



SSC MTS & GD 2021



ENGLISH

SPEECH



CLASS - 09

DIRECT & INDIRECT SPEECH

- Direct Speech – Talk
- Indirect Speech – Own Words
- Ram said to shyam, “ I will come late “
- Direct - , “
- Indirect – that (Conjunction)



- Direct to Indirect
- Can – Could
- Will – would
- May – Might
- Shall – Should
- Today – That day
- Tomorrow – the next day
- Yesterday – the last day
- Now – then
- Just – then
- Tonight – that night
- Here – there
- This – that
- These – Those
- Thus – so
- Next day – the following day
- Last night – the previous night
- Ago - before



- If Reporting Verb – Present or Future Tense then No change in Reported Speech
- She says , “Rita comes late “
- She says that Rita comes late
- Mira will say , “ Mohan is always right “
- Mira will say that Mohan is always right



- If Reporting Verb in Past tense – Reported speech change like this

- Simple Present to Simple Past
- You said, “I never go there”
- You said that you never went there



- Present Continuous to Past Continuous
- Nita said, “I am willing to do it”
- Nita said that she was willing to do it

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|---|---|--------------------------------------|---------------------------------------|
| Simple Present Tense | Subject + Verb (v1) + es/es | Simple Past Tense | Subject + Verb (v2) or irregular verb |
| Present Continuous Tense | Subject + is/am/are + Verb(+ing) | Past Continuous Tense | Subject + was/were + Verb(+ing) |
| Present Perfect Tense | Subject + Has/have + Verb (v3) | Past Perfect Tense | Subject + had + Verb (v3) |
| Present Perfect Continuous Tense | Subject + Has/have + been + Verb(+ing)+ since/for | Past Perfect Continuous Tense | Subject + had + been + Verb(+ing) |
| Simple Past Tense | Subject + Verb (v2) or irregular verb | Past Perfect Tense | Subject + had + Verb (v3) |
| Past Continuous Tense | Subject + was/were + Verb(+ing) | Past Perfect Continuous Tense | Subject + had + been + Verb(+ing) |

- **Present Perfect changes to Past Perfect**
- **Dipu said, “I have bought a red pen”**
- **Dipu said that he had bought a red pen**

- **Present perfect continuous changes to Past perfect continuous**
- **Mohan said to me, “I have been living here for a month”**
- **Mohan told me that he had been living there for a month**

- **Simple Past changes to Past perfect**
- **You said, “She wrote a letter”**
- **You said that she had written a letter**

- **Past continuous changes to Past perfect Continuous tense**
- **Jyoti said, “They were talking to the principal”**
- **Jyoti said that they had been talking to the principal**



- If reported speech contains Universal truth or habitual truth then no change in Reported speech
 - The teacher said, “The earth moves round the sun”
 - The teacher said that the earth moves round the sun
 - My father said, “The earth is round”
 - My father said that the earth is round
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- Changes in Reporting Speech Pronouns
 - She said to me , “I am right but you are wrong”
 - She told me that she was right but I was wrong
 - You said to me ,”He is handsome”
 - You told me that he was handsome
 - Pranav says to her, “you are wise”
 - Pranav tells her that she is wise
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- No change of Pronoun in Universal truth
 - They said, “We cannot live without air”
 - They said that we cannot live without air



- If reported verb contains Magazine , newspaper , in reported speech use pronoun it, its
- We – it, our – its
- The Times of India says, ‘ we are trying our best to keep you well informed’
- The times of India says that it is trying its best to keep us well informed

- Reporting verb contains no object then use 1st or 3rd person pronoun in reporting speech
- She said, “You are guilty “
- She said that he was guilty
- She said , “ You are all guilty”
- She said that they were all guilty



- **Indirect Narration of Interrogative sentences**

- Say change to ask, wonder, enquire
- Reported speech in Yes/No question – start with if/whether



- She said to Mohan, "Can you help me?"
- She asked mohan whether he could help her

- Reported speech start with Who, what, how, where, when, why – Don't use any conjunction

- You said to you wife, "What are you doing?"
- You asked your wife what she was doing



- **Indirect Narration of Imperative Sentence**

- **Order, Request, Advice, Negative Command**

- **Say/said – ordered, requested, advised, asked, begged, told**

- **Inverted commas – Use to**

- **Remove Kindly , Please**

- **Ragini said to her servant, “Bring a glass of water”**

- **Ragini ordered her servant to bring a glass of water**

- **Ramu said to his father, “please bring me a pen”**

- **Ramu requested his father to bring him a pen**

- **Negative Command**

- **Say / Said – Asked, told, reminded**

- **Inverted commas – Use not + to + V1 (Do not go – not to go , Do not make – not to make)**

- **She said to her children, “Don’t walk in the sun”**

- **She asked her children not to walk in the sun**



- **Reporting Speech Start with Let**
- **Let – To suggest, To propose, To allow**
- **Say / Said – Proposed, Suggested**
- **Proposed , Suggested + to use**
- **Inverted commas – that use**
- **After reported speech add Should with V1**



- **He said to his friends, “Let’s Go to the Movies**
- **He proposed to his friends that they should go to the movies**
- **I said to the villagers, “Let’s help the injured men**
- **I suggested to the villagers that we should help the injured men**
- **After Suggest / Proposed no object the use V+ing**
- **She said , “Let’s go for a walk**
- **She suggested going for a walk**



- **Let – to allow – Indirect speech**
- **Say to / said to – Ordered , requested**
- **Reported speech – To allow use**
- **Before Verb – add to**
- **Ranjan said to his boss, “Let me go home”**
- **Ranjan requested his boss to allow him to go home**



- **Indirect Narration of Optative Sentences**
- **Said – Prayed,Wished, Cursed**
- **Inverted Commas – That**
- **Reported Speech – Verb + Subj changes to Subj + Verb**
- **May – Might**
- **Mary said, “May God Bless you”**
- **Mary prayed that God might bless me**
- **He said, “May you succeed in the examination”**
- **He wished that I might succeed in the examination**



- Indirect Narration of Exclamatory Sentence
- Said – Exclaimed with joy, Exclaimed , Exclaimed with sorrow, Exclaimed with grief, Confessed with regret, Shouted with applause, Cried out, Eagerly wished
- Inverted commas – that
- Remove exclamation add Full stop
- You said, “Well done | my friends
- You shouted with applause that your friends had done well



- Must – Indirect Narration – have to, has to, had to, will have to, would have to , should have to
- Rana Said ,” I must go there at Once”
- Rana said that he had to go there at once

