

Class - VIISubject - English LanguageChapter - 16 Direct and Indirect Speech

Good morning students

Today we are going to discuss the topic 'Direct and Indirect Speech' as a part of your English language assignment. Chapter-16 given in your English language book titled 'Collins English Grammar and Composition'.

Students, we have done this topic in our previous classes so you might be knowing that here speech means, the words spoken by a person or a statement made by a person to express his/her thoughts or views at the time of speaking is known as speech.

Students, we can report a person's statement in two ways - direct and indirect speech.

* Direct Speech

Direct speech is the speech when the actual words or exact words spoken by a person are used.

There is no change or alteration done by the reporter in a direct speech. The exact words are placed between inverted commas.

Class - VII

Date -

Subject - English Language

Page - 2

Chapter - 16 Direct and Indirect Speech

We can not make any change in the speaker's words in direct speech. So when we refer to the exact words of the speaker in a sentence, it is said to be in direct speech.

Examples -

- Father said, "I have bought a pen for you."
- Priya said to me, "I am writing a letter."

★ In indirect speech the person's exact words are not given, instead their meaning is narrated by a third person. We can express the person's statement in our own words. This is called indirect speech or reported speech.

Examples -

- Father said that he had bought a pen for me
- Priya told me that she was writing a letter.

There are certain rules to be followed while converting direct speech into indirect speech. Let us know about these rules.

Students, before knowing the rules you must know about reporting verb and reported speech.

Class - VII

Subject - English Language Page - 3
Chapter - 16 Direct and Indirect Speech

Students, you know that the exact words of the speaker which are put within quotation marks or inverted commas are called reported speech and the verb that introduces the reported speech is called reporting verb.

Example -

My teacher said to me, "You need a new dictionary."

In this sentence or statement the verb 'said' introduces the exact words of the speaker so it is called the reporting verb here.

Students, here you have learnt that Direct speech is divided into two parts reporting verb and reported speech.

Students, when we convert a direct speech into indirect speech, no inverted commas are used in indirect speech and no comma is used to separate the reported speech from the rest of the sentence. A conjunction, if necessary, is used to join the reported speech with the rest of the sentence.

- When we change a direct speech into indirect speech, we have to make

Class - VII.

Date - 11.10.2021

Subject - English Language

Page - 4

Chapter - 16 Direct and Indirect Speech

these changes.

*** Change of Tenses**

- 1 - If reporting verb is in a present or a future tense, the tenses in the reported speech remain unchanged.

Examples -

i. - Indu says, "The teacher is going to teach a new topic." (Direct speech)

- Indu says that the teacher is going to teach a new topic.

ii - He will say, "Good music makes a good film." (Direct speech)

- He will say that good music makes a good film.

Students, here you see the verbs 'is going' and 'makes' remain unchanged while changing into indirect speech.

2. If Reporting verb in a past tense, the tenses in the reported speech changed into a corresponding past tense. In general.

- is, are, am	-	was, were
- was, were	-	had been
- had been	-	no change
- has, have	-	had
- had	-	no change
- do	-	did
- did	-	had done
- had done	-	no change

Class - VII

Date

Subject - English Language

Page - 5

Chapter - 16 Direct and Indirect Speech

- | | | |
|-------------------|---|--------------|
| - will, shall | - | would |
| - may, can | - | might, could |
| - must | - | had to |
| would, should, | | |
| might, could, | - | no change |
| ought to, used to | | |

3. There are three situations in which even if the reporting verb is in the past tense, we leave the tense in the reported speech unchanged.

i) The reported speech expresses a universal truth or a habitual fact:-

Example

a - Our science teacher said, "A magnetic needle always points to the north".
(Universal truth)

- Our science teacher told us that a magnetic needle always points to the north.

b - I said to the tourist, "The Indian summer is usually very hot".
(habitual fact)

- I told the tourist that the Indian summer is usually very hot.

ii) The reported speech describes a situation which still exists when the speech is reported.

- The station master said, "All the trains are running late because heavy

Class - VII

Date -

Subject - English Language

Page - 6

Chapter - 16 Direct and Indirect Speech

rains have damaged some parts of the track." (here the situation continues to be unchanged at the time of reporting)

The station master said that all the trains are running late because heavy rains have damaged some parts of the track.

iii) If the reported speech contains two clauses, both in the past.

- Neeru said to me, "Deepa was busy, so she didn't go to see the movie."

- Neeru told me that Deepa was busy, so she didn't go to see the movie.

★ Change of Pronouns

a - The first person pronouns (I, we) are changed according to the subject of the verb 'said' - Example

- Aditi said, "I am playing chess." (direct speech)

- Aditi said that she was playing chess. (indirect speech)

In this sentence, you can see that 'I' has been changed to 'she' because the subject of the verb 'said' is 'Aditi', which is third person singular number.

b - The second person pronoun 'you' is converted according to the object

Class - VII,

Date - . . .

Subject - English Language

Page - 7

Chapter - 16 Direct and Indirect Speech

to the verb 'said'.

Example

- She said to me, "You can do this work."
(direct speech)

- She told me that I could do that work.
(indirect speech)

Here, you can see 'you' is converted according to the object 'me' so it becomes the first person pronoun 'I'.

c. The third person pronoun he, she, it and they remain unchanged in indirect speech.

Example

- The teacher said, "She is an intelligent."
(direct speech)

- The teacher said that she was an intelligent girl.
(indirect speech)

* Change of expressions of time and place -

Direct speech		Indirect speech
- this, that	-	these, those
- here	-	there
- now	-	then
- ago	-	before
- today, tonight	-	that day, that night
- yesterday	-	the day before, the previous day
- tomorrow	-	the next day, the following day

Class - VII

Date

Subject - English Language

Page - 8

Chapter - 16 Direct and Indirect Speech

Direct speech

Indirect Speech

- | | |
|----------------------------|-----------------------------------|
| - the day before yesterday | - the day before the previous day |
| - last week, year etc. | - the previous week, year etc. |
| - next week, year etc. | - the following week, year etc. |

Alright students, in this lesson you have learnt about direct and indirect speech, difference between reported speech and reporting verb and how to change direct speech into indirect speech by making changes of tenses, pronouns and time adverbials.

Students we will continue with this chapter in our next lesson.

- Students on the basis of your understanding of the topic you are required to do exercises A, B, given in your language book page no-102, 103 as a part of your home assignments.
- Students answers to the home assignments will be given to you in the answer key on Thursday.

Thank you

— last page —