



**Student Name:** \_\_\_\_\_

**Class:** \_\_\_\_\_

**Due Date:** \_\_\_\_\_

## Introduction to Reported Speech

### Definition and Importance:

Reported speech is the act of conveying someone else's words or message in our own words. It is crucial in everyday communication, as it enables us to share information, express opinions, and tell stories.

### Exercise 1: Converting Direct Speech to Indirect Speech

1. Convert the following direct speech sentences into indirect speech:

- "I will meet you at 5 o'clock," said John.
- "She has never been to Paris," said Emily.
- "They will have finished their project by next week," said the team leader.

### Rules of Reported Speech:

- Backshift of tenses: When reporting speech, we often change the tense of the original statement to match the time of reporting.
- Pronoun changes: We may need to change pronouns to reflect the speaker's perspective.
- Verb modifications: Verbs may be changed to match the context and tone of the reported speech.

### Exercise 2: Identifying Reported Speech

1. Read the following passages and identify examples of reported speech:

- "He said that he had never seen such a beautiful sunset."
- "She told me that she would meet me at the park at 3 o'clock."

**Read the following passage and analyze the use of reported speech:**

"He said that he had never seen such a beautiful sunset. The sun was setting over the ocean, casting a golden glow over the waves."

1. Identify the reported clause and the reporting verb.
2. Analyze how the author uses reported speech to convey meaning and create effects.

## Writing Task

**Write a short story (approximately 250-300 words) that incorporates reported speech:**

A character in your story overhears a conversation between two friends. Write the conversation in direct speech, and then report it in indirect speech through the character's narrative.

**Choose any combination:**

1. Research and present on a real-life situation where reported speech is crucial, such as in journalism, law, or education.
2. Write a script for a short conversation between two characters, using a mix of direct and indirect speech.

**To successfully complete this assignment, ensure that you:**

- Demonstrate a clear understanding of reported speech and its rules
- Accurately apply reported speech in writing and conversation
- Provide thoughtful analysis and interpretation of literary examples
- Complete all activities and exercises to the best of your ability

## Time Management Guidelines

**To complete this assignment within the estimated time, allocate your time as follows:**

- Reading and review: 5 minutes
- Practice exercises: 10 minutes
- Literary analysis: 10 minutes
- Writing task: 15 minutes
- Peer review: 5 minutes

## Self-Assessment Opportunities

**Throughout the assignment, take time to reflect on your understanding of reported speech and its application:**

- Can I accurately convert direct speech to indirect speech and vice versa?
- Can I identify and analyze examples of reported speech in literary texts?
- Can I effectively use reported speech in my writing and conversation?



## Conclusion

**Reported speech is a vital aspect of effective communication, and mastering its rules and applications can enhance our ability to convey messages and ideas:**

By completing this worksheet, you will have demonstrated your understanding of reported speech and its importance in various contexts.