



Welcome to the Lesson

In this lesson, we will introduce the concept of reported speech and its importance in everyday communication. Reported speech is a vital component of effective communication, enabling individuals to convey messages, opinions, and information accurately and efficiently. By the end of this lesson, you will be able to understand the basics of reported speech, identify its uses, and apply it in various social and professional contexts.

Lesson Objectives

- Define and explain the concept of reported speech
- Identify the uses of reported speech in everyday communication
- Apply reported speech in different contexts, including formal and informal settings
- Develop effective communication skills using reported speech



Introduction to Reported Speech

Reported speech is a vital component of effective communication, enabling individuals to convey messages, opinions, and information accurately and efficiently. It involves conveying a message or statement made by someone else, either in direct or indirect speech.

Examples of Reported Speech

- Direct speech: "I will meet you at 5 o'clock," said John.
- Indirect speech: John said that he would meet me at 5 o'clock.



Understanding Reported Speech

Reported speech can be used in various contexts, including formal and informal settings. It is essential to understand the differences between direct and indirect speech to convey messages accurately and efficiently.

Differences between Direct and Indirect Speech

- Direct speech: uses the exact words spoken by someone
- Indirect speech: reports what someone said, without using their exact words



Practicing Reported Speech

Practice using reported speech in different contexts, including formal and informal settings. Use the following exercises to improve your skills:

- Role-plays: practice using reported speech in different scenarios
- Group discussions: discuss the importance of reported speech in everyday communication
- Writing tasks: write a short story using reported speech



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Applying Reported Speech

Apply reported speech in real-life situations, including job interviews, meetings, and social gatherings. Use the following scenarios to practice:

- Job interview: use reported speech to convey a message from a previous employer
- Meeting: use reported speech to report on a discussion with a colleague
- Social gathering: use reported speech to convey a message from a friend



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Conclusion

In conclusion, reported speech is a vital component of effective communication, enabling individuals to convey messages, opinions, and information accurately and efficiently. By mastering reported speech, you can improve your communication skills, build stronger relationships, and enhance your overall confidence.



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Assessment

Assess your understanding of reported speech by completing the following tasks:

- Quiz: understanding reported speech
- Role-play: applying reported speech
- Writing task: using reported speech in a short story



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Extension Activities

Extend your learning by completing the following activities:

- Create a news report using reported speech
- Write a short story using reported speech
- Participate in a debate using reported speech



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Glossary

- Reported speech: the act of conveying a message or statement made by someone else
- Direct speech: the exact words spoken by someone
- Indirect speech: a report of what someone said, without using their exact words



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References

- English Grammar in Use by Cambridge University Press
- Reported Speech by BBC Learning English