

UNIT
44Reporting statements (1): **that**-clauses

A

When we report statements, we often use a *that*-clause in the *reported clause* (see Unit 43):

- He **said (that)** he was enjoying his work.
- My husband **mentioned (that)** he'd seen you the other day.
- The members of the Security Council **warned that** further action may be taken.

B

After the more common reporting verbs such as **agree, mention, notice, promise, say, think**, we often leave out **that**, particularly in informal speech. However, it is less likely to be left out after less common reporting verbs such as **complain, confide, deny, grumble, speculate, warn**; and also in formal writing; and after the verbs **answer, argue, reply**. We are also more likely to include it if the *that*-clause doesn't immediately follow the verb. Compare:

- She **agreed (that)** it would be safer to buy a car than a motorbike. *and*
- She **agreed with her parents and brothers that** it would be safer to buy a car than a motorbike. (*rather than ...and brothers it would be safer...*)

C

Some reporting verbs which are followed by a *that*-clause have an alternative with an **object + to-infinitive** (often *to be*), although the alternatives are often rather formal. Compare:

- I **felt that the results** were satisfactory. *or* • I **felt the results to be** satisfactory.
- They **declared that the vote** was invalid. *or* • They **declared the vote to be** invalid.

Other verbs like this include **acknowledge, assume, believe, consider, expect, find, presume, report, think, understand**.

D

Study the following sentence:

- I **notified the bank that** I had changed my address.

If we use a *that*-clause after the verb **notify**, then we must use an **object** ('the bank') between the verb and the *that*-clause, and this object can't be a prepositional object (see E below). So we can't say 'I notified that I ...' or 'I notified to the bank that I ...'

Other verbs like this include **assure, convince, inform, persuade, reassure, remind, tell**.

With **advise, promise, show, teach, and warn**, we sometimes put an object before a *that*-clause:

- They **promised (me) that** they would come to the party.
- A recent survey **has shown (us) that** Spain is the favourite destination for British holiday makers.

E

Study the following sentences:

- She **admitted (to me) that** she was seriously ill.
- We **agreed (with Susan) that** the information should go no further.
- I **begged (of him) that** he should reconsider his decision. (Very formal; less formal would be 'I begged him to reconsider his decision.')

After **admit, agree** and **beg** we can use a *that*-clause with or without an object ('me', 'Susan', 'him') before the *that*-clause. However, if we *do* include an object, we put a preposition before it ('to', 'with', 'of'). This object is sometimes called a *prepositional object*.

Verbs with to + prepositional object: admit, announce, complain, confess, explain, indicate, mention, point out, propose, recommend, report, say, suggest

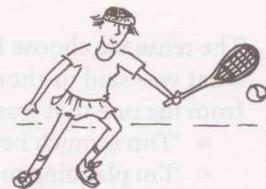
Verbs with with + prepositional object: agree, argue, check, confirm, disagree, plead

Verbs with of + prepositional object: ask, beg, demand, require

EXERCISES

44.1 If possible, rewrite these sentences with a **that**-clause, as in 1. If it is not possible to rewrite the sentence in this way, put a **X**. (C)

- 1 I understood the findings to be preliminary.
I understood *that* the findings were (or are) preliminary.
- 2 My French teacher encouraged me to spend time in France.
- 3 They believed the mine to contain huge deposits of gold.
- 4 They wanted us to pay now.
- 5 Most people consider her to be the best tennis player in the world today.



44.2 Underline the correct verb. If both are possible, underline them both. (D)

- 1 She reassured/promised that she would pick me up at 5.00.
- 2 Sue reminded/warned me that it was Tim's birthday in two days' time.
- 3 My doctor advised/told that I should cut down on cakes and biscuits.
- 4 My neighbour informed/told me that there was a crack in the wall of my house.
- 5 Amy warned/told that I should be more careful.
- 6 The experience convinced/taught me that I needed to practise the violin more.
- 7 Bob convinced/advised that I should take a holiday.

44.3 Complete the sentences with one of the verbs in **E** opposite and of, to, or with. In most cases more than one verb is possible. (E)

- 1 Liz suggested to us that we should come after lunch.
- 2 I Ann that we were free on Thursday evening.
- 3 The college its students that they attend for five days a week.
- 4 She me that she would be home late.
- 5 Tim me that we should spend the money on books for the school.
- 6 The general us that he had made serious mistakes in the battle.
- 7 It is all staff that they should be at work by 8.30.
- 8 Miss Walsh them that her decision was final.

44.4 If necessary, correct or make improvements to these sentences. If no changes are needed, put a ✓. (B, D & E)

- 1 He complained to the police his neighbours were noisy.
- 2 I thought I'd bought some biscuits, but I can't find them in the cupboard.
- 3 When the telephone rang, it reminded that I had promised to contact Sam today.
- 4 The teacher explained us that the exam would be different this year.
- 5 The shop assured me that the freezer would be delivered tomorrow.
- 6 I was able to persuade that we should go on holiday to Italy rather than Scotland.
- 7 The authorities warned the building was unsafe.
- 8 The old man got up and pleaded the soldiers that the village should be left in peace.
- 9 She reassured to her parents that she had no plans to leave university.

UNIT
45Reporting statements (2): verb tense in *that*-clauses

A

The tense we choose for a *that*-clause is one that is appropriate *at the time that we are reporting* what was said or thought. This means that we sometimes use a different tense in the *that*-clause from the one that was used in the original statement:

- 'Tim is much better.' → She said that Tim **was** much better.
- 'I'm planning to buy a new car.' → Ian told me that he **was planning** to buy a new car.
- 'I've never worked so hard before.' → Our decorator remarked that he **had** never worked so hard before.

See Unit 46 for the choice of tense in the *reporting clause*.

B

When the situation described in the *that*-clause is a PERMANENT SITUATION, or still exists or is relevant at the time we are reporting it then we use a present tense (or present perfect) if we also use a present tense for the verb in the *reporting clause*:

- Dr Weir **thinks** that he **spends** about 5 minutes on a typical consultation with a patient. (*not ...spent about...*)
- Australian scientists **claim** that they **have developed** a way of producing more accurate weather forecasts. (*not ...they developed...*)
- Jill **says** that Colin **has been found** safe and well. (*not ...had been found...*)

However, when we use a past tense in the *reporting clause* we can use either a present or past tense (or present perfect or past perfect) in the *that*-clause:

- She **argued** that Carl **is/was** the best person for the job.
- He **said** that he **is/was** living in Oslo.
- I **told** Rosa that I **don't/didn't** like going to parties.
- They **noted** that the rate of inflation **has/had** slowed down.

Choosing a present tense (or present perfect) in the *that*-clause emphasises that the situation being reported still exists or is still relevant when we report it.

If we want to show we are not sure that what we are reporting is necessarily true, or that a situation may not still exist now, we prefer a *past* rather than a present tense:

- Sarah told me that she **has** two houses. (= might suggest that this is the case)
- Sarah told me that she **had** two houses. (= might suggest either that this is perhaps not true, or that she once had two houses but doesn't have two houses now)

C

When the situation described in the *that*-clause *is in the past* when we are reporting it, we use a past tense (simple past, past continuous, etc.):

- 'I don't want anything to eat.' → Mark said that he **didn't want** anything to eat.
- 'I'm leaving!' → Bob announced that he **was leaving**.
- 'The problem is being dealt with by the manager.' → She told me that the problem **was being dealt with** by the manager.

D

When the situation described in the *that*-clause *was already in the past* when it was spoken about originally, we usually use the past perfect to report it, although the past simple can often be used instead:

- 'I learnt how to eat with chopsticks when I was in Hong Kong.' → Mary said that she **had learnt/learned** how to eat with chopsticks when she was in Hong Kong.
- 'I posted the card yesterday.' → She reassured me that she **had posted/posted** the card.
- 'I've seen the film before.' → She told me that she **had seen** the film before.
- 'I've been spending a lot more time with my children.' → He mentioned that he **had been spending** a lot more time with his children.

EXERCISES

45.1 Underline the more likely verb. If both are possible, underline both. (B)

- 1 Jim says that he goes/went to Majorca every Easter.
- 2 The President announced that the country is / was at war with its neighbour.
- 3 The researchers estimated that between five and ten people die / died each day from food poisoning.
- 4 The article said that the quality of wine in the north of the country has improved / had improved.
- 5 The study estimates that today's average pedestrian walks / walked at 2.5 miles per hour.
- 6 The company reports that demand for their loudspeakers is growing / was growing rapidly.
- 7 The owners claim that the gallery is / was still as popular as ever.
- 8 He reported to ministers that an agreement with the unions has been reached / had been reached.

45.2 Change the sentences into reported speech. Choose the most appropriate verb from the list, using each verb once only, and choose an appropriate tense for the verb in the *that*-clause. If more than one answer is possible, give them both. (C & D)



alleged announced boasted confessed confirmed moaned protested

- 1 'I knew nothing about the weapons.' → She protested that she knew / had known nothing about the weapons.
- 2 'Oh, I'm too hot!' → She...
- 3 'I've found my keys!' → She...
- 4 'I easily beat everyone else in the race.' → She...
- 5 'The police forced me to confess.' → She...
- 6 'It's true, we're losing.' → She...
- 7 'I must say that at first I was confused by the question.' → She...

45.3 Jim Barnes and Bill Nokes have been interviewed by the police in connection with a robbery last week. Study the verb tenses in *that*-clauses in these extracts from the interview reports. Correct them if necessary, or put a ✓. Suggest alternatives if possible. (A–D)

1 When I mentioned to Nokes that he had been seen in a local shop last Monday, he protested that he is at home all day. He swears that he didn't own a blue Ford Escort. He claimed that he had been to the paint factory two weeks ago to look for work. Nokes alleges that he is a good friend of Jim Barnes. He insisted that he didn't telephone Barnes last Monday morning. When I pointed out to Nokes that a large quantity of paint had been found in his house, he replied that he is storing it for a friend.

2 At the beginning of the interview I reminded Barnes that he is entitled to have a solicitor present. He denies that he knew anyone by the name of Bill Nokes. Barnes confirmed that he had been in the vicinity of the paint factory last Monday, but said that he is visiting his mother. He admitted that he is walking along New Street at around 10.00. He maintains that he was innocent.

UNIT
46

Reporting statements (3): verb tense in the reporting clause; say and tell; etc.

A Verb tense in the reporting clause

When we report something that was said or thought in the past, the verb in the *reporting* clause (see Unit 43 and Unit 45B) is often in a **past tense**:

- Just before her wedding, she **revealed** that she had been married before.
- I **explained** that my paintings were not for sale.

However, when we report current news, opinions, etc. we can use a **present tense** for the verb in the *reporting* clause. In some cases, either a **present tense** or **past tense** is possible:

- The teacher **says** that about 10 children need special help with reading. (or ...**said**...)

However, we prefer a present rather than a past tense to report information that we have heard, but don't know whether it is true or not:

- Ben **tells me** that you're moving back to Greece.
- I **hear** you're unhappy with your job. (See also Unit 2D.)

and also to report a general statement about what people say or think, or what is said by some authority:

- Everyone **says** that it's quite safe to drink the water here.
- Business people all over the country **are telling** the government that interest rates must be cut.
- The law **says** that no-one under the age of 16 can buy a lottery ticket.

B Other changes in reporting statements

Remember that when we report speech in a different context from the one in which it was originally produced, we often need to change pronouns, references to time and place, and words such as **this**, **that**, **these**, as well as verb tense. Here are some examples:

- 'I've played before.' → She told him that **she** had played before.
- 'Jim's arriving later **today**.' → She said that Jim was arriving later **that day**.
- 'I was sure I'd left it **here**.' → He said that he was sure he'd left it **there / on the table**.
- 'I grew **these** carrots **myself**.' → He told me that he had grown **those** carrots **himself**.

C Say and tell

Say and **tell** are the verbs most commonly used to report statements. We use an **object** after **tell**, but not after **say**:

- He **told me** that he was feeling ill. (not ...told that...)
- She **said** that she would be late for the meeting. (not ...said me that...)

However, we can use **to + object** after **say**, but not after **tell**:

- I **said to John** that he had to work harder. (not ...told to John...)

• We can report what topic was talked about using **tell + object + about**:

- She **told me** about her holiday in Finland. (not ...said (me) about...)

D Reporting statements with an *-ing* clause

With the verbs **admit**, **deny**, **mention**, and **report** we can report a statement using an *-ing* clause:

- He **denied hearing** the police warnings. (or He **denied that he (had) heard**...)
- Toni **mentioned meeting** Emma at a conference in Spain. (or Toni **mentioned that she (had) met** Emma...)

EXERCISES

46.1 Underline one or both. (A & Unit 45B)

- 1 At the meeting last week Maureen announced that she *is* / *was* pregnant.
- 2 Scientists often comment that there *are* / *were* no easy solutions in energy conservation.
- 3 The firm warned that future investment *depends* / *depended* on interest rates.
- 4 Everyone I know thinks that Derek *is* / *was* the best person to be club treasurer. I think we should choose him.
- 5 Tony told me that you *are looking* / *were looking* for a new job.
- 6 Most doctors agree that too much strong coffee *is* / *was* bad for you.

46.2 Complete the sentences to report what was said. Use appropriate verb tenses and make other changes you think are necessary. The original statements were all made last week. (A and Unit 45C)

- 1 'John left here an hour ago.' → She told me that John had left (or left) there an hour before. (or previously)
- 2 'Jim's arriving at our house tomorrow.' → She told me...
- 3 'Pam visited us yesterday.' → She told me...
- 4 'I was late for work this morning.' → She told me...
- 5 'I like your coat. I'm looking for one like that myself.' → She told me...



46.3 Complete these sentences with either said or told. (C)

- 1 He that the grass needed cutting.
- 2 We've finally Don's parents that we're getting married.
- 3 My brother to me that she thought I was looking unwell.
- 4 Ann me that you're moving to Canada.
- 5 When David came back, he us all about his holiday.
- 6 On the news, they that there had been a big earthquake in Indonesia.
- 7 Mr Picker to the press that he was selling his company, but I don't believe him.
- 8 My mother me about the time she worked in a chocolate factory.
- 9 They to us that they were going to be a little late.

46.4 Report what was said using the most likely verb and an -ing clause. Use each verb once only. (D)

admitted denied mentioned reported

- 1 'I didn't take the money.' → He...
- 2 'I saw Megan in town.' → He...
- 3 'Yes, I lied to the police.' → He...
- 4 'I saw bright flashing lights in the sky.' → He...

46.5 Look again at the sentences you wrote in 46.4. Rewrite them using a *that*-clause instead of an -ing clause. If alternative tenses are possible in the *that*-clause, indicate them both. (D and Unit 45D)

UNIT
47

Reporting offers, suggestions, orders, intentions, etc.

A Verb + object + to-infinitive clause

When we report offers, suggestions, orders, intentions, promises, requests, etc., we can use a *to-infinitive* clause after the *reporting clause*. Some verbs are followed by an **object + to-infinitive clause**. The object usually refers to the person who the offer, etc., is made to:

- 'You should take the job, Frank.' → She **encouraged Frank to take the job**.
- 'It must be a peaceful demonstration.' → Dr Barker **called on the crowds to demonstrate peacefully**.



Other verbs like this include **advise, ask, command, compel, expect, instruct, invite, order, persuade, recommend, remind, request, tell, urge, warn**.

B Verb + to-infinitive clause

Some verbs cannot be followed by an object before a *to-infinitive* clause:

- 'I'll take you to town.' → She **offered to take me to town**. (*not* She offered me to take...)
- 'The theatre will be built next to the town hall.' → They **propose to build** the theatre next to the town hall. (*not* They propose them to build...)



Other verbs like this include **agree, demand, guarantee, hope, promise, swear, threaten, volunteer, vow**.

Ask is used without an object when we ask someone's permission to allow us to do something:

- I **asked to see** his identification before I let him into the house.

C Verb + that-clause *or* verb + to-infinitive clause

After some verbs we can use a *that-clause* instead of a *to-infinitive* clause:

- He **claimed to be** innocent. *or*
- He **claimed that** he was innocent.



Verbs like this include **agree, demand, expect, guarantee, hope, promise, propose, request, vow**. (See also Unit 48.)

D Verb + that-clause (*not* verb + to-infinitive clause)

After verbs such as **advise, insist, order, say** and **suggest** we use a *that-clause* but not a *to-infinitive* clause. Notice that **advise** and **order** can be used with **object + to-infinitive clause**:

- The team captain **said that** I had to play in goal. (*not* ...said to play...)
- There were cheers when he **suggested that** we went home early. (*not* ...suggested to go...)

However, notice that in informal spoken English we can use **say** with a *to-infinitive* clause:

- Tim **said to put** the box on the table.

E Verb + to-infinitive clause (*not* verb + that-clause)

After some verbs we use a *to-infinitive* but not a *that-clause*:

- Carolyn **intends to return** to Dublin after a year in Canada. (*not* ...intends that...)
- The children **wanted to come** with us to the cinema. (*not* ...wanted that...)



Other verbs like this include **long, offer, plan, refuse, volunteer**.

F

When we report what someone has suggested doing, either what they should do themselves, or what someone else should do, we use a *reporting clause* with **advise, propose, recommend, or suggest** followed by an *-ing* clause:

- The government **proposed closing** a number of primary schools.
- The lecturer **recommended reading** a number of books before the exam.

EXERCISES

47.1 Complete the sentences to report what was said using one of the verbs below and a *to*-infinitive clause. You may need to use a verb more than once. If necessary, add an appropriate object after the verb. (A & B)

ask demand **invite** remind threaten volunteer warn

- 'Would you like to come on a picnic with us?' → He invited me/us to come on a picnic with them.
- 'If you don't give me a pay rise, I'll resign.' → He...
- 'Can I borrow your pencil?' → He...
- 'I must know your decision soon.' → He...
- 'Don't forget to go to the supermarket after work.' → He...
- 'Can you give me a lift to the station?' → He...
- 'Stay away from me!' → He...
- 'If you can't find anyone else, I'll drive you to the airport.' → He...

47.2 Underline the correct verb. If either is possible, underline them both. (C, D & E)

- She promised/volunteered that she would collect the children from school today.
- We offered/suggested that we could meet them at the airport.
- He promised/volunteered to cook dinner tonight.
- He demanded/ordered to have his own key to the building.
- I agreed/offered that I would deliver the parcel for her.
- The teachers said/agreed to meet the student representatives.
- He advised/proposed that the subject of holiday pay should be raised at the next meeting.
- We expected/insisted to receive the machine parts today.
- The Foreign Minister refused/requested that the peace talks should be re-opened.
- The company suggested/promised to create 300 new jobs in the next six months.

I'll deliver the parcel for you.



47.3 Complete the sentences in any appropriate way using a clause beginning with an *-ing* form of a verb. (F)

- To help us prepare for the exam, the teacher suggested reading through our notes.
- Because I was overweight, my doctor advised...
- To raise more money, the government proposed...
- To improve my English pronunciation, the teacher recommended...



47.4 Look again at the sentences you wrote in 47.3. Which one can be rewritten with a *to*-infinitive clause without an object? (A, B & C)

UNIT
48

Should in that-clauses

A

We can sometimes report advice, orders, requests, suggestions, etc. about things that need to be done or are desirable using a *that*-clause with **should + bare infinitive**:

- They have proposed that Jim **should move** to their London office.
- Alice thinks that we **should avoid** driving through the centre of town.
- I suggested that Mr Clarke **should begin** to look for another job.
- It has been agreed that the company **should not raise** its prices.

After **should** we often use **be + past participle** or **be + adjective**:

- They directed that the building **should be pulled down**.
- The report recommends that the land **should not be sold**.
- We urged that the students **should be told** immediately.
- We insist that the money **should be available** to all students in financial difficulties.

B

In formal contexts, particularly in written English, we can often leave out **should** but keep the infinitive. An infinitive used in this way is sometimes called the *subjunctive*.

- They directed that the building **be pulled down**.
- We insist that the money **be available** to all students in financial difficulties.
- It was agreed that the company **not raise** its prices.

In less formal contexts we can use ordinary tenses instead of the *subjunctive*. Compare:

- They recommended that he **should give up** writing.
- They recommended that he **give up** writing. (more formal)
- They recommended that he **gives up** writing. (less formal)

Notice also:

- They recommended that he **gave up** writing. (= he gave it up)

C

Other verbs that are used in a *reporting clause* before a *that*-clause with **should** or the *subjunctive* include **advise, ask, beg, command, demand, instruct, intend, order, request, require, stipulate, warn**. Notice that we can also use *that*-clauses with **should** after *reporting clauses* with nouns related to these verbs:

- The police gave an **order** that all weapons (should) be handed in immediately.
- The weather forecast gave a **warning** that people (should) be prepared for heavy snow.

D

We can use **should** in a *that*-clause when we talk about our own reaction to something we are reporting, particularly after **be + adjective** (e.g. **amazed, anxious, concerned, disappointed, surprised, upset**):

- *I am concerned* that she **should think** I stole the money. *or*
- *I am concerned* that she **thinks** I stole the money. (*not ...that she think I stole...*)

Notice that when we leave out **should** in sentences like this we use an ordinary tense, not an infinitive. There is usually very little difference in meaning between sentences like this with and without **should**. We leave out **should** in less formal contexts.

E

We can also use **should** or sometimes the *subjunctive* in a *that*-clause after **it + be + adjective** such as **crucial, essential, imperative, important, (in)appropriate, (un)necessary, vital**:

- **It is inappropriate** they (*should*) **be given** the award again. (*or ...they are given...*)
- **It is important** that she (*should*) **understand** what her decision means. (*or ...she understands...*)

EXERCISES

- 48.1** During an enquiry into the redevelopment of an old part of a city, the following things were said which became recommendations in the final report. Write the recommendations, using a *that*-clause with *should*, as in 1. (A)
- 1 'There will need to be a redevelopment of the railway station.' We recommend that the railway station should be redeveloped.
 - 2 'The project will have to be allocated public funds. Probably \$10 million.' We suggest that...
 - 3 'I'd like to see a pedestrian precinct established.'
 - 4 'The redevelopment must be completed within five years.'
 - 5 'We want a committee to be set up to monitor progress.'
- 48.2** Expand these notes to report these suggestions, requests, advice, etc. Add one of the following words where ... is written. In most cases, more than one word is possible, but use each word only once. Use a *that*-clause with *should* in your report. (A–D)
- | | | | | |
|----------|------------|-----------|-----------|--------------|
| amazed | anxious | contended | demanded | disappointed |
| proposed | stipulates | suggested | surprised | |
- 1 The law ... / new cars / fitted with seatbelts. The law stipulates that new cars should be fitted with seatbelts.
 - 2 I am ... / anyone / object to the proposal. I am amazed that anyone should object to the proposal.
 - 3 I ... to Paul / work in industry before starting university.
 - 4 She ... / people / allowed to vote at the age of 16.
 - 5 I am ... / she / feel annoyed.
 - 6 We ... / the money / returned to the investors.
 - 7 I am... / she / want to leave so early.
 - 8 The chairperson... / Carrington / become a non-voting member of the committee.
 - 9 I was ... / Susan / involved in the decision.
- 48.3** Look again at the sentences you have written in 48.2. Rewrite them using a subjunctive (see 1) or an ordinary verb if a subjunctive is inappropriate (see 2). (A–D)
- 1 The law stipulates that new cars be fitted with seatbelts...
 - 2 I am amazed that anyone objects to the proposal...
 - 3
- etc.
- 48.4** What advice would you give to people described in these situations? Start *It is + adjective and then a that*-clause with *should*. Use one of the adjectives in E opposite. (E)
- 1 Someone who is going to climb Mt Everest. It is vital that they should go with a local guide.
 - 2 Someone who is trying to give up smoking.
 - 3 Someone who wants to learn to play the bagpipes.

UNIT
49

Modal verbs in reporting

A

When there is a modal verb in the original statement, suggestion, etc., this sometimes changes when we report what was said. The changes discussed in Unit 49 are summarised in this table:

<i>modal verb in original</i>	<i>modal verb in report</i>
could, would, should, might, ought to, used to	could, would, should, might, ought to, used to
will, can, may	would, could, might will, can, may (existing or future situations and <i>present</i> tense verb in reporting clause) will or would, can or could, may or might (existing or future situations and <i>past</i> tense verb in reporting clause)
shall	would, should (offers, suggestions, etc.)
must (= necessary) must (= conclude) mustn't	must or had to had to mustn't

We sometimes use a modal verb in a report when there is no modal verb in the original:

- 'You're not allowed to smoke here.' → She told me that I **mustn't** smoke there.

B

The verbs **could**, **would**, **should**, **might**, **ought to**, and **used to** don't change in the report:

- 'I **could** meet you at the airport.' → He said that he **could** meet us at the airport.
- 'We **might** drop in if we have time.' → They said they **might** drop in if they have time.

C

Will usually changes to **would**, **can** to **could**, and **may** to **might**. However, if the situation we are reporting still exists or is still in the future and the verb in the *reporting clause* is in a **present tense**, we prefer **will**, **can**, and **may** in the *reported clause* (see Unit 43). Compare:

- 'Careful! You'll fall through the ice!' → I **warned** him he **would** fall through the ice. *and*
- 'I'll be in Paris at Christmas.' → She **tells** me she'll be in Paris at Christmas.

If the situation we are reporting still exists or is still in the future and the verb in the *reporting clause* is in a **past tense**, then we can use either **would** or **will**, **can** or **could**, and **may** or **might** in the *reported clause*:

- 'The problem can be solved.' → They **said** the problem **can/could** be solved.

D

When **shall** is used in the original to talk about the future, we use **would** in the report:

- 'I **shall** (I'll) call you on Monday.' → She told me she **would** call me on Monday.

However, when **shall** is used in offers, requests for advice and confirmation, etc. then we can use **should** in the report, but not **shall** (see also Unit 25C):

- 'Where **shall** I put this box?' → He asked where he **should** put the box.

E

When **must** is used in the original to say that it is necessary to do something, we can usually use either **must** or **had to** in the report, although **must** is less common:

- 'You **must** be home by 9 o'clock.' → She said I **must / had to** be home by 9 o'clock.

However, when **must** is used in the original to conclude that something (has) happened or that something is true, then we use **must**, not **had to**, in the report (see also Unit 23):

- 'I keep forgetting things. I **must** be getting old.' → Neil said he **must** be getting old.

If **mustn't** is used in the original, we can use **mustn't** in the report but not **didn't have to**:

- 'You **mustn't** tell my brother.' → He warned me that I **mustn't** tell his brother.

EXERCISES

49.1 Report what was said using a sentence with a *that*-clause. Use an appropriate modal verb in the *that*-clause. Give alternatives where possible. (A–E)

- 1 'It's important for you to be at the theatre on time.' → She said that I had to / must be at the theatre on time.
- 2 'My advice is to look for a new job now.' → She said...
- 3 'It's possible that I'll have to leave early.' → She said...
- 4 'You should have used brighter wallpaper for the bedroom.' → She said...
- 5 'I'll be disappointed if I don't get the job.' → She said...
- 6 'I'd recommend that you take the jumper back to the shop.' → She said...
- 7 'It's okay if you want to borrow my guitar.' → She said...
- 8 'I'm sorry I couldn't come to visit you last summer.' → She said...

49.2 Underline the more likely or more appropriate verb. If both are possible, underline them both. (C)

- 1 Bill tells me that he will/would be leaving work early tonight.
- 2 They thought that Bob would/will get a good job, but they were wrong.
- 3 They said that a decision would/will be made soon.
- 4 When I phoned Liz this morning I told her I may/might be late.
- 5 She says that she could/can see us any time we are free.
- 6 He explained that people will/would still need a key to get in.
- 7 Kathy understands that we won't/wouldn't be able to visit her this week.
- 8 Jim told us that we could/can stay in his house when he's on holiday.

49.3 Complete the sentences to report what was said. (D & E)

- 1 'Who shall I deliver the parcel to?' → He asked who he should (or ought to) deliver the parcel to.
- 2 'I shall be extremely interested to see the results.' → He said...
- 3 'What shall I do next?' → He asked...
- 4 'You mustn't forget your membership card.' → He told me...
- 5 'You must collect more data.' → He told me...
- 6 'I shall always remember her kindness.' → He said...
- 7 'The baby's crying. You must have woken her.' → He said...

49.4 Report what was said using a *that*-clause with a modal verb. (A)

- 1 'We'll organise the Christmas party.' → They promised that they would organise the Christmas party.
- 2 'You're right. I can't remember where I've left the car.' → He admitted...
- 3 'We will turn back the invaders or die fighting.' → The army leaders vowed...
- 4 'I'm pretty sure I'll be finished by this evening.' He expects...
- 5 'I can show you the way.' → She said...

Look again at the sentences you have written. Which of them have an alternative with a *to*-infinitive clause? (D and Unit 47C)

Example: 1 They promised to organise the Christmas party.