2 🔊 **12.3** Read and listen to the questions and answers spoken by the people in the article. Who said them? Find the lines that report them. What do you notice about the tenses?

1 'Where is he?'

The mayor asked where he was.

2 'I don't know where he is. I haven't seen him for years.'

3 'Is he still on the payroll? Has he retired or died?'

4 'What have you been doing for so many years?'

5 'Why did you take your pay despite doing no work?'

6 'I didn't keep regular hours because I was bullied and I became depressed.'

7 'I'm making good use of my time. I've been studying philosophy.'

8 'You will **not** receive a medal.'

3 How are these lines reported in the article?

1 'I won't answer.'

2 'Please, explain your absence.'

3 'You have to pay a fine of €27,000.'

● **GRAMMAR SPOT**

Reported statements

1 When we report what people say, we usually move the tense back.

'I'm depressed.'   He said he was depressed.

'You'll love it.'   She was sure that I would love it.

Reported questions

2 In reported questions, there is no change in word order, and no *do/does/did*.

'Where do you live?'   He asked me where I lived.

'Did she see Mike?'   He wondered if she'd seen Mike.

When is *if* used?

Reported commands and requests

3 Look at these sentences. Which one is a command? Which a request?

They **told him to** pay a fine.

The court **asked him to** explain.

➔ **Grammar reference 12.1** ▸ **p154**

Practice **The job interview**

1 Report these sentences.

1 'I'm looking for a new job.' She said … _____.

2 'I've applied for six already.' She told me … _____.

3 'Have you had any interviews?' I asked … _____.

4 'I went for an interview last week.' She said … _____.

5 'When will you hear about the job?' I wondered … _____.

6 'I'm not sure.' She replied … _____.

7 'You must call them and ask.' I told her to … _____.

8 'Can you show me the job description?' I asked her to … _____.

'd = had or *'d = would*

2 Work with a partner and read the sentences. When does *'d = had* and when does *'d = would*? How does it affect the meaning?

1 She asked if she'd accepted the job.
   He asked if she'd accept the job.

2 He wanted to know where she worked.
   She wanted to know where she'd worked.

3 She said they'd travelled by train.
   He said they'd travel by train.

🔊 **12.4** What did the people actually say? Listen and check.

Reporting verbs

3 Match the reporting verbs a–i in the box with the direct speech 1–9.

a offer	c explain	e complain	g announce	i invite
b persuade	d promise	f ask	h encourage	

1 __f__   'Can you help me?' she said to me.

2 __c__   'I've been very busy,' he said.

3 ____   'I really will work hard for my exams,' she said.

4 ____   'Any unattended luggage will be removed,' they said.

5 ____   'You really should go travelling. You'd love it,' she said to me.

6 ____   'I'll give you a lift to the airport,' he said to me.

7 ____   'We would like you to come to our wedding,' John said to his boss.

8 ____   'Go on! Apply for that job! You know you'd be good at it,' he said. 'OK, I will,' I replied.

9 ____   'The only post I receive is junk mail,' he said.

4 Report the sentences in exercise 3 using the reporting verbs.

She asked me to help her.
He explained that he had been very busy.

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