

(An Autonomous Institution)

Approved by AICTE, New Delhi, Affiliated to Anna University, Chenna Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & Description of the Accredited by NBA (B.E - CSE, EEE, ECE, Mech & B.Tech.IT)

COIMBATORE-641 035, TAMIL NADU

DEPARTMENT OF MATHEMATICS

UNIT IV - LINGUISTICS SKILLS-I

Narration

Objectives:

- Understand narration in English Grammar.
- Why is narration used?
- Rules.

NARRATION: in writing or speech, the process of giving an account of a sequence of events, real or imagined; storytelling. The person who recounts the events is called a narrator. The account itself is called a narrative.

In narration, when we use reported speech, we usually talk about the past (because obviously the person who spoke originally spoke in the past). The verbs therefore usually have to be in the past too.

There are two ways of narrating events or story telling- direct speech and indirect speech.

In Direct speech the exact remarks or the speech of the narrator is presented by using the exact wordsor expression of the narrator.

In Indirect speech the exact meaning of the remark or the speech is presented without using thenarrator's exact words.

For example- Ravi said, "I am having lunch with my family." [Direct Speech]

Ravi said that he was having breakfast with his family. [Indirect speech]

RULES:

 Pronouns and Adjectives must change while transforming into a reported speech. First and second person pronouns and possessive adjectives normally change to the third person exceptwhen the speaker is reporting his own words. (I = he, she; me = him, her; my = his, her; mine

= his, hers; we = they...)

Abhishek said, "I am a teacher."

Abhishek said that he was a teacher.

Am becomes

wasShe said, "Aditya is my son".

Is becomes was

My becomes her



(An Autonomous Institution)

Approved by AICTE, New Delhi, Affiliated to Anna University, Chenna Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & COIMBATORE-641 035, TAMIL NADU DEPARTMENT OF MATHEMATICS

2. THIS / THESE/ THAT:

This used in time expressions becomes that.

For example- She said, "She's coming this week". This becomes that She said that she was coming that week.

This and That used as adjectives usually change to The.

For example- He said, "I bought this pearl/these pearls for my mother".

He said that he had bought the pearl/the pearls for his mother.

This and These used as pronouns can become it, they/them.

For example- He came back with two knives and said, "I found these beside the king's bed".

He came back with two knives and said he had found them beside the king's

bed.He said, "We will discuss this tomorrow".

He said that they would discuss it (the matter) the next day.

3. CHANGES IN THE VERB FORM:

Simple present	Simple past
Ravi said, " I play the guitar"	Ravi said that he plays the guitar.
Present Continuous	Past continuous
S/he said, "I am writing a letter".	She said that <i>s/he was</i> writing a letter.
Present perfect simple	Past perfect simple
Mukul said, "I <i>have</i> received an invitation letter to attend a seminar."	Mukul said that he <i>had</i> received an invitation letter to attend a seminar.
Present perfect continuous	Past perfect continuous
Shruti confided, "I have been busy writing a book on different food habits."	Shruti confided that <i>she had been</i> busy writing a book on different food habits.



(An Autonomous Institution)
Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai
Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & COIMBATORE-641 035, TAMIL NADU
DEPARTMENT OF MATHEMATICS

Simple past	Past perfect
Madhu said, "I went to the school yesterday"	Madhu said that she <i>had gone</i> to the school theprevious day.
Past continuous	Past perfect continuous
Rudra said, " I was reading an article on the importance of life skills"	Rudra said that he had been reading an article on the importance of life skills.



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & Description of the Accredited by NBA (B.E - CSE, EEE, ECE, Mech & B.Tech.IT) COIMBATORE-641 035, TAMIL NADU

DEPARTMENT OF MATHEMATICS

Past perfect	No Change in the verb. Only the pronoun
Raktim said, " the play had started when I reached the theatre"	changes from <i>I</i> to <i>he</i> here.
Future Time (Simple)	Conditional
Rudra said, " I <i>shall/ will</i> meet Suman on tuesday over dinner"	Rudra said that would meet Suman on tuesday over dinner.
Future Continuous	Conditional Continuous
"I will/shall be using the car myself on the 24h", she said.	She <i>said</i> (<i>that</i>) <i>she'd be using</i> the car herself on the 24th.

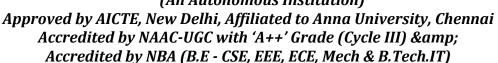
NOTE: All those changes represent the distancing effect of the reported speech. Context as well as the time aspect of the speaker(s)'s point of view must be taken into account while changing the narration.

4. MODAL VERBS CHANGE:

Will He said, "Ravi will speak on time".	Would He said that Ravi would speak on the importance of English.
Can He said, "I <i>can</i> swim under water for two minutes."	Could He said that he <i>could</i> swim under water fortwo minutes.
Must Smriti said, " the books must be returned to the library co-ordinator"	Had to Smriti said that the books <i>had to</i> be returnedto the library co-ordinator.



(An Autonomous Institution)





COIMBATORE-641 035, TAMIL NADU **DEPARTMENT OF MATHEMATICS**

Shall	Should
He said, "We <i>shall</i> meet for lunch	He said that we should meet for
sometime soon."	lunchsometime soon.
May	Might
Rudra asked, "May I take the pictures?"	Rudra asked if <i>he might</i> take the pictures.

NOTE: Past modal verbs (could, might, ought to, should, used to, etc.) do not normallychange in reported speech.

He said, "I might come". He said that he might come.

He said, "I would help him if I could". He said that he would help him if he could.

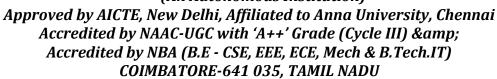
He said, "You needn't wait". He said that I needn't wait.

5. IMPERATIVES:

Positive imperative	Tell + infinitive
Shut up!	He told me to shut up.
Negative imperative	Tell+ not +infinitive
Don't do that again!	He told me not to do that again.
Imperatives as requests	Ask + imperatives
Please give a glass of	He asked me to give him a
water.	glass of water.



(An Autonomous Institution)



DEPARTMENT OF MATHEMATICS



6. EXPRESSION OF TIME AND PLACE IN INDIRECT SPEECH:

Direct Speech	Indirect Speech
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 day's time
Next week/year	The following week/ year
Last week/ year	The previous week/ year
A year ago	A year before/ the previous year
ago	Previously/ before
2 weeks ago	2 weeks previously/2 weeks before
tonight	that night
last Saturday	the previous Saturday/ the Saturday before
next Saturday	the following Saturday/ the Saturday after that Saturday

Examples:

"I went to the theatre *last night*."

He said he had gone to the theatre

the night before. "I'm having a party

next weekend."

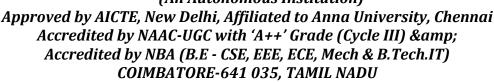
He said he was having a party the next weekend. "I'm staying here until next week."

He said he was staying there until *the following week*."I came over from

VQAR-1 /K.BAGYALAKSHMI/AP/MATHS/SNSCT



(An Autonomous Institution)



DEPARTMENT OF MATHEMATICS



London 3 years ago."

He said he had come over from London 3 years before.

7. QUESTIONS IN INDIRECT SPEECH

Direct question: He said, "Where is

she going?"

Indirect question: He asked where

she was going.RULES:

- 1. When we turn direct questions into indirect speech, the following changes are necessary: a). *Tenses, Pronouns and Possessive Adjectives, and Adverbs of time and place* change as in statements.
- b). The *interrogative form* of the verb changes to the affirmative form.c). The question mark is omitted in indirect questions.
- 2. If the introductory verb is *say*, it must be changed to a verb of *inquiry*, e.g. *ask*, *wonder*, *want to know etc*.

He *said*, "Where is the station?"He *asked* where the station was.

3. Ask can be followed by the person addressed (indirect object):He asked, "What have you got in your bag?"

He *asked (me)* what I had got in my bag. (But *wonder* and *want to know cannot take an indirect object*, so if we wish to report a question where the person addressed is mentioned,we must use *ask*.)

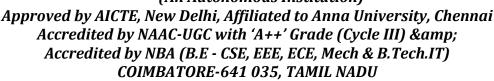
He *said*, "Mary, when is the next train?"He *asked* Mary when the next train was.

4. If the direct question begins with a question word (*when, where, who, how, why* etc.) thequestion word is repeated in the indirect question:

VQAR-1 /K.BAGYALAKSHMI/AP/MATHS/SNSCT



(An Autonomous Institution)



DEPARTMENT OF MATHEMATICS



He said, "Why didn't you put on the brake?" He asked (her) why she hadn't put on the brake.She said, "What do you want?" She asked (them) what they wanted.

6. If there is no question word, if or whether must be used: "Is anyone there?" he asked
He asked if/whether anyone was there.

8. COMMANDS, REQUESTS, ADVICE IN INDIRECT SPEECH:

Direct command: He said, "Lie down, Tom".

Indirect command: He *told* Tom to lie down.

Indirect commands, requests, advice are usually expressed by a verb ofcommand/request/advice + object + infinitive.

A. The following verbs can be used: advise, ask, beg, command, order, remind, tell, warn etc.

For example- He said, "take your medicines

regularly, Tom." He advised Tom to

take his medicines regularly.

B. Negative commands, requests etc. are usually reported by not + infinitive:

"Don't swim out too far, boys", I said
I warned/told the boys not to swim out too far.

9. EXCLAMATIONS IN INDIRECT SPEECH:

i) Exclamations usually become statements in indirect speech. The exclamation markdisappears.

Exclamations beginning with *What (a) ... or How ...* can be reported by: - exclaim/saythat:

VQAR-1 /K.BAGYALAKSHMI/AP/MATHS/SNSCT



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & Accredited by NBA (B.E - CSE, EEE, ECE, Mech & B.Tech.IT) COIMBATORE-641 035, TAMIL NADU DEPARTMENT OF MATHEMATICS

He *said*, "What a dreadful idea!" or "How dreadful!" He *exclaimed* that it was a dreadful idea/was dreadful.

To give an exclamation of delight/disgust/horror/relief/surprise etc. if the exclamation is followed by an action we can use the construction with an exclamation of delight/disgustetc.

+ he/she etc. + verb.

Other types of exclamation such as *Good! Marvellous! Splendid! Heavens! Oh! Ugh!* etc. can be reported as in (b) or (c) above:

"Good!" he exclaimed.

He gave an exclamation of

pleasure/satisfaction. "Ugh!" she

exclaimed, and turned the programme

off.

With an exclamation of disgust she turned the programme off.

Note also: He *said, "Thank you!"*He *thanked me*.

He said,

"Good

luck!"He

wished

me luck.

He said, "Happy Christmas!" He wished me a happy Christmas.

He said,



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & Description of the Accredited by NBA (B.E - CSE, EEE, ECE, Mech & B.Tech.IT)

COIMBATORE-641 035, TAMIL NADU

OIMBATORE-641 035, TAMIL NADU DEPARTMENT OF MATHEMATICS

"Congratulation s!"He congratulated me.

He

said,

"Liar!"

He

called

те а

liar.

He

said,

"Dam

n!"He

swore

.

The notice said: WELCOME
TO WALES! The notice
welcomed visitors to Wales.

10. YES AND NO IN INDIRECT SPEECH

"yes" and "no" are expressed in indirect speech by subject + appropriate

auxiliary verb.He said, "Can you swim?" and I said "No" He asked (me) if I could swim and I said I couldn't.

He said, "Will you have time to do it?" and I said "Yes"
He asked if I would have time to do it and I said that I would.

11. OFFERS AND SUGGESTIONS IN INDIRECT SPEECH

A. OFFERS:



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & DEPARTMENT OF MATHEMATICS

"Shall I bring you some tea?" could be reported asHe offered to bring me some tea.

B. SUGGESTIONS:

"Shall we meet at the theatre?" could be reportedHe suggested meeting at the theatre.

C. INDIRECT SPEECH: MIXED TYPES:

Direct speech may consist of statement + question, question + command, command +statement, or all three together.

Normally each requires its own introductory verb. "I don't know the way. Do you?" he asked.

He said he didn't know the way and asked her if she did/if she knew it.

He said, "Someone is coming. Get behind the screen."

He said that someone was coming and told me to get behind the screen.

D. SAY AND TELL AS INTRODUCTORY VERBS:

a. say and tell with direct speech.

1. say can introduce a statement or follow it.

Tom *said*, "I've just heard the news".or "I've just heard the news", Tom *said*.

Inversion of say and noun subject is possible when say follows

the statement. "I've just heard the news", said Tom.
say + to + person addressed is possible, but this phrase must follow the
direct statement; itcannot introduce it.

"I'm leaving at once", Tom said to me. Inversion is not possible here.

VQAR-1 /K.BAGYALAKSHMI/AP/MATHS/SNSCT



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & DEPARTMENT OF MATHEMATICS

2. *Tell* requires the person addressed. *Tell me. He told us. I'll tell Tom.*

Except with *telllies/stories/the truth/the time*, when the person addressed need not to be mentioned.

He told (me) lies.

I'll tell (you) a story.

Tell used with direct speech must be placed after the direct statement: "I'm leaving at once", Tom told me. Inversion is not possible with tell.

Say and Tell with indirect speech, Indirect statements are normally introduced by say, or tell

+ object. Say + to + object is possible but less usual than

tell + object.He *said* he'd just heard the news.

He *told* me that he'd just heard the news.

NOTE: tell ... how/about:

He told us how he had crossed

the mountains. He told us about

crossing the mountains.

He told us about his journeys.

TAKE AWAY POINTS:

- 1. There two ways to convey a message of a person, or the words spoken by a person to other person.
- 2. There are two types of Direct Speech and Indirect Speech.
- 3. In direct speech the original words of person are narrated (no change is made) and areenclosed in quotation mark.
- 4. In indirect speech the statement of the person is not enclosed in quotation marks, the word"that" may be used before the statement to show that it is VQAR-1 /K.BAGYALAKSHMI/AP/MATHS/SNSCT



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & DEPARTMENT OF MATHEMATICS

indirect speech.

Change the Narration

EXERCISES

Th	nese people are saying these things. Report them, using says that.
	a. Paul: "Atlanta is a wonderful city."
	b. Ruth: "I go jogging every morning."
2.	People made these statements. Report them, using said.
	a. "Mary works in a bank", Jane said.
	b. "I'm staying with some friends", Jim said.
3.	Report what the guests said at a wedding last Sunday.
	a. Miss Moore: "They'll make a lovely couple."
	b. Mr Smith: "They're going to live in Brighton."
4.	Change the following statements into the reported speech. a. "I must go to the dentist tomorrow", he said.
	b. "I found an old Roman coin in the garden yesterday and I am going to take it to themuseum this afternoon", he said.



5. Write these sentences in indirect speech.

SNS COLLEGE OF TECHNOLOGY

(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & DEPARTMENT OF MATHEMATICS

a. "I'm very tired", she said.		
b. "I'll see them soon", he said.		
c. "I'm going to the cinema", she said.		
d. "I see the children quite often	n", he said.	
e. "I'm having a bath", she said.		
CHANGE THE VOICE :		
1. Complete the sentences with the PresentSimple.	h the correct passive form of the verbs in brackets. Use	
a. English	(speak) in many countries.	
b. The post	(deliver) at about 7 o'clock every morning.	
c	(the building/use) any more?	
d. How often	(the Olympic Games(hold)?	
e. How	(your name/spell)?	
2. Complete the sentences with Use the PastSimple.	h the correct passive form of the verbs in brackets.	
a. My car	(repair) last week.	
b. This song	(not write) by John Lennon.	
c.	(the phone/answer) by a young girl?	

VQAR-1/K.BAGYALAKSHMI/AP/MATHS/SNSCT



(An Autonomous Institution)



Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai Accredited by NAAC-UGC with 'A++' Grade (Cycle III) & DEPARTMENT OF MATHEMATICS

d. The film(ma	ke) ten years ago.
e. When	(tennis/invent)?
3. Change the following sentences into passi	ve sentences using the words in brackets.
a. We sell tickets for all shows at the Box Office	ce. (Tickets for all shows/sell/at the Box Office)
b. Thomas Edison invented the electric light b	ulb. (The electric light bulb/invent/by Thomas Edison)
c. Someone painted the office last week. (The	office/paint/last week)
d. Several people saw the accident. (The accident	dent/see/by several people)
e. Where do they make these video recorders	? (Where/these video recorders/make)