You can answer the question "What did he/she say?" in two ways:
- by repeating the words spoken (direct speech)
- by reporting the words spoken (indirect or reported speech).

DIRECT SPEECH	INDIRECT SPEECH
She said, "I **can** swim."	She said she **could** swim.
She said, "I **must** go."	She said she **had** to go.
She said, "I **may** drive there."	She said she **might** drive there.
She said, "**Shall** we start?"	She asked if we **should** start.
She said, "I'**ll** call you."	She said she **would** call me.

Direct speech	Reported speech/ Indirect Speech
Direct speech repeats, or quotes, the exact words spoken. When we use direct speech in writing, we place the words spoken between inverted commas ("....") and there is no change in these words. We may be reporting something that's being said NOW (for example a telephone conversation), or telling someone later about a previous conversation	Reported speech is usually used to talk about the past, so we normally change the tense of the words spoken. We use reporting verbs like 'say', 'tell', 'ask', and we may use the word 'that' to introduce the reported words. Inverted commas are not used.

	Direct	Indirect
(1) **Simple Present** becomes **Simple past**	He said, "I like to swim."	He said that he liked to swim.
(2) **Present Continuous** becomes **Past Continuous**	She said, "I am reading."	She said that she was reading.
(3) **Present Perfect** becomes **Past Perfect**	He said, "I have done it."	He said that he had done it.

(4) Present Perfect Continuous becomes **Past Perfect Continuous**	"I have been doing it," he said.	He said that he had been doing it.
(5) Simple Past becomes **Past Perfect**	He said, "I did it."	He said that he had done it.
(6) Past Continuous becomes **Past Perfect Continuous**	He said, "He was doing it."	He said that he had been doing it.
(7) Past Perfect remains unchanged	He said, "I had done it."	He said that he had done it.

(8) Past Perfect Continuous remains unchanged	He said, "I had been doing it."	He said that he had been doing it.
(9) Future (shall/will) becomes **Conditional** (would)	(1) He said, "I shall do it." (2) He said, "I'll be reading the book on the 25th."	(1) He said that he would do it. (2) He said that he would be reading the book on the 25th.

3. Direct Speech चे Indirect Speech मध्ये रूपांतर करताना Personal Pronouns मध्ये (पुरुषवाचक सर्वनामे) होणारे फेरबदल फार महत्त्वाचे असतात.

सामान्यपणे, Direct Speech मधील प्रथम पुरुषी आणि द्वितीय पुरुषी सर्वनामांच्या जागी Indirect Speech मध्ये तृतीय पुरुषी सर्वनामे वापरावी लागतात.

Direct	–	Indirect	Direct	–	Indirect
I	–	he, she	your/yours	–	his, her, their
me	–	him, her	we	–	they
my	–	his, her	us	–	them
you	–	he, she, him, her, they, them	our	–	their

Direct	Indirect
He said, "I want my book."	He said that he wanted his book.
He said to Maya, "You have a new car."	He told Maya that she had a new car.
She said to him, "I don't understand you."	She told him that she did not understand him.
The teacher said, "Boys, you are late."	The teacher told the boys that they were late.
The girls said, "We are dancing."	The girls said that they were dancing.

4. परंतु बोलणारा स्वत:चेच शब्द जेव्हा स्वत:च कथन करतो, तेव्हा अवतरणचिन्हांमधील प्रथम पुरुषी सर्वनामांमध्ये ब होत नाही. उदा.,

Direct	Indirect
I said, "I am ready."	I said that I was ready.
I said, "Mahesh, I am not going there."	I told Mahesh that I was not going there.

5. Indirect Speech मध्ये रूपांतर करताना पुढील क्रियापदांत होणारे फेरबदल पाहा :

Direct	–	Indirect	Direct	–	Indirect
am/is/are	–	was/were	may	–	might
have/has	–	had	must	–	must (had to)
can	–	could	shall/will	–	would

उदा.,

Direct	Indirect
She said, "My brother can sing sweet songs."	She said that her brother could sing sweet songs.
He said, "Kedar may come soon."	He said that Kedar might come soon.
Gopal said, "I must meet Madhu."	Gopal said that he must meet Madhu.

6. Direct speech मध्ये should / would असेल, तर indirect करताना तेच कायम राहते.

उदा.,

Direct	Indirect
He said, "I should help my friends."	He said that he should help his friends.
She said, "I would not sell it."	She said that she would not sell it.

7. Direct speech मध्ये सर्वमान्य, शाश्वत सत्ये (eternal truths) असतील, तर ती Simple Present मध्येच राहतात.

उदा.,

Direct	Indirect
The teacher said, "The earth revolves around the sun."	The teacher said that the earth revolves around the sun.
The teacher said, "The sun rises in the east and sets in the west."	The teacher said that the sun rises in the east and sets in the west.

8. Indirect करताना कालवाचक आणि स्थलवाचक क्रियाविशेषणांमध्ये आणि इतर काही शब्दांमध्ये पुढीलप्रमाणे बदल होतात :

Direct	–	Indirect	Direct	–	Indirect
this	–	that	tomorrow	–	the next day, the day after
these	–	those	yesterday	–	the day before, the previous day
here	–	there	last night	–	the night before, the previous night
now	–	then	next week	–	the following week
today	–	that day	last week	–	the previous week
tonight	–	that night	ago	–	before

उदा.,

Direct	Indirect
He said, "I'll do it tomorrow."	He said that he would do it the next day.
He said, "I saw her yesterday."	He said that he had seen her the day before (or, the previous day).

9. said आणि told :

Direct Speech मधील वाक्य एखाद्यास उद्देशून बोलले गेले असेल, तर said या क्रियापदाऐवजी told हे Reporting Verb वापरून Indirect Speech सुरू करावे. मात्र told या क्रियापदानंतर to हा शब्द वापरणे चूक आहे. said to her याचे told her असे रूपांतर होते, हे लक्षात ठेवावे.

उदा.,

Direct	Indirect
He said to me, "I am leaving for Delhi tonight."	He told me that he was leaving for Delhi that night.
He said, "Vilas, I am leaving for Delhi tonight."	He told Vilas that he was leaving for Delhi that night.

10. Direct Speech मधील infinitives, Indirect Speech मध्ये तशीच कायम राहतात.

Direct	Indirect
Vijay said, "I don't like to go to Mumbai."	Vijay said that he didn't like to go to Mumbai.
The stranger said, "The king has worked very hard to create the garden."	The stranger said that the king had worked very hard to create the garden.

वरील वाक्यांत to go आणि to create या infinitives आहेत. त्यांच्यामध्ये Indirect करताना काहीही बदल झाला नाही, हे लक्षात ठेवा.

11. said, told या क्रियापदांप्रमाणेच remarked, observed, pointed out, replied, answered, explained, boasted इत्यादी अनेक क्रियापदे संदर्भानुसार Indirect Speech मध्ये प्रारंभी वापरता येतात.

Direct	Indirect
He said, "I can lift this heavy bag easily."	He boasted that he could lift that heavy bag easily.

12. **Polite expressions or Greetings :** नम्र अभिव्यक्ती, अभिवादन इत्यादींचे Indirect speech मध्ये रूपांतर :

उदा.,

Direct	Indirect
(1) Mona said, "Thank you, daddy. I liked the watch you gave me."	Mona thanked her father for the watch he had given her.
(2) The man told the doctor, "Sorry, I came late."	The man apologized to the doctor for coming late.

Direct	Indirect
(3) The secretary said, "Hello, I'm Kisan."	The secretary greeted him and introduced himself as Kisan.
(4) Mohan said, "Happy Eid, Aslam."	Mohan wished Aslam a happy Eid.

Change the following sentences into indirect speech :

1. Seeta said, "I am very happy now."
- Seeta said that she was very happy then.
2. Ram said, "My friend is playing cricket."
- Ram said that his friend was playing cricket.
3. Yusuf said, "I want to borrow a story book."
- Yusuf said that he wanted to borrow a story book.
4. Kedar said to Leela, "I am your brother."
- Kedar told Leela that he was her brother.
5. Leela said to Kedar, "I am your sister."
- Leela told Kedar that she was his sister.
6. Bambi's mother said at last, "We can go out."
- At last Bambi's mother told him that they could go out.
7. "Ted", she said softly, "that's a mighty pretty ring and that's a fact."
- She softly told Ted that was a mighty pretty ring and that was a fact.
8. Father said, "Linda, when I was growing up, back on frontier we didn't set much store by giving birthday presents to adults."
- Father told Linda that when he was growing up, back on frontier they had not set much store by giving birthday presents to adults.

9. He said, "She doesn't know me, but I still know who she is."
- He said that she didn't know him, but he still knew who she was.
10. "I don't tell myself I am a hero", says Kapil Dev.
- Kapil Dev says that he doesn't tell himself that he is a hero.
11. "I always knew he would leave no stone unturned to reach the zenith", says Capt. Ghei.
- Capt. Ghei says that he always knew that he would leave no stone unturned to reach the zenith.
12. "It took an Indian to break a 17 years old record", he said.
- He said that it had taken an Indian to break a 17 years old record.
13. "I'm not sure how Per Linstrand, who held the current record, will feel", said Dr. Singhania.
- Dr. Singhania said that he was not sure how Per Linstrand, who had held the current record, would feel.
14. "I thought we are not doing that today", said Abhishek reluctantly.
- Abhishek reluctantly said that he had thought that they were not doing that, that day.
15. "I understand Anu, your limp makes you self-conscious", Mother said.
- Mother told Anu that she understood that her (Anu's) limp made her self-conscious.