

## CÂU TRỰC TIẾP – CÂU GIÁN TIẾP

**1. Remember:**-Khi chuyển từ một lời nói trực tiếp sang gián tiếp chúng ta cần lưu ý một số vấn đề sau:

a. Nếu động từ tường thuật chia ở thì hiện tại thì chúng ta giữ nguyên thì của động từ chính, còn nếu động từ tường thuật chia ở thì quá khứ thì chúng ta chuyển động từ chính sang thì quá khứ tương ứng.

Eg: Hoa says, "I want to go home".

Động từ TT-V chính

Hoa says she wants to go home.

-He says, "I am going to Hanoi next week".

He says he is going to HN next week

b. Nếu động từ tường thuật của câu ở thì quá khứ, không thể hiện thì của động từ chính và chủ ngữ thì chúng ta chuyển động từ chính sang thì quá khứ tương ứng theo quy tắc sau:

## 2/ Quy tắc lùi thời. Tenses:

Direct Speech	Indirect Speech ( Reported)
1/ Simple present He explained "I never eat meat". 2/ Present continuous He said "I'm waiting for Ann". 3/ Present perfect He said "I have found a flat". 4/ Present perfect continuous. He said "I have been drinking milk". 5/ Simple past. She said "I took it home with me". 6/ Past continuous. He said "I was reading a book". 7/ Simple future. He said "I shall be in Paris on Monday". 8/ Modal verbs. Must Must not + V Can Could May Will/shall	1/ Simple past He explained he never ate meat. 2/ Past continuous He said that he was waiting for Ann. 3/ Past perfect. He said he had found a flat. 4/ Past perfect continuous. He said he had been drinking milk. 5/ Past perfect. She said she had taken it home with her. 6/ Past perfect continuous. He said he had been reading a book. 7/ Future in the past. He said he would be in Paris on Monday. 8/ Had to Was not to/ were not to + V Could/ be able to Would be able to Might would/should

### 3/ Qui tắc thay đổi trạng từ chỉ thời gian và nơi chốn cũng như đại từ chỉ định

Direct Speech	Indirect Speech ( Reported)
This	That
These	Those
this/that + N	the + N
Here	There
Now	Then
Today/Tonight	That day/That night
Yesterday	The day before/the previous day
The day before yesterday	Two days before
Tomorrow	The next day/ the following day
The day after tomorrow	In two days' time/two days later
Next week/year	The following week/year
Last week/year	The previous week/year
last Tuesday	the previous Tuesday/the Tuesday before
A year ago	A year before/ the previous year

### 4/ Qui tắc thay đổi đại từ, tính từ

Direct Speech	Indirect Speech ( Reported)
I	He/ she
You	He/ she/ they
We	They/ you
Me	Him/ her
Us	Them
My	His/ her/ your
Our	Their
Your	His/ her/ my

## II. Supplement knowledge

### 5/ Hệ thống các loại câu trực tiếp sang gián tiếp.

Loại câu	Direct Speech	Indirect Speech ( Reported)
<b>Statements (câu kể)</b>	S + said(that) + S + V told(that) Eg: He said “I go to school early”	S + said that + S + V- ed (lùi thời) He said that he went to school early.
<b>Imperatives. (Trường thuật câu mệnh lệnh)</b>	Eg 1: The teacher said “Open your books, please”  Eg 2: “John, please don’t tell anyone my new adress” said Mary	asked told S + ordered + O + to/not to + V commanded The teacher asked her students to open their books. Mary told John not to tell anyone her new dress.
<b>Yes/ No questions</b>	Auxiliary + S + V?  Eg 1: “Are you a student?”.  Eg 2: “Did you see this film?”.	S + asked + O + if/whether + S + V (lùi thời). He asked me if/whether I was a student.  He asked me if/whether I had seen that film.
<b>WH- questions</b>	WH + auxiliary + S + V?.  Eg: “Where have you gone?”.	S + asked + O + WH + S + V(lùi thời).  He asked me where I had gone.

### 6/ Cách chuyển câu điều kiện sang lời nói gián tiếp.

- Conditional type 1: change into conditional type 2.
- Conditional type 2: unchange or can change into conditional type 3.
- Conditional type 3: unchange.

. Eg.He said,”If I have much money,I’ll travel around the world.”

☐ He said (that)If he had much money ,he would travel around the world.

2.Điều kiện không có thật/giả sử:Chúng ta giữ nguyên,không đổi.

Eg.”If I had two wings,I would fly everywhere”,he said

☐ He said If he had two wings,he would fly everywhere.

## B.Exercises:

**Exercise 1: Rewrite following sentences so that the meaning stay the same.**

1. "If I were you, I wouldn't buy this car"  
□ He advised.....
2. "Shall I carry your suitcase, Lan?" said Nam  
--Nam offered.....
3. "Yes, all right, I'll share the food with you, Dave."  
Ann agreed.....
4. "Sue, can you remember to buy some bread?"  
□ Paul reminded.....
5. "Don't touch anything in this room", the man said to the children.  
The man ordered.....
6. "I must go home to make the dinner", said Mary  
Mary.....
7. "Are you going to Ho Chi Minh City next week?" Tom asked me.  
Tom asked.....
8. "Have you finished your homework?" Mom asked.  
Mom asked if.....
9. She said to me: "I can't do it by myself"

She told me that.....

10. "Does your brother live in London, Nam?" Lan asked.

Lan wanted to know if.....

11. "Don't repeat this mistake again," his father warned him.

His father warned him.....

12. "Give me a smile," The photographer said to me

The.....

13. "Don't leave these book on the table", the librarian said to the students

□ The librarian told the students.....

14. Have you travelled abroad much?" he asked me.

□ He.....

15. "Who has written this note?" the boss asked the secretar

□ The boss asked.....

16. "I have just received a postcard from my sister," my friend said to me.

My friend told me.....

17. "This story happened long ago" he said

□ He said.....

## Exercise 2

1 "Don't repeat this mistake again!" the instructor warned the sports-man.

2 "Leave your address with the secretary," the assistant said to me.

3 "Phone to me for an answer tomorrow" the manager said to the client.

4 "Don't be so silly," the father said to the kid.

5 "Give a smile," the photographer said to me.

6 "Please, help me to make a decision," Ann asked her friend.

7 "Don't leave these books on the table, put them back on the shelf," the librarian said to the student.

8 "Be a good girl and sit quietly for five minutes," the nurse said to the child.

9 "Leave your things here," my companion advised me.

10 "Don't discuss this question now," said the chairman to the participants.

## Exercise 3

1 "Will it be safe to stay in the mountains for the night if the weather doesn't change for the better?" we asked the guide.

2 The porter said to me, "I'll wake you up, when the train arrives in Leeds."

3 My wife said to me: "While you are away, I'll do the packing."

.....  
4 "Don't leave until I phone you," he asked me.

.....  
5 "After he leaves hospital, they'll take him to the South," the doctor said.

.....  
6 "They'll wait for the fisherman to return until it gets dark," the local man explained to me.

.....  
7 As soon as I hear from him, I'll let you know," my neighbour said to me.

.....  
8 I'll live in town till my husband returns from the expedition and when he returns, we'll go to the seaside together," she said.

.....  
9 The mother said to her son, "Sit still, please."

.....  
10 John said to his friend, "Come and spend a week with us."

.....  
**Exercise 4**

1 "Have you travelled abroad much?" he asked me.

.....  
2 "Who has written this note?" the boss asked the secretary.

.....  
3 "I've just received a postcard from my sister," my friend said to me.

.....  
4 "The students also took part in arranging the conference," the chairman said.

.....  
5 "Have you been here long?" the stranger asked me.

.....  
6 "Did you really see this happen with your own eyes?" the policeman asked the boy.

.....  
7 "I hope they will have taken a decision by the end of the meeting," she remarked.

.....  
8 "Did you watch the detective film on TV yesterday?" he asked her.

.....  
9 "This story happened long ago," he said, "and few people remember anything about it."

.....  
10 "I haven't read so interesting a book since I don't remember when," she said.

.....  
**Exercise 5**

1. Tom said to the girl: "When did you have this picture taken?"

2 "Shall we go somewhere for a cup of coffee after class?" Tom said.

3 John said to Mary, "Why don't you wear your hair a little longer."

4 "Would you like another cup of tea?" the landlady said to the guest.

5 My sister said to me, "What about going to see Aunt Mary on Sunday?"

6 She asked me, "Have you ever seen a flying saucer?"

7 James said: "Do you want me to type this letter for you?"

8 Alfred said to John, "I didn't use your cassette player! Someone else did, not me."

9 Father said, "I was the superintendent while this school was being built."

10 The woman said, "If I had a gas stove, it would save me a lot of time."

### Exercise 6

1 Jane said to Bill, "When do you expect to finish your assignment?"

2 The man said to the boy: "Can you show me the way to the bank?"

3 Fred asked the postman: "Are there any letters for me today?"

4 Henry said to the librarian, "How many books can I borrow at a time?"

5 John asked his friend, "How did you manage to know my phone number?"

6 "These old buildings might have already disappeared by the time I am back next year?" he said

7 The boys said to the old woman: "What can we do to help you?"

8 The guests said to the doorman: "Where should we leave our coats?"

9 Tom asked his brother: "Why did you advise them to go sight-seeing on foot?"

10 I asked the children: "Who took away the magazines from my desk?"

### Exercise 7

1 Rose said, "I was just leaving the office when I came face to face with a stranger."

2 Ann asked her brother, "Do you expect to be admitted to the university?"

3 Richard asked Jane, "What are you planning to do tomorrow?"

4 She asked her boy friend "Is it true that your father fought in the last war?"

5 Jane said to me, "Where have you been all this time?"

6 Mary said to her husband, "Did you see my handbag anywhere?"

7 The inspector said to the woman, "What were you doing at 7 o'clock yesterday evening?"

8 The passenger said to the taxi-driver: "Hurry up!" and he added "I must be at the station on time."

9 Tom said to himself: "Why I haven't thought of this before?"

10 Father said: "The taxi is coming now. Is everyone ready?"

### Exercise 8

1 Helen said, "I think I'll have to find a better job. I can't make both ends meet."

2 He said to her "Why are you so late? I've been waiting for half an hour already."

3 She said to him: "Don't let them down. I'll be very embarrassed if you go back on your words."

4 She said to her husband: "You'd better not drink too much. You may lose control of the car and have a bad accident."

5 The boy said to his mother: "When shall we have lunch? I'm very hungry."

6 He said, "I don't understand why she has refused to join us on the trip."

7 She said to him, "I'm glad you've come. Sit down, please."

8 Mr Brown said to his wife, "I don't feel like going out this evening."

Let's ask the Browns to come over for a chat."

9 "It's raining too hard to go out. We'd better stay home tonight and watch TV instead." John said.

10 "Could you ring up the station and find out when the train comes in?" said Tom to me.

### Exercise 9

1 "Be careful. Don't go too near the edge of the cliff," she said to the boys.

.....  
2 "Please, please come to help me with the assignment," my friend said to me.

.....  
3 "I wouldn't buy that sort of raincoat if I were you," my friend said to me.

.....  
4 "Would you mind moving your bicycle?" said the janitor. "It's in the way."

.....  
5 "Could I take out another book, please," I said to the librarian.

.....  
6 "Remember to leave the window open when you're using the gas stove," my mother said to me.

.....  
7 "Wear your school badge or they won't let you into the classroom." my teacher said to me.

.....  
8 "Would you like to come over to my house for a slide show?" my friend said to me.

.....  
9 "Show me your driver's licence, will you?" the policeman said to the drunken driver.

.....  
10 "Do come again next weekend," the host said to the visitor.  
.....

**KEY: 1**

- 1.He advised me not to buy that car.
- 2.Nam offered to carry Lan's suitcase.
- 3.Ann agreed to share the food with Dave.
- 4.Paul reminded Sue to buy some bread.
- 5.The man ordered the children not to touch anything in that room.
- 6.Mary said that she had to go home to make the dinner.



- 7.Tom asked me if/whether I was going to Ho Chi Minh City the next week/the following week.
- 8.Mom asked if I had finished my homework.
- 9.She told me that she couldn't do it by herself.
- 10.Lan wanted to know if Nam's brother lived in London.
- 11.His father warned him not to repeat that mistake again.
- 12.The photographer told me to give a smile.
13. The librarian told the student not to leave those books on the table.
- 14.He asked me if I had travelled abroad much.
- 15.The boss asked the secretaty who had written that note.
- 16.My friend told me she had just received a postcast from his sister.
- 17.He said that story had happened long before

**KEY: 2**

- 1.The insructor warned the sportsman not to repeat that mistake again.
- 2.The assistant told me to leave the address with the secretary.
- 3.The manager asked the client to phone to him for an answer the next day/the following day.
- 4.The father told the kid not to be so silly.
- 5.The photographer told me to give a smile.
- 6.Ann asked/begged her friend to help her make a decision.
- 7.The librarian told the student not to leave those books on the table,but to put them back on the shelf.
- 8.The nurse told the child to be a good girl and to sit quietly for five minutes.
- 9.My companion advised me to leave my things there.
- 10.The chairman asked the participants not to discuss that question at the moment.

**KEY: 3**

- 1.We asked the guide if it would be safe to stay in the mountains for the night if the weather didn't changed for the better.
- 2.The porter told me he would wake me up when the train arrived in Leeds.
- 3.My wife told me that she would do the packing while I was away.
- 4.He told me not to leave until he phoned me.
- 5.The doctor said that after he left hospital they would take him to the South.
- 6.The local man explained to me that they would wait for the fisherman to return until it got dark.
- 7.My neighbour told me she would let me know as soon as she heard from him./
- My neighbour promised to let me know as soon as she heard from him.
- 8.She said that she would live in town untilher husband returned from the expedition and that when he returned,they would go to the seaside together.
- 9.The mother told her son to sit still.
- 10.John asked/told his friend to come and spend a week with him

**KEY:4**

- 1.He asked me if I had travelled abroad much.
- 2.The boss asked the secretary who had written that note.
- 3.My friend told me she had just received a postcard from his sister.
- 4.The chairman said that the students had also taken part in arranging the conference.
- 5.The stranger asked me if I had been there long.
- 6.The policeman asked the boy if he had really seen that happen with his own eyes.
- 7.She remarked that she hoped they would have taken a decision by the end of the meeting.
- 8.He asked her if she had watched the detective film on Tvthe day before/the previous day.
- 9.He said that story had happened long before and that few people remembered anything about it.
- 10.She said that she hadn't read so interesting a book since she didn't remember when.

**KEY:5**

- 1.Tom asked the girl when she had had the picture taken.
- 2.Tom suggested going somewhere for a cup of coffee after class.
- 3.John suggested that Mary should wear her hair a little longer.
- 4.The landlady invited the guest to have another cup of tea.

5. My sister suggested us going to see Aunt Marry on the Sunday.
6. She asked me if I had ever seen a flying saucer.
7. James offered to type the letter for me.
8. Alfred denied using/having used John's cassette player and said that someone else did.
9. Father said he had been the superintendent while that school was being built.
10. The woman said that if she had a gas stove it would save her a lot of time.

**KEY:6**

1. Jane asked Bill when he expected to finish his assignment.
2. The man asked the boy if he could show him the way to the bank.
3. Fred asked the postman if there were any letters for him that day.
4. Henry asked the librarian how many books he could borrow at a time.
5. John asked his friend how he had managed to know his phone number.
6. He said those old buildings might have already disappeared by the time he was back the following year.
7. The boys asked the old woman what they could do to help her.
8. The guests asked the doorman where they should leave their coats.
9. Tom asked his brother why he had advised them to go sight-seeing on foot.
10. I asked the children who had taken away the magazines from my desk.

**KEY:7**

1. Jose said she was just leaving the office when she came face to face with a stranger.
2. Ann asked her brother if he expected to be admitted to the university.
3. Richard asked Jane what she was planning to do the next day.
4. She asked her boy friend if it was true that his father had fought in the last war.
5. Jane asked me where I had been all that time.
6. Mary asked her husband if he had seen her handbag anywhere.
7. The inspector asked the woman what she had been doing at 7 o'clock the previous evening.
8. The passenger told the taxi-driver to hurry up and added that he had to be at the station on time.
9. Tom wondered why he hadn't thought of that before.
10. Father said that the taxi was coming then and asked if everyone was ready.

**KEY:8**

1. Helen said that she thought she would have to find a better job because she couldn't make both ends meet.
2. He asked her why she was so late; he had been waiting for half an hour already.
3. She told/advised him not to let them down and added that she would be very embarrassed if he went back on his words.
4. She advised her husband not to drink too much. He might lose control of the car and have a bad accident.
5. The boy asked his mother when they would have lunch and said he was very hungry.
6. He said he didn't understand why she had refused to join them on the trip.
7. She told him she was very glad he had come and invited him to sit down.
8. Mr Brown told his wife he didn't feel like going out that evening and suggested asking the Browns to come over for a chat.
9. John said it was raining too hard to go out and suggested that they should stay at home and watch TV instead.
10. Tom asked me to ring up the station to find out when the train came in.

**KEY:9**

1. She warned the boys to be careful and not to go too near the edge of the cliff.
2. My friend begged me to come to help him with the assignment.
3. My friend said he wouldn't buy that sort of raincoat if he was me/  
-My friend advised me not to buy that sort of raincoat.
4. The janitor asked me to move my bicycle because it was in the way/The janitor asked me if I would mind moving my bicycle because it was in the way.
5. I asked the librarian if I could take out another book OR I asked the librarian for another book.
6. My mother reminded me to leave the window open when I was using the gas stove.
7. My teacher advised me to wear my school badge or they wouldn't let me into the classroom.

8. My friend invited me to come over to his house for a slide show.  
 9. The policeman ordered the drunken driver to show him his driver's licence.  
 10. The host invited the visitor to come again the following weekend.

## 2/ Quy tắc lùi thời.

Direct Speech	Indirect Speech ( Reported)
1/ Simple present He explained "I never eat meat". 2/ Present continuous He said "I'm waiting for Ann". 3/ Present perfect He said "I have found a flat". 4/ Present perfect continuous. He said "I have been drinking milk". 5/ Simple past. She said "I took it home with me". 6/ Past continuous. He said "I was reading a book". 7/ Simple future. He said "I shall be in Paris on Monday". 8/ Modal verbs.	1/ Simple past He explained he never ate meat. 2/ Past continuous He said that he was waiting for Ann. 3/ Past perfect. He said he had found a flat. 4/ Past perfect continuous. He said he had been drinking milk. 5/ Past perfect. She said she had taken it home with her. 6/ Past perfect continuous. He said he had been reading a book. 7/ Future in the past. He said he would be in Paris on Monday.

Must	8/
Must not + V	Had to
Can	Was not to/ were not to + V
Could	Could/ be able to
May	Would be able to
	Might

### 3/ Qui tắc thay đổi trạng từ.

Direct Speech	Indirect Speech ( Reported)
This	That
These	Those
Here	There
Now	Then
Today	That day
Yesterday	The day before
The day before yesterday	Two days before
Tomorrow	The next day/ the following day
The day after tomorrow	In two days' time
Next week/year	The following week/year
Last week/year	The previous week/year
A year ago	A year before/ the previous year

### 4/ Qui tắc thay đổi đại từ, tính từ

Direct Speech	Indirect Speech ( Reported)
I	He/ she
You	He/ she/ they
We	They/ you
Me	Him/ her
Us	Them
My	His/ her/ your
Our	Their
Your	His/ her/ my

## II. Supplement knowledge

### 5/ Hệ thống các loại câu trực tiếp sang gián tiếp.

Loại câu	Direct Speech	Indirect Speech ( Reported)
Statements	S + said(that) + S + V told(that) Eg: He said "I go to school early"	S + said that + S + V- ed (lùi thời)  He said that he went to school early.

Loại câu	Direct Speech	Indirect Speech ( Reported)
<b>Imperatives</b>	Eg 1: The teacher said “Open your books, please”  Eg 2: “John, please don’t tell anyone my new adress” said Mary	asked told S + ordered + O + to/not to + V commanded The teacher asked her students to open their books. Mary told John not to tell anyone her new dress.
<b>Yes/ No questions</b>	Auxiliary + S + V?  Eg 1: “Are you a student?”.  Eg 2: “Did you see this film?”.	S + asked + O + if/whether + S + V (lùi thời). He asked me if/whether I was a student.  He asked me if/whether I had seen that film.
<b>WH- questions</b>	WH + auxiliary + S + V?.  Eg: “Where have you gone?”.	S + asked + O + WH + S + V(lùi thời).  He asked me where I had gone.

#### 6/ Cách chuyển câu điều kiện sang lời nói gián tiếp.

- Conditional type 1: change into conditional type 2.
- Conditional type 2: unchange or can change into conditional type 3.
- Conditional type 3: unchange.

### Futher practice.

#### I. Statements

**Exercise 1:** *Change the following sentences into reported speech.*

1/ “What is the name of your school?” Lan asked Long:

.....

2/ “Can you use a computer?” He asked me.

.....

3/ “When did your school vacation start?” Peter asked Mary

.....

4/ Mai said “I’m having a wonderful time here.”

.....

5/ “Can you move the furniture out?” I asked her.

.....

6/ “How far is it from your house to school?” She asked me.

.....  
7. "Don't come back before one o'clock" My brother advised me  
.....

8/ "There's been an accident and the road is blocked", said the policeman.  
.....

9/ John said to his mother "I don't know how to do this exercise"  
.....

10/ Paul said "I must go home now"  
.....

11/ The children said "We are waiting for the school bus"  
.....

12/ Mary said "My father died a year ago".  
.....

13/ "It isn't so foggy today as it was yesterday", said the teacher.  
.....

14/ Tom said "New York is bigger than London".  
.....

15/ John said "I have finished studying my lesson".  
.....

16/ Mary said "I can not go to the movies with you, John".  
.....

17/ "When we've finished this game we'll have supper". They said to me.  
.....

18/ He said to her "You are my friend".  
.....

**Exercise 2: Rewrite the following sentences using reported speech.**

1. "I will call you when I get home," she said.  
.....

2. "I'm going to learn to drive."  
.....

3. "John has given up his job."  
.....

4 "I can't come to the party on Friday."  
.....

5. "I want to go away for a holiday but I don't know where to go."  
.....

**Yes/ No questions and WH- questions**

1. "What's the time?" he asked.

→ He wanted to know .....

2. "When will we meet again?" she asked me.

→ She asked me .....

3. "Are you crazy?" she asked him.

→ She asked him .....

4. "Where did they live?" he asked.

→ He wanted to know .....

5. "Will you be at the party?" he asked our.

→ He asked our .....

6. "Can you meet me at the station?" she asked me.

→ She asked me .....

7. "Who knows the answer?" the teacher asked.

→ The teacher wanted to know .....

8. "Did you go to school yesterday?"

→ Hung asked Lan.....

9. My friend said: "Will you read this book next week?"

→ My friend asked them.....

10. The doctor said: "Who have you visited?"

→ The doctor asked Lisa.....

### . Imperatives

1. "Stop talking, Joe," the teacher said. → The teacher told Joe .....

2. "Be patient," she said to him. → She told him .....

3. "Go to your room," her father said to her. → Her father told her .....

4. "Hurry up," she said to us. → She told us .....

5. "Give me the key," he told her. → He asked her .....

6. "Don't touch it," she said to him. → She told him .....

7. "Don't do that again," he said to me. → He told me .....

8. "Don't talk to me like that," he said. → He told her .....

9. "Don't repair the computer yourself," she warned him. → She warned him .....

10. "Don't let him in," she said. → She told me .....

### Exercise 3: Complete the following sentences beginning with the given words or phrases.

1/ Tom said "Where are you spending your holiday?"

Tom asked me .....

2/ Mary said "John, please don't tell anyone my new address"

Mary told John.....

3/ "Can I have a new bike?" said Ann to her mother.

Ann asked her mother.....

4/ "Nancy was one of the best students in my class" said Susan to the reporter

Susan told the reporter that.....

5/ "How many students were there in your class last year?" said the teacher to his students.

The teacher asked us.....

6/ "Who put salt in my coffee?" he asked

- He asked.....
- 7/ I asked Bill "What time did you go to bed last night?"  
I asked Bill.....
- 8/ "Whose bicycle did you borrow yesterday?" his mother asked him.  
His mother asked him.....
- 9/ He asked me "Why didn't you come to class yesterday?"  
He asked me.....
- 10/ The teacher asked "Which book are you taking, John?"  
The teacher asked John.....
- 11/ "Would you like to have a cup of tea with me? Mai said.  
Mai invited me .....
- 12/ "Cook it in butter" Mrs Brown said to her daughter  
Mrs Brown told her daughter .....
- 13/ My friend said "Are you going to leave tomorrow?"  
My friend asked me .....
- 14/ "Have you done your homework?" said my mother  
My mother asked me.....
- 15/ "Did you phone me yesterday? Tom asked Mary.  
Tom asked Mary.....
- 16/ "Must you go now?" said Mr Brown.  
Mr Brown asked me.....
- 17/ I asked the policeman "Do you know how far it is to the station?"  
I asked the policeman.....
- 18/ Mary said to me "I can't help you because I have too much to do"  
Mary said to me .....
- 19/ Linh said to me "If you had asked me, I would have lent you my dictionary"  
Linh told me .....
- 20/ Susan said to Peter "It was nice of you to visit me. Thank you"  
Susan thanked Peter .....

### *The key*

1. ☐ She said she would call me when she got home.
2. ☐ John said that he was going to learn to drive
3. ☐ He said he had given his job.
4. ☐ Lan told me that she couldn't come to the party on Friday.
5. ☐ Ha said that she wanted to go for a holiday but she didn't know where to go

### **Key to Exercise 2**

- 1/ Lan asked Long what was the name of his school.
- 2/ He asked me if I could use a computer.
- 3/ Peter asked Mary when her school vacation had started.
- 4/ Mai said she was having a wonderful time there.



- 5/ I asked her if she could move the furniture out.
- 6/ She asked me how far it was from my house to school.
- 7/ My brother advised me not to come back before one o'clock.
- 8/ The policeman said that there had been an accident and the road was blocked.
- 9/ John said to his mother he didn't know how to do that exercise.
- 10/ Paul said that he had to go home then
- 11/ The children said that they were waiting for the school bus.
- 12/ Mary said that her father had died a year before.
- 13/ The teacher said that it wasn't so foggy that day as it had been the day before
- 14/ Tom said that New York was bigger than London
- 15/ John said that he had finished studying his lesson
- 16/ Mary said to John she couldn't go to the movies with him.
- 17/ They said to me when they had finished that game they would have supper
- 18/ He said to her she was his friend

**Key to Exercise 3**

- 1/ Tom asked me where I was spending my holiday
- 2/ Mary told John not to tell anyone her new address.
- 3/ Ann asked her mother if she could have a new bike
- 4/ Susan told the reporter that Nancy had been one of the best students in her class
- 5/ The teacher asked us how many students there had been in our class the previous year
- 6/ He asked who had put salt in his coffee
- 7/ I asked Bill what time he had gone to bed the previous night
- 8/ His mother asked him whose bicycle he had borrowed the day before
- 9/ He asked me why I hadn't come to class the day before
- 10/ The teacher asked John which book he was taking
- 11/ Mai invited me to have a cup of tea with her.
- 12/ Mrs Brown told her daughter to cook it in butter.
- 13/ My friend asked me if I was going to leave the next day
- 14/ My mother asked me if I had done my homework
- 15/ Tom asked Mary if she had phoned him the day before
- 16/ Mr Brown asked me if I had to go then
- 17/ I asked the policeman if he knew how far it was to the station
- 18/ Mary said to me she couldn't help me because she had too much to do
- 19/ Linh told me if I had asked her, she would have lent me her dictionary.
- 20/ Susan thanked Peter for visiting her.