

Tense Shifts in Reported Speech

Grammar Drill Pack

Focus: Correctly shifting verb tenses when converting direct speech to reported speech — five short drills to lock in **Tense Shifts in Reported Speech**.

Name _____ Class _____ Date _____ Score _____

1 · Rules

- When the reporting verb is in the past, present simple in direct speech changes to past simple in reported speech.
- Present perfect in direct speech becomes past perfect in reported speech.
- Will + infinitive in direct speech changes to would + infinitive in reported speech.
- When the reporting verb is present, no tense shift is required.

2 · Signal words

said that

told

asked

explained

reported

claimed

announced

mentioned

Tip: These words often flag **Tense Shifts in Reported Speech** — spot them, then choose the form.

3 · Gap-fill drill

Write the correct form of **Tense Shifts in Reported Speech** in each gap.

- She told him that she _____ next week.
- The manager said that the project _____ on time.
- John mentioned that he _____ in Paris when he was younger.
- They announced that the meeting _____ at nine o'clock.
- Mary explained that she _____ such a beautiful painting before.
- The teacher asked whether the students _____ the lesson.

4 · Error correction

Each sentence has one mistake in Tense Shifts in Reported Speech. Rewrite it correctly.

- 1 ~~She said that she is going to the market.~~
- 2 ~~He told us that he has finished his homework before dinner.~~
- 3 ~~They reported that the flight was delayed due to weather.~~
- 4 ~~The journalist claimed that the company will launch the product next month.~~
- 5 ~~I asked her if she ever visited Rome.~~
- 6 ~~The scientist noted that the experiment yielded unexpected results.~~

5 · Mini-quiz

Choose the correct option (A-D).

- 1 He said, "I will call you tomorrow." He said that he ___ you tomorrow.
(A) will call (B) called (C) would call (D) calls
- 2 She is working late tonight. She said that ____ .
(A) she is working late tonight (B) she was working late tonight (C) she will work late tonight
(D) she worked late tonight
- 3 They told us, "We have finished the report." They told us that ___ the report.
(A) we have finished (B) we had finished (C) we finished (D) we will finish
- 4 I am feeling sick. He said that ____ .
(A) he is feeling sick (B) he was feeling sick (C) he felt sick (D) he had felt sick
- 5 The manager said, "The client will arrive at 3 PM." The manager said that the client ___ at 3 PM.
(A) will arrive (B) arrived (C) would arrive (D) has arrived
- 6 We were watching a movie. She mentioned that ____ .
(A) we are watching a movie (B) we were watching a movie (C) we had been watching a movie
(D) we watched a movie