposition. (C)

abusive adamant agreed angry apologetic not certain
complimentary dismissive ~~doubtful~~ unsure

- 1 The climbers were doubtful whether the clothes would be warm enough at high altitudes.
- 2 My boss is very unsympathetic and was _____ my complaints about the new software.
- 3 The company is _____ the child car seats are safe.
- 4 Sue tried to pick up the rabbit, but was _____ to hold it.
- 5 She was very _____ the window had been broken.
- 6 Rachel is normally very reliable and was extremely _____ turning up late.
- 7 Jack left for New York in September but he was _____ he would return.
- 8 The court heard that Hughes became _____ a police officer and was arrested.
- 9 Amanda doesn't normally like spicy food, but was quite _____ my fish curry.
- 10 All the players are _____ the game should go on despite the snow.



Should in that-clauses; the present subjunctive

A We can sometimes report advice, orders, requests, suggestions, etc. about things that need to be done or are desirable using a **that-clause** with **should + bare infinitive**:

- ☐ They have proposed that Jim **should move** to their London office.
- ☐ We advised **that** the company **should not raise** its prices.

After **should** we often use **be + past participle** (passive) or **be + adjective**:

- ☐ They directed **that** the building **should be pulled down**.
- ☐ We insist **that** the money **should be available** to all students in financial difficulties.

B In formal contexts, particularly in written English, we can often leave out **should** and use only the base form of the verb (that is, the form you would look up in a dictionary). This form is the **present subjunctive** (see Unit 85A for the **past subjunctive**) and is used when we talk about bringing about the situation expressed in the **that-clause**. Note that although they are called 'present' and 'past' subjunctive, they do not refer to present and past time:

- ☐ They have proposed that Jim **move** to their London office.
- ☐ They directed that the building **be pulled down**.

To make a negative form, we use **not** (*not* 'do not') before the verb:

- ☐ We advised that the company **not raise** its prices.

In less formal contexts we can use ordinary forms of the verb instead of the subjunctive. Compare:

- ☐ I suggested that he **should give up** golf. (*negative*: ...that he **shouldn't** give up...)
- ☐ I suggested that he **give up** golf. (more formal) (*negative*: ...that he **not** give up...)
- ☐ I suggested that he **gives up** golf. (less formal) (*negative*: ...that he **doesn't** give up...)

C Other verbs that can be used in a **reporting clause** before a **that-clause** with either **should** or the subjunctive include **advise, ask, beg, command, demand, direct, insist, instruct, intend, order, prefer, propose, recommend, request, require, stipulate, suggest, urge, warn**. Notice that we can also use **that-clauses** with **should** after **reporting clauses** with nouns related to these verbs:

- ☐ The police issued an **order** that all weapons (should) be handed in immediately.
- ☐ The weather forecast gave a **warning** that people (should) prepare for heavy snow.

D We can also use **should** or sometimes the subjunctive in a **that-clause** after **it + be + adjective** such as **advisable, appalling, (in)appropriate, (in)conceivable, crucial, essential, imperative, important, obligatory, (un)necessary, urgent, vital**:

- ☐ It is **inappropriate** that he (should) **receive** the award again. (or ...that he **receives**...)

E We can use **should** in a **that-clause** when we talk about our own reaction to something we are reporting, particularly after **be + adjective** (e.g. **amazed, amused, anxious, astounded, concerned, disappointed, shocked, surprised, upset**). Compare:

- ☐ I **am concerned** that she **should think** I stole the money *and*
- ☐ I **am concerned** that she **thinks** I stole the money. (*not* ...that she **think** I stole...)

Notice that when we leave out **should** in sentences like this we use an ordinary tense, not a subjunctive. There is usually very little difference in meaning between sentences like this with and without **should**. We leave out **should** in less formal contexts.

F We can use **should** in a **that-clause** to talk about both a situation that exists now:

- ☐ It's not surprising that they **should be seen** together – they're brothers.

or one that may exist in the future:

- ☐ We believe it is important that she **should take** the exam next year.

If we are talking about an intention or plan, we can often use a **subjunctive** rather than **should**:

- ☐ I've arranged that she **come** to the first part of the meeting. (or ...that she **should come**.../ ...that she **comes**.../ ...for her to **come**...)