



SNS COLLEGE OF TECHNOLOGY

Coimbatore-35
An Autonomous Institution

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Grade Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai



DEPARTMENT OF ENGLISH

UNIT- 4

DIRECT AND INDIRECT SPEECH



DIRECT TO INDIRECT SPEECH

RULES

- 1) PUNCTUATION.
- 2) TENSE
- 3) PRONOUN CHANGES (HE, SHE)
- 4) ADVERBS (TODAY, TOMMORROW)



➤ REPORTING SPEECH

- ❖ Anu said to me, “I want your pen”. (past tense)
Questions might be
- ❖ Anu says to me, “I want your pen”. (present tense)

Present tense, Future, - Tense alone will not change.

Past tense- Four changes happens.



Examples

1. Ram said to me, “ I want your pen today”.

Ram told me that he wanted my pen that day.

2. Anu says to me, “ I want your book today”.

Anu says to me that he wants my pen that day.



Direct to c



Direct speech	Indirect speech
Simple present	Simple past
Present continuous	Past continuous
Present perfect	Past perfect
Past tense	Past continuous



Direct speech	Indirect speech
Present tense – (am/ is are) (Sing, eat, go)	Past tense (was/were) (sang, ate, went)
Present continuous- (is singing, I am singing)	Past continuous- (was singing, were singing)
Present perfect- Has/ Have Has sung, have sung	Past perfect- had sung
Past tense – sang was/were	Past perfect- had been
Past continuous was/were- singing	Past perfect continuous had been singing
will, shall, can, may	Would, should, could, might.



Don't change

Past perfect  Past perfect
Had sung

Past perfect continuous  Past perfect continuous
Had been singing

- ❖ Universal truth
- ❖ Proverbs

Example

The teacher said , “ The sun rises in the east”. (said – told)

The teacher said , “ Honesty is the best policy”.



Adverbs



Here	→	There
Now	→	Then
Ago	→	Before
Today	→	That day
Tonight	→	That night
Yesterday	→	The previous day or the day before
Tomorrow	→	The next day



Present tense



Direct speech

Ashok says , “ I drive car very well”.

Indirect speech

Ashok says that he drives car very well.



Future tense



Direct speech

Ashok will say , “ I drive car very well”.

Indirect speech

Ashok will say that he drives car very well.



Past tense



Direct speech

Ashok said , “ I drive car very well”.

Indirect speech

Ashok told that he drove car very well.



Present continuous



Past continuous



Direct speech

Shaju said , “ I am driving car very well”.

Indirect speech

Shaju told that he was driving car very well.



PRESENT PERFECT



Direct speech

Shaju said , “ I have driven a car”.

Indirect speech

Shaju told that he had driven a car.



Past tense → Past perfect



Direct speech

Shaju said , “ I drove a car yesterday”.

Indirect speech

Shaju told that he had driven a car the previous day.



Past continuous



Direct speech

Ashok said , “ I was driving a car”.

Indirect speech

Ashok told that he had been driving a car.



Past perfect → won't change



Direct speech

Ashok said , “ I had driven a car”.

Indirect speech

Ashok told that he had driven a car.



Past perfect continuous



won't change



Direct speech

Ashok said , “ I had been driving a car”.

Indirect speech

Ashok told that he had been driving a car.



Will- would



Direct speech

Ashok said , “ I will drive a car”.

Indirect speech

Ashok told that he would drive a car.



Thank You