DIRECT TO REPORTED SPEECH

1.- WRITE THE ACTUAL CONVERSATION BETWEEN JOHN AND A POLICEMAN. HE HAS BEEN STOPPED FOR PASSING THE SPEED LIMIT.

John: First he asked me to park my car along the white line. Then he told me I had passed the speed limit and that he would have to ask me a few questions. He wanted to know my name and address so I told him. Next he asked me why I was not wearing a seatbelt. I answered that I had forgotten. Afterwards he asked me if I was aware that I had a flat tyre. I replied I wasn't. After that he asked me to take my car to the nearest service station. I complained because it was very late at night and I didn't know the place very well. He said he could show me and he threatened that if I didn't he would have to arrest me. Finally, I agreed and apologized for driving so fast.

2.- READ THE STORY BELOW AND THEN WRITE IT AS A CONVERSATION BETWEEN JACK BENSON AND THE ASSISTANT MANAGER.

When Jack Benson got up the next morning, he went downstairs to the reception desk and asked to speak to the manager. The assistant manager came out of his office, introduced himself, and asked what he could do for Mr Benson. Jack replied that he wanted to complain about the noise outside his bedroom door during the night: it had lasted for two hours and had interrupted his sleep.
The assistant manager apologized for the noise, and explained that the hotel had had to do some maintenance work on the lift. Jack suggested that maintenance work should be done in the morning, but definitely not at night. The assistant manager agreed that this was rather unusual, and apologised again. He offered alternative accommodation in the hotel, but Jack refused this, saying that he would be happy if the noise didn't happen again.