7.4 Reported Speech: 30-minute Pack

about 30 minutes

Name: _____ Date: ____ / ____ / _____

Answer ALL questions in the spaces provided. Write in full sentences where asked.

The Museum Trip Mix-up

Source written for Revision Library (original, copyright-free). Written specifically for this worksheet as a short narrative mixing direct and reported speech for grammar practice.

Mr Ahmed counted the group for the third time. 'We are missing two people,' he said, frowning at his clipboard.

'Isn't Zak still by the gift shop?' asked Leah, glancing back towards the entrance.

Mr Ahmed sighed and told the group that they would have to wait five more minutes. 'If they are not here by half past ten, the coach will leave without them,' he warned.

A few moments later, Zak came jogging across the courtyard with Priya close behind. 'We got completely lost near the dinosaur gallery,' Zak explained, still out of breath.

'I am so sorry,' Priya added. 'We will not wander off again.'

Mr Ahmed smiled with relief and said that he was just glad they were both safe.

1 Identify and correct the error in this reported sentence: 'Priya asked did Zak want to come to the museum.'

(2)

2 Identify and correct the error in this reported sentence: Mr Ahmed said that "the coach would leave at nine."

(2)

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3 Below is a paragraph of reported speech with several errors. Rewrite it correctly, correcting every error you can find.

'leah said that she is going home now and that she will meet us their tomorrow. zak told he was tired too and said that he can not wait to get some sleep.'

(6)

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4 Convert each direct sentence below into reported speech, beginning with the words given.

(a) 'I will bring some snacks for everyone tomorrow,' said Priya. Priya said that ... **(2)**

(b) 'Where did you leave the tickets?' Mr Ahmed asked Leah. Mr Ahmed asked Leah ... **(2)**

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5 Write a short account (approximately 70-100 words) of a conversation between two people, told mostly in reported speech. Your account must include: at least one reported statement, at least one reported question, and at least two different examples of backshifted tenses (e.g. present to past, will to would, can to could). Underline each of these three required features in your answer.

(8)

6 Which of the following best defines reported (indirect) speech?

- ☐ A) Speech that uses inverted commas to show the speaker's exact words
- ☐ B) Speech that retells what someone said, without using inverted commas or their exact original words
- ☐ C) Speech that is always written as a question
- ☐ D) Speech that can only be used by a narrator describing their own thoughts

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7 The reporting verb in reported speech (e.g. 'said', 'explained', 'asked') is normally in the past tense. What effect does this usually have on the tense of the words being reported?

- [ ] A) The tense stays exactly the same as it was in the original words
- [ ] B) The tense usually moves one step further into the past (it 'backshifts')
- [ ] C) The tense always changes into the future
- [ ] D) Reported speech has no tense at all

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8 Each phrase below is part of someone's exact (direct) words. Give the correctly backshifted form each phrase would take once it is reported.

(a) "I like chocolate." -> She said that she ___ chocolate. **(1)**

(b) "I am walking to school." -> She said that she ___ to school. **(1)**

(c) "I have finished my homework." -> She said that she ___ her homework. **(1)**

(d) "I will help you tomorrow." -> She said that she ___ me the next day. **(1)**

(e) "I can swim." -> She said that she ___. **(1)**

(f) "I must leave now." -> She said that she ___ then. **(1)**

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9 As well as verb tenses, some words showing time and place also change when direct speech becomes reported speech. Give the reported form of each word or phrase below.

(a) today **(1)**

(b) tomorrow **(1)**

(c) yesterday **(1)**

(d) here **(1)**

(e) now **(1)**

10 Convert this direct speech into reported speech, beginning with the words given: 'I am feeling a bit nervous,' said Zak. Zak said that ...

(2)

11 Convert this direct speech into reported speech, beginning with the words given: 'We will finish the project by Friday,' explained Priya. Priya explained that ...

(2)

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Mark scheme · 7.4 Reported Speech: 30-minute Pack

Question 1

identifies that reported questions use normal statement word order, not the inverted question order 'did Zak want' — **B1**

correct rewrite: Priya asked if Zak wanted to come to the museum, cao — **B1**

Answer: **Priya asked if Zak wanted to come to the museum.**

Question 2

identifies that inverted commas should not be used, since these are not the speaker's exact original words — **B1**

correct rewrite with the inverted commas removed: Mr Ahmed said that the coach would leave at nine, cao — **B1**

Answer: **Mr Ahmed said that the coach would leave at nine.**

Question 3

Level 0 No accurate corrections made; errors remain uncorrected or new errors introduced. — **0**

Level 1 A few errors corrected (e.g. capital letters or one tense backshift), with most other errors remaining. — **1-2**

Level 2 Most errors corrected, including at least one tense backshift, one time/place adverb change and the correction to 'told', with occasional inaccuracies remaining. — **3-4**

Level 3 All errors corrected accurately, including every tense backshift, both time/place adverb changes, the 'their'/'there' homophone and the correction to 'told', demonstrating secure control of reported speech throughout. — **5-6**

Indicative content:

- Capital letters added for 'Leah' and 'Zak' at the start of each sentence
- 'is going' backshifted correctly to 'was going'
- 'now' changed to 'then', since this is no longer the narrator's present moment
- 'their' corrected to 'there' (homophone; the place adverb is right in meaning but wrongly spelled)
- 'will meet' backshifted correctly to 'would meet'
- 'tomorrow' changed to 'the next day', since this is reported speech
- 'zak told he was tired' corrected to 'Zak said that he was tired' (or 'Zak told us that he was tired'), since 'told' needs a person as its object
- 'can not' backshifted correctly to 'could not'

Question 4

(a) pronoun and tense correctly changed: 'I' to 'she', 'will bring' to 'would bring' — **B1**

(a) 'tomorrow' correctly changed to 'the next day', cao — **B1**

(a) Answer: **Priya said that she would bring some snacks for everyone the next day.**

(b) the wh-word 'where' is kept, with normal statement word order (no inverted 'did') — **B1**

(b) pronoun and tense correctly changed: 'you' to 'she', 'did leave' backshifted to 'had left', cao — **B1**

(b) Answer: **Mr Ahmed asked Leah where she had left the tickets.**

Question 5

AO5: Content and organisation (AO5)

Level 1 Simple account of a conversation; little sense of a clear reporting voice or organisation. — **1-2**

Level 2 A recognisable, mostly coherent account of a conversation; ideas are generally well sequenced. — **3**

Level 3 A clear, engaging and well-organised account of a conversation, told convincingly through a consistent reporting voice. — **4**

AO6: Technical accuracy (reported speech) (AO6)

Level 1 Limited accuracy; the required features (reported statement, reported question, two backshifted tenses) are mostly missing or used incorrectly. — **1**

Level 2 Most of the required features are present and mostly accurate, with occasional errors. — **2-3**

Level 3 All required features are present, clearly marked and used accurately, with no inverted commas wrongly used and a controlled range of reporting verbs. — **4**

Indicative content:

- A consistent reporting voice is used throughout (e.g. 'she said that...', 'he asked whether...')
- At least one reported statement with an appropriate reporting verb and a correctly backshifted tense
- At least one reported question, using 'if'/'whether' or a wh-word with statement word order (no inverted auxiliary, no question mark)
- At least two different examples of backshifted tenses (e.g. present to past, will to would, can to could)
- No inverted commas used anywhere, since none of the speech is quoted directly
- Pronouns and time/place adverbials changed appropriately where needed (e.g. today to that day, here to there)

Question 6

B — **B1**

Answer: **B**

Question 7

B — **B1**

Answer: **B**

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Question 8

(a) liked **B1**

(a) Answer: **liked**

(b) was walking **B1**

(b) Answer: **was walking**

(c) had finished **B1**

(c) Answer: **had finished**

(d) would help **B1**

(d) Answer: **would help**

(e) could swim **B1**

(e) Answer: **could swim**

(f) had to leave **B1**

(f) Answer: **had to leave**

Question 9

(a) that day **B1**

(a) Answer: **that day**

(b) the next day (oe the following day) **B1**

(b) Answer: **the next day**

(c) the day before (oe the previous day) **B1**

(c) Answer: **the day before**

(d) there **B1**

(d) Answer: **there**

(e) then **B1**

(e) Answer: **then**

Question 10

pronoun correctly changed from 'I' to 'he' **B1**

tense correctly backshifted from 'am feeling' to 'was feeling', cao **B1**

Answer: **Zak said that he was feeling a bit nervous.**

Question 11

pronoun correctly changed from 'we' to 'they' **B1**

tense correctly backshifted from 'will finish' to 'would finish', cao **B1**

Answer: **Priya explained that they would finish the project by Friday.**

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