

26. DIRECT AND INDIRECT SPEECH

Quoting the actual words of a speaker is termed as **Direct Speech**.

Reporting what a person said without quoting his exact words is termed as

Indirect (or Reported) Speech.

Some Common Examples :

1. He says, "I am ready."
He says that he is ready.
2. He has said to me, "I did not do it."
He has told me that he did not do it.
3. He will say, "I am ready."
He will say that he is ready.
4. He said, "I write letters."
He said that he wrote letters.
5. He said, "I wrote a letter."
He said that he had written a letter.
6. He said, "I shall write letters."
He said that he would write letters.
7. He said, "I was writing letters."
He said that he had been writing letters.
8. He said, "I had gone to Bombay."
He said that he had gone to Bombay.
9. Note : There is no change in universal truths, general saying or habitual truths.
 - (i) The teacher said, "The sun rises in the east."
The teacher said that the sun rises in the east.
 - (ii) He said, "Honesty is the best policy."
He said that honesty is the best policy.
 - (iii) He said, "I take bath regularly."
He said that he takes bath regularly.
 - (iv) He said, "India became independent in 1947."
He said that India became independent in 1947.
10. He said, "I saw him here."
He said that he had seen him there.
11. He said, "Where is the book?"
He asked me where the book was.
12. "Where has she gone?" he asked me.
He asked me where she had gone.
13. She said to Meena, "Is it raining?"
She asked Meena if it was raining.
14. He said, "Hurry up!"
He asked me to hurry up.
15. He said, "Please let me go."
16. He said to Ravi, "Don't move."
He requested them to let him go.
He told Ravi not to move.
17. They said, "How silly of him!"
They exclaimed that it was very silly of him.
18. The boys said, "Hurrah! we've won the match."
The boys exclaimed with joy that they had won the match.
19. He said, "Alas! I am undone."
He exclaimed with sorrow that he was undone.
20. She said, "O that I were a boy."
She eagerly wished that she had been a boy.
21. The teacher said, "Well done! my boys."
The teacher applauded the boys, saying that they had done well.
22. He said, "May you succeed."
He wished/prayed that I might succeed.
23. Harsh said, "Sir, may I go home?"
Harsh respectfully asked whether he could go home.
24. I said to him, "Do have a cup of tea."
I requested him to have a cup of tea.
25. He said, "I must go at once."
He said that he had to go at once.
26. I said to him, "Let us go out for a walk."
I proposed to him that we should go out for a walk.
27. They said to the teacher, "Let us go home."
They requested the teacher to allow them to go home.
28. "Hello", he said to his sister. "How are you?"
He greeted his sister and asked her how she was.
29. "Oh dear! I have torn my shirt."
He sighed and said that he had torn his shirt.
30. "So help me Heaven!" he cried, "I will never steal again."
He called upon Heaven to witness his resolve never to steal again.

PRACTICE SET

Directions : In each of the following questions, a sentence has been given in **Direct/Indirect Speech**. Out of the four alternatives suggested select the one which best expresses the same sentence in **Indirect/Direct Speech**.

1. He said to her, "Are you coming to the party?" (Stenographers' Exam, 1991)
- (a) He asked her whether she was coming to the party.

- (b) He told her if she was coming to the party.
- (c) He asked her if she was coming to the party.
- (d) He asked her if she will be coming to the party.
2. The sage said, "God helps those who help themselves."
 - (a) The sage said that God helps those who help themselves.
 - (b) The sage said that God helped those who helped themselves.
 - (c) The sage said that God helps those who helped themselves.
 - (d) The sage said that God helped those who help themselves.
3. "Please don't go away", she said.
 - (a) She said to please her and not go away.
 - (b) She told me not to go away.
 - (c) She begged that I not go away.
 - (d) She begged me not to go away. (Stenographer's Exam, 1995)
4. He said, "I clean my teeth twice a day."
 - (a) He said that he cleaned his teeth twice a day.
 - (b) He said that he cleans his teeth twice a day.
 - (c) He said that he used to clean his teeth twice a day.
 - (d) He said that he is used to cleaning his teeth twice a day.
5. He said to them, "Don't make a noise."
 - (a) He told them that don't make a noise.
 - (b) He told them not to make noise.
 - (c) He told them not to make a noise.
 - (d) He asked them not to make a noise. (Stenographers' Exam, 1994)
6. The teacher said, "Be quiet, boys."
 - (a) The teacher said that they boys should be quiet.
 - (b) The teacher called the boys and ordered them to be quiet.
 - (c) The teacher urged the boys to be quiet.
 - (d) The teacher commanded the boys that they be quiet.
7. My friend said to me, "Has your father returned from Calcutta?" (Stenographers' Exam, 1992)
 - (a) My friend said to me that my father has returned from Calcutta.
 - (b) My friend asked me if my father had returned from Calcutta.
 - (c) My friend told me that his father had returned from Calcutta.
- (d) My friend enquired me if his father had returned from Calcutta.
8. He said, "Where shall I be this time next year!"
 - (a) He asked that where should he be that time next year.
 - (b) He wondered where he should be that time the next year.
 - (c) He contemplated where shall he be that time the following year.
 - (d) He wondered where he would be that time the following year.
9. Rajesh said, "I bought a car yesterday."
 - (a) Rajesh said that I have bought a car the previous day.
 - (b) Rajesh told that he had bought a car yesterday.
 - (c) Rajesh said that he bought a car the previous day.
 - (d) Rajesh said that he had bought a car the previous day. (Stenographer's Exam, 1991)
10. The employer said to the workman, "I cannot pay you higher wages."
 - (a) The employer told the workman that he could not be paid higher wages.
 - (b) The employer told the workman that he could not pay him higher wages.
 - (c) The employer forbade the workman to pay higher wages.
 - (d) The employer warned the workman that he cannot pay him higher wages.
11. My cousin said, "My room-mate snored throughout the night."
 - (a) My cousin said that her room-mate had snored throughout the night.
 - (b) My cousin told me that her room-mate snored throughout the night.
 - (c) My cousin complained to me that her room-mate is snoring throughout the night.
 - (d) My cousin felt that her room-mate may be snoring throughout the night. (Stenographer's Exam, 1995)
12. He asked his teacher, "Need I read this chapter?"
 - (a) He asked his teacher whether there was a need to read that chapter.
 - (b) He asked his teacher whether he needed to read this chapter.
 - (c) He asked his teacher if it was necessary to read this chapter.
 - (d) He asked his teacher if he had to read that chapter.

13. He said, "What a beautiful scene!"
 (a) He said that what a beautiful scene it was.
 (b) He wondered that it was a beautiful scene.
 (c) He exclaimed what a beautiful scene it was.
 (d) He exclaimed that it was a very beautiful scene.
 (Stenographer's Exam, 1994)
14. He said, "I saw a book here."
 (a) He said that he saw a book here.
 (b) He said that he saw a book there.
 (c) He said that he had seen a book here.
 (d) He said that he had seen a book there.
15. He said to me, "What time do the offices close?"
 (a) He wanted to know what time the offices close.
 (b) He asked me what time did the offices close.
 (c) He asked me what time the offices closed.
 (d) He asked me what time the offices did close.
16. Pinki said to Gaurav, "Will you help me in my work just now?"
 (Stenographer's Exam, 1991)
 (a) Pinki asked Gaurav if he would help her in her work just then.
 (b) Pinki questioned to Gaurav that will you help me in my work just now.
 (c) Pinki told Gaurav whether he will help her in her work just now.
 (d) Pinki asked to Gaurav that will he help her in her work just now.
17. Sarita said to me, "I will do it now or never."
 (a) Sarita told me that I would do it then or never.
 (b) Sarita told me that she would do it now or never.
 (c) Sarita told me that she will do that now or never.
 (d) Sarita told me that she would do it then or never.
18. She said to him, "Why don't you go today?" (Stenographer's Exam, 1995)
 (a) She said to him that why he don't go today.
 (b) She asked him if he was going that day.
 (c) She asked him why he did not go today.
- (d) She asked him why he did not go that day.
19. Gavaskar said, "Bravo! Azhar, you have done well."
 (a) Gavaskar exclaimed with joy that Azhar had done well.
 (b) Gavaskar called Azhar and exclaimed that he had done well.
 (c) Gavaskar congratulated Azhar, saying that he had done well.
 (d) Gavaskar praised Azhar for his having done well.
20. He said to me, "Where is the post office?"
 (a) He wanted to know where the post office was.
 (b) He asked me that where the post office was.
 (c) He asked me where the post office was.
 (d) He asked me where was the post office. (Stenographer's Exam, 1994)
21. He said, "The mice will play, when the cat is away."
 (a) He said that the mice will play when the cat is away.
 (b) He said that the mice would play when the cat was away.
 (c) He said that the mice would play when the cat would be away.
 (d) He said that the mice shall play, when the cat is away.
22. He said to his servant, "Why are you so lazy today?" (Stenographer's Exam, 1992)
 (a) He asked his servant why he was so lazy that day.
 (b) He asked his servant why he had been so lazy that day.
 (c) He asked his servant why he was being so lazy that day.
 (d) He asked his servant why was he so lazy that day.
23. He said, "Can you sing?" And I said, "No."
 (a) He asked me that could I sing and I refused.
 (b) He asked me if I could sing and I said that I couldn't.
 (c) I denied, when he asked me if I could sing.
 (d) He asked me if I could sing and I said no.
24. He said to her, "May you succeed!"
 (a) He told her that she might succeed.
 (b) He prayed to God that she may succeed.
 (c) He wished her success.
 (d) He said to her that she might succeed. (Stenographer's Exam, 1991)

25. He said, "May God grant peace to the departed soul!"
 (a) He wished by God to grant peace to the departed soul.
 (b) He wished that God may grant peace to the departed soul.
 (c) He prayed that might God grant peace to the departed soul.
 (d) He prayed that God would grant peace to the departed soul.
26. "Are you alone, my son?" asked a soft voice close behind me.
 (a) A soft voice from my back asked if I was alone.
 (b) A soft voice said to me are you alone son.
 (c) A soft voice asked that what I was doing there alone.
 (d) A soft voice behind me asked if I was alone. (Stenographer's Exam, 1995)
27. He said, "I must go next week."
 (a) He said that he must go next week.
 (b) He said that he must go the following week.
 (c) He said that he would have to go the following week.
 (d) He said that he was to go the following week.
28. He said to her, "Don't read so fast."
 (a) He told her not to read so fast.
 (b) He advised her don't read so fast.
 (c) He requested her not to read so fast.
 (d) He ordered her not to read so fast.
 (Stenographer's Exam, 1994)
29. "I don't know the way. Do you?" he asked.
 (a) He said that he didn't know the way and did I know it.
 (b) He told that he was not knowing the way, but wondered if I knew.
 (c) He said that he didn't know the way and asked me if I did.
 (d) He asked me if I knew the way which he didn't.
30. He said, "Will you listen to such a man?"
 (a) He asked them will you listen to such a man.
 (b) He asked them are you listening to such a man.
 (c) He asked them whether they would listen to such a man.
 (d) He asked them whether they will listen to such a man.
 (Stenographer's Exam, 1992)
31. Mary said to Robert, "Let him come, then we shall see."
 (a) Mary said to Robert that if he came, they would see him.
- (b) Mary told Robert that they shall see him if he came.
 (c) Mary told Robert that once he came, they would see him.
 (d) Mary told Robert that they would see him if he might come.
32. He said, "I have often told you not to waste your time." (Stenographer's Exam, 1994)
 (a) He said that he had often told not to waste your time.
 (b) He said that he had often told him not to waste his time.
 (c) He said that he had often suggested to him not to waste his time.
 (d) He told that he had often told him not to waste his time.
33. Rajan said, "O that I were a child again!"
 (a) Rajan exclaimed with wonder that he was a child again.
 (b) Rajan wondered that were he a child again.
 (c) Rajan strongly wished that he had been a child again.
 (d) Rajan prayed that he were a child again.
34. I said to my brother, "Let us go to some hill station for a change."
 (a) I asked my brother to go to some hill station for a change.
 (b) I asked my brother if he would go to some hill station for a change.
 (c) I permitted my brother to go to some hill station for a change.
 (d) I suggested to my brother that we should go to some hill station for a change. (Stenographer's Exam, 1992)
35. The Manager said, "Well, what can I do for you?"
 (a) The Manager asked what he could do for him.
 (b) The Manager wondered what he could do for him.
 (c) The Manager wanted to know what he could do for him.
 (d) The Manager said that he couldn't do anything for him.
36. The traveller enquired of the farmer if he could tell him the way to the nearest inn.
 (a) The traveller said to the farmer, "Where is the nearest inn?"
 (b) The traveller said to the farmer, "Which is the way to the nearest inn?"
 (c) The traveller said to the farmer, "Can you tell me the way to the nearest inn?"

- (d) The traveller said to the farmer, "Can you tell me where is the nearest inn?"

(Stenographer's Exam, 1991)

37. The spectators said, "Bravo! well played, Ravi."
 (a) The spectators called Ravi bravo because he had played well.
 (b) The spectators said that Ravi played well and applauded him.
 (c) The spectators encouraged Ravi saying that he played well.

- (d) The spectators applauded Ravi, saying that he had played well.
 38. "If you don't keep quiet I shall shoot you," he said to her in a calm voice.
 (a) He warned her to shoot if she didn't keep quiet calmly.
 (b) He said calmly that I shall shoot you if you don't be quiet.
 (c) He warned her calmly that he would shoot her if she didn't keep quiet.
 (d) Calmly he warned her that be quiet or else he will have to shoot her.

(Stenographer's Exam, 1995)

ANSWERS

1. (c) 2. (a) 3. (d) 4. (b) 5. (d) 6. (c) 7. (b) 8. (d) 9. (d) 10. (b)
 11. (a) 12. (d) 13. (d) 14. (d) 15. (c) 16. (a) 17. (d) 18. (d) 19. (c) 20. (c)
 21. (a) 22. (a) 23. (b) 24. (c) 25. (d) 26. (d) 27. (c) 28. (a) 29. (c) 30. (c)
 31. (d) 32. (b) 33. (c) 34. (d) 35. (c) 36. (c) 37. (d) 38. (c)

27. TRANSFORMATION

This section deals with questions related to different forms in which two sentences may be combined.

In this type of questions, generally two sentences are given followed by three proposed beginnings of a sentence, which are marked as (A), (B) and (C). The candidate is required to decide which of these three forms may be used to express the same meaning as that conveyed by the two given sentences in the form of single sentence.

Example. He was a good teacher. He was a successful administrator.

- (A) Besides (B) He was not (C) In spite of
 (a) Only A (b) Only B (c) A & C (d) A & B (e) A, B & C

Solution. Clearly, the two given sentences may be combined as :

- (A) Besides being a good teacher, he was a successful administrator.
 (B) He was not only a good teacher but also a successful administrator.

The beginning (C) cannot be used to express the above fact.

Hence, the answer is (d).

PRACTICE SET

Directions : In each question below, there are two sentences. These two sentences are to be combined into one sentence which should convey the same meaning as conveyed by the two sentences. It is possible to combine the pair of sentences in various different ways. Beginnings of three such sentences is given below each pair of sentences. You have to find out which one, two, three or none of them is the correct, appropriate and logical way to combine the pair of sentences into one sentence to convey the same meaning as conveyed by the two sentences.

- The boy got his leg badly injured. He was playing hockey. (Bank P.O. 1995)
 (A) While the boy was
 (B) While playing
 (C) Since his leg was
 (a) Only A (b) Only B
 (c) Only C (d) A & B only
- You are drunk. That aggravates your offence.
 (A) As you are
 (B) That you
 (C) What aggravates
 (a) Only A (b) Only B (c) Only C
 (d) A & B (e) B & C
- He worked hard. He did not succeed.
 (A) Although he
 (B) Notwithstanding
 (C) Besides working
 (a) Only A (b) A & B (c) B & C
 (d) A & C (e) A, B & C
- You run fast. You can win the race.
 (A) Provided
 (B) In case
 (C) Supposing that
 (a) Only A (b) Only B (c) A & B
 (d) B & C (e) A, B & C
- You will not recover fast. Refrain from smoking.
 (A) Unless you recover
 (B) If you want to refrain from smoking
 (C) In spite of refraining from (Bank P.O. 1995)
 (a) Only A (b) Only B (c) Only C
 (d) A and B only (e) None of these
- He may be innocent. I do not know.
 (A) I doubt (B) I do not
 (C) That he is
 (a) Only A (b) Only B (c) Only C
 (d) A and B (e) B and C
- He finished his exercise. He put away his books.
 (A) Having finished
 (B) As he finished
 (C) Finishing
 (a) Only A (b) A & B (c) Only B
 (d) A & C (e) Only C
- He is poor. He is happy.
 (A) Despite
 (B) Admitting that
 (C) He is poor indeed,
 (a) Only A (b) A & B (c) A & C
 (d) Only C (e) A, B & C
- He has some weaknesses. He is the darling of everyone.
 (A) Though
 (B) In spite of
 (C) Besides
 (a) Only A (b) Only B (c) A & B
 (d) B & C (e) A & C
- The Chief Guest arrived. The proceedings of the function began.