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**Direct Indirect**

किसी व्यक्ति के द्वारा बोले गए वाक्यों को दो प्रकार से प्रकट किया जा सकता है -

पहला - जैसे उसके शब्द को जैसे उसने बोला वैसे ही (Direct Speech)

दूसरा - अपने शब्दों में वही भाव प्रकट करते हुए बोलना (Indirect Speech)

**Direct Speech**

When we put exact words of the speaker within quotation marks that speech is called direct speech.

**For example**

- Deepika said to me, *I shall give you a surprise.*

**Indirect Speech**

When we don’t put the exact words but we express the same feelings in our words that is called indirect speech.

**For example**

- Deepika told me that she should give me a surprise.
**Reporting Speech**

Direct sentence में inverted commas (* *) से पहले के वाक्य को Reporting Speech कहा जाता है।

**For example**

- Deepika said to me, *I shall give you a surprise.*

In above sentence, bold part is reporting speech.

**Reported Speech**

Direct sentence में inverted commas (* *) के अंदर के वाक्य को Reported Speech कहा जाता है।

**For example**

- Deepika said to me, *I shall give you a surprise.*

In above sentence, bold part is reported speech.

**Rules for changing Direct Speech into Indirect Speech**

**Change in Reporting Speech**
When we change Direct Speech into Indirect Speech, following changes come in Reporting Speech:

<table>
<thead>
<tr>
<th>DIRECT SPEECH</th>
<th>INDIRECT SPEECH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Say, Says</td>
<td>Say, Says</td>
</tr>
<tr>
<td>Say to, Says to</td>
<td>Tell, Tells</td>
</tr>
<tr>
<td>Tell, Tells</td>
<td>Tell, Tells</td>
</tr>
<tr>
<td>Said to</td>
<td>Told</td>
</tr>
<tr>
<td>Will say</td>
<td>Will tell</td>
</tr>
</tbody>
</table>

Change in Person in Reported Speech

<table>
<thead>
<tr>
<th>First Person (I, WE)</th>
<th>Second Person (You)</th>
<th>Third Person (He, She, They, It)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Changes according to Subject in reporting speech</td>
<td>Changes according to Object in reporting speech</td>
<td>Remains the same</td>
</tr>
</tbody>
</table>
Example 1

- He said to me,*I love to play cricket.*

In above sentence, I (First Person) will change according to the subject in reporting speech (He).

- He told me that he loved to play cricket.

Example 2

- I said to my friend,*You are my life.*

In above sentence, You (Second Person) will change according to the object in reporting speech (My friend).

- I told my friend that he was my life.

Example 3

- I say to you,*She is a good girl.*

In above sentence, She (Third Person) will remain the same.

- I tell you that she is a good girl.
Change in Tenses
यदि Reporting Speech, Present Tense या Future Tense में होती है तो Reported Speech की verb में change नहीं होता।

For example

I say to her,*You are a good dancer.*

I tell her that she is a good dancer.

In above sentence, there is no change in reported speech verb because reporting speech is in present tense.

I will say to her,*You are a good dancer,*

I will tell her that she is a good dancer.

In above sentence, there is no change in reported speech verb because reporting speech is in future tense.

यदि Reporting Speech, Past Tense में होती है तो Reported Speech की verb में change आता है।
**Present Indefinite Tense**

यदि Reported Speech, Present Indefinite Tense में हो तो वह Past Indefinite Tense में बदल जाती है।

For example

- He said,* I play cricket."

  He said that he played cricket.

**Present Continuous Tense**

यदि Reported Speech, Present Continuous Tense में हो तो वह Past Continuous Tense में बदल जाती है।

For example

- He said,* I am not feeling well."

  He said that he was not feeling well.

**Present Perfect Tense**

यदि Reported Speech, Present Perfect Tense में हो तो वह Past Perfect Tense में बदल जाती है।

For example

- I said to him,* You have written a letter."

  I told him that he had written a letter.
**Present Perfect Continuous Tense**

यदि Reported Speech, Present Perfect Continuous Tense में हो तो वह Past Perfect Continuous Tense में बदल जाती है।

For example

- I said to him,*You have been writing a letter since morning.*

  I told him that he had been writing a letter since morning.

**Past Indefinite Tense**

यदि Reported Speech, Past Indefinite Tense में हो तो वह Past Perfect Tense में बदल जाती है।

For example

- He said,*Rashmi won the beauty contest.*

  He said that Rashmi had won the beauty contest.

**Past Continuous Tense**

यदि Reported Speech, Past Continuous Tense में हो तो वह Past Perfect Continuous Tense में बदल जाती है।

For example

- My friend said,* It was raining heavily in the night.*

  My friend said that it had been raining heavily in the night.
**Past Perfect Tense**

यदि Reported Speech, Past Perfect Tense में होती है तो Tense में कोई change नहीं आता।

**For example**

- My friend said,* It had rain last night.*

My friend said that it had rain last night.

**Past Perfect Continuous Tense**

यदि Reported Speech, Past Perfect Continuous Tense में होती है तो Tense में कोई change नहीं आता।

**For example**

- I said to him,*You had been writing a letter since morning.*

I told him that he had been writing a letter since morning.
Future Tense

यदि Reported Speech, Future Tense के किसी भी Part में होती है तो Will Would में, Shall should में बदल जाता है।

For example

Future Indefinite Tense

• The boy said,* I shall not go to the market.*

   The boy said that he would not go to the market.

Future Continuous Tense

• The boy said,* I shall be going to the market.*

   The boy said that he would be going to the market.

Future Perfect Tense

• The boy said,* I shall have gone to the market.*

   The boy said that he would have gone to the market.

Future Perfect Continuous Tense

• The boy said,* It will have been raining since morning.*

   The boy said that it would have been raining since morning.
### Change in Nearness to Distance

Direct से Indirect बनाते समय निकटता दिखाने वाले शब्दों को दूरी दिखाने वाले शब्दों में बदल देते हैं।

<table>
<thead>
<tr>
<th>DIRECT SPEECH</th>
<th>INDIRECT SPEECH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Now</td>
<td>Then</td>
</tr>
<tr>
<td>Just Now</td>
<td>Just Then</td>
</tr>
<tr>
<td>This</td>
<td>That</td>
</tr>
<tr>
<td>These</td>
<td>Those</td>
</tr>
<tr>
<td>Hither</td>
<td>Thither</td>
</tr>
<tr>
<td>Here</td>
<td>There</td>
</tr>
<tr>
<td>Hence</td>
<td>Thence</td>
</tr>
<tr>
<td>Thus</td>
<td>So</td>
</tr>
<tr>
<td>Come Here</td>
<td>Go there</td>
</tr>
<tr>
<td>Today</td>
<td>That Day</td>
</tr>
<tr>
<td>Tonight</td>
<td>That night</td>
</tr>
<tr>
<td>Tomorrow</td>
<td>The next day, The Following Day</td>
</tr>
<tr>
<td>The Day after tomorrow</td>
<td>In two days time</td>
</tr>
<tr>
<td>Yesterday</td>
<td>The previous day, The day before</td>
</tr>
<tr>
<td>Last night</td>
<td>The previous night</td>
</tr>
<tr>
<td>Last week</td>
<td>The previous week</td>
</tr>
<tr>
<td>Next Week</td>
<td>The following week</td>
</tr>
<tr>
<td>The day before yesterday</td>
<td>Two days before</td>
</tr>
<tr>
<td>Ago</td>
<td>Before</td>
</tr>
<tr>
<td>A year ago</td>
<td>A year before, The previous year</td>
</tr>
</tbody>
</table>
Example

• He said,* I will not go today.*
  He said that he would not go that day.
• My friend said,* I shall come tomorrow.*
  My friend said that he would go the next day.

Change in Interrogative Sentence

Interrogative Sentence होते है।
Type 1 – ये वाक्य Primary या Helping Verb से आरम्भ होते है। इन वाक्यों में पूछे गए प्रश्न का उत्तर Yes या No में होता है।
A. इन वाक्यों में says, said to को asks, asked में बदल देते है।
B. Reported Speech में Subject से पहले लिखी Helping verb को Tense के according change करके subject के बाद लिखते है।
C. Question को statement में बदलने के कारण, वाक्य के अंत में लगे question mark को full stop में बदल देते है।
D. That की जगह If या Whether का प्रयोग करते है।

For example

• He said to his friend,* Are you ready?*
  He asked his friend if he was ready.
Type 2 - ये वाक्य Question Word से आरम्भ होते है।

For example
  - Who are you?
  - Where do you live?

Rules for changing these type of sentences –

A. इन वाक्यों में says, said to को asks, asked में बदल देते है।
B. Question mark को full stop में बदल देते है।
C. That की जगह question word को ही प्रयोग करते है।

For example
  - The teacher said to me.*Where do you live?*
    The teacher asked me where I lived.
  - Kareena said to his friend,*Who has replaced me in the movie?*
    Kareen asked his friend who had replaced her in the movie.
Change in Imperative Sentences

Imperative Sentences में Command, Request, Advise व्यक्त होते हैं। Imperative Sentences verb की First form से start होते है और इनमे subject छिपा रहता है।

For example

• Teacher said, *Girls, open your books now.*

Rules to change

1. इन वाक्यों मे Reporting Verb Said को Asked, Requested, Advised, Ordered में उनके भाव को समझ कर बदल दिया जाता है।

2. That के स्थान पे To से वाक्यों को जोड़ा जाता है।

3. To के बाद Verb की First Form आती है।

4. Direct Speech में अगर किसी व्यक्ति को address किया गया है तो उसे Reporting verb का object बना देते है।

5. Let वाले वाक्य में said to को suggested में बदल देते है।

6. Let वाले वाक्यों को जोड़ने के लिए Let से पहले To का प्रयोग किया जाता है।

7. Let के बाद यदि us लगा हो तो that लगाकर वाक्यों को जोड़ते है तथा us को they should या we should में बदल देते है।

8. Negative sentences में Do not को Not to में बदल देते है।
For example

• The teacher said,* Girls, open your books now.*
  The teacher asked the girls to open their books then.

• He said to me,*Please, wait here.*
  He requested me to wait there.

• The doctor said to the patient,*Take rest.*
  The doctor advised the patient to take rest.

• I said to my friends,* Let us go to the park.*
  I suggested my friend that we should go to the park.

• Teacher said to me,* Let them go.*
  Teacher ordered me to let them go.

• You said to me,* Do not go there.*
  You advised me not to go there.
Change in Optative Sentences

Optative Sentences (इच्छावाचक वाक्य) में wishes या Curses प्रकट होते है।

For example

• The saint said to me,*May you live long!*

Rules to change

1. इन वाक्यों में Reporting verb said to को भाव के अनुसार prayed, wished, bade, cursed या thanked में बदल देते है।

2. इन वाक्यों को that से जोड़ते है।

3. इन वाक्यों में Reported Speech को Assertive sentence में बदल देते है।

For example

• The saint said to me,*May you live long!*
   
   The saint wished me that I might live long.

• He shouted,* May the curse of heaven fall upon my enemies!* 
   
   He cursed that the curse of heaven might fall upon his enemies.

• He said,* Thank you very much.*
   
   He thanked me very much.
Change in Exclamatory Sentences

Exclamatory Sentences में Surprise, Sorrow, Joy, Grief भाव प्रकट होते है।

For example

• He said,*Bravo! You have done well.*

Rules to change

1. Reporting verb को भाव के अनुसार Exclaimed, Cried out, Exclaimed with joy, Exclaimed with surprised, Exclaimed with sorrow, Applauded etc. में बदल देते है।

2. इन वाक्यों में Interjection को हटाकर उस भाव को Phrase या Adverb द्वारा व्यक्त करते है।

3. Mark of Exclamation को हटाकर Full Stop लगाते है।

4. वाक्यों को That से जोड़ते है।

For example

• He said,*Bravo! You have done well.*
  He applauded him saying that he had done well.

• He said,*Hurrah! My friend has come.*
  He exclaimed with joy that his friend had come.

• I said,* How beautiful!*
  I exclaimed that it was very beautiful.
<table>
<thead>
<tr>
<th>EXCLAMATION</th>
<th>INTERJECTION</th>
<th>INDIRECT में प्रयुक्त होने वाले शब्द</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surprise</td>
<td>How!, What!, Good Heavens!, Oh!</td>
<td>Very, Very much, Very great, With surprise</td>
</tr>
<tr>
<td>Joy/Delight</td>
<td>Hurrah!</td>
<td>With Joy</td>
</tr>
<tr>
<td>Sorrow</td>
<td>Alas!, Ah!</td>
<td>With sorrow</td>
</tr>
<tr>
<td>Applause</td>
<td>Bravo!, Well done!</td>
<td>Applauded</td>
</tr>
</tbody>
</table>
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- Keep In
- Keep Up
- Keep Out
- Keep Off

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Even if - भले ही
If so - अगर ऐसा है तो

LEARN USE OF WORD WHILE...!!!
While - जबकि
For a while - कुछ समय के लिए
All the while - सारे समय
Once in a while - कभी कभार
In a little while - धीरे समय में
Not worth while - लाभदायक नहीं

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