

# 8 Basics

## Vocabulary

### Developing products

analyse the results   design a prototype   develop a concept   develop the product  
do market research   give a demonstration   improve the design   invent characters  
manufacture a product   research an idea   solve any problems   test out the product

**1 Match 1–6 with a–f.**

- |               |                   |
|---------------|-------------------|
| 1 solve       | a the product     |
| 2 analyse     | b the design      |
| 3 develop     | c the results     |
| 4 improve     | d any problems    |
| 5 give        | e a product       |
| 6 manufacture | f a demonstration |

**2 Complete the phrases with the words in the box.**

analyse   design   develop   do   ~~invent~~   research

- invent characters
- 1 \_\_\_\_\_ an idea
- 2 \_\_\_\_\_ market research
- 3 \_\_\_\_\_ a prototype
- 4 \_\_\_\_\_ the results
- 5 \_\_\_\_\_ a concept

**3 Look at the pictures and circle the correct words.**



Here our scientist is  
analysing the results /  
giving a demonstration.



We always test out the  
products / invent the  
drink first.



On Fridays, our experts  
research ideas / give  
a demonstration.



And finally we do  
market research /  
solve any problems.

**4 What are the sentences about? Match 1–6 with the words in the box.**

design a prototype   do market research  
~~improve the design~~   invent characters  
solve any problems   test out a product

- 1 This game isn't very exciting.  
We need to make it faster.  
improve the design
- 2 This game stops after three minutes.  
We need to fix that.  
\_\_\_\_\_
- 3 The graphic designer has produced a new hero.  
\_\_\_\_\_
- 4 Let's ask some teenagers for their  
opinion on computer games.  
\_\_\_\_\_
- 5 Could you play this new game and tell me  
what you think?  
\_\_\_\_\_
- 6 This is our first model of the car.  
\_\_\_\_\_

### EXTRA!

If you worked in a computer games factory, which  
jobs would you like / not like to do?

I'd like to invent characters because I like drawing.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# 8 Basics

## Reporting verbs

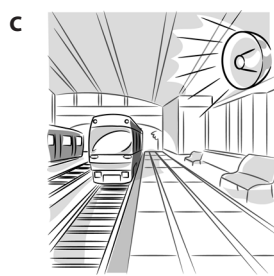
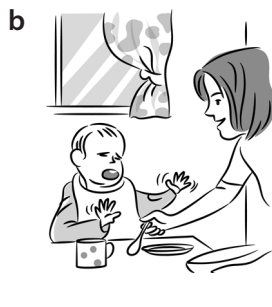
admit agree announce complain explain invite offer promise refuse suggest tell warn

### 1 Complete the reporting verbs with vowels.

- c \_ o \_ m p l \_ a \_ i \_ n  
 1 w \_ \_ r n  
 2 \_ \_ d m \_ \_ t  
 3 \_ \_ n n \_ \_ \_ n c \_ \_  
 4 r \_ \_ f \_ \_ s \_ \_  
 5 s \_ \_ g g \_ \_ s t  
 6 p r \_ \_ m \_ \_ s \_ \_  
 7 \_ \_ g r \_ \_ \_ \_  
 8 t \_ \_ l l

### 2 Match the pictures with the words in the box.

agree announce complain invite refuse warn



### 3 Match the reporting verbs 1–6 with the definitions a–f.

- |           |  |
|-----------|--|
| 1 promise | a say something                              |
| 2 offer   | b say you have done something wrong          |
| 3 explain | c express a possible plan                    |
| 4 suggest | d tell someone you can do something for them |
| 5 tell    | e say you will do something                  |
| 6 admit   | f give a reason for something                |

### 4 Circle the correct words.

Don't touch that! It's dangerous.

warn / tell

- 1 Would you like to come to my party?  
 suggest / invite
- 2 Listen! We're getting married.  
 announce / refuse
- 3 Why don't we have Chinese food tonight?  
 suggest / promise
- 4 OK. It was me. I finished the chocolate cake.  
 agree / admit
- 5 We were late because we missed the bus.  
 complain / explain

### 5 Complete the sentences with the words in the box.

agreed complained offered  
 promised refused warned

- The lifeguard warned us not to swim too far from the beach.
- 1 I \_\_\_\_\_ my mum I would be home by 11 o'clock.
- 2 The woman \_\_\_\_\_ about her food because it was cold.
- 3 The teacher \_\_\_\_\_ to give us some extra lessons before the exam, which was kind of her.
- 4 My dad \_\_\_\_\_ to drive us to the cinema tomorrow night.
- 5 My boss \_\_\_\_\_ to give me the day off on Saturday, so I have to work.

## Grammar

### Reported speech

Direct speech	Reported speech
<b>Present simple</b>	<b>Past simple</b>
'I live in Manchester.'	She said that she lived in Manchester.
<b>Present continuous</b>	<b>Past continuous</b>
'He isn't working in London.'	He said that he wasn't working in London.
<b>Past simple</b>	<b>Past perfect</b>
'They won the match.'	She said they'd won the match.
<b>Present perfect</b>	<b>Past perfect</b>
'We've known each other for three years.'	They said they'd known each other for three years.
<b>Future: will</b>	<b>would</b>
'You'll be rich and famous.'	I said you'd be rich and famous.
<b>Future: am / are / is going to</b>	<b>was / were going to</b>
'She's going to have a party.'	I said she was going to have a party.
<b>can</b>	<b>could</b>
'I can swim but I can't dive.'	You said you could swim but you couldn't dive.
<b>must / have to</b>	<b>had to</b>
'You must do your homework.'	She said I had to do my homework.
'I have to tidy my room.'	I said I had to tidy my room.

#### 1 Match the direct speech 1–7 with the reported speech a–g.

- |                               |                                    |
|-------------------------------|------------------------------------|
| 1 'He works in Paris.'        | a They said they wouldn't be late. |
| 2 'I'm going to sleep.'       | b I said she was having a shower.  |
| 3 'We won't be late.'         | c I said he worked in Paris.       |
| 4 'I went to the cinema.'     | d He said they had to be careful.  |
| 5 'They must be careful.'     | e I said he hadn't finished yet.   |
| 6 'You haven't finished yet.' | f I said I had gone to the cinema. |
| 7 'She's having a shower.'    | g I said I was going to sleep.     |

#### 2 Read the phone message in direct speech. Then circle the correct words to complete the email in reported speech.

'John, this is Martha. I'm not going to meet you later. My cousin has just arrived and we're eating lunch now. Last night I saw the new Brad Pitt film. He can act really well, you know. Anyway, I must go. I'll phone you soon. And please tell the others.'

Hi guys. Martha has just left a message. She said she <sup>(1)</sup>isn't / wasn't going to meet us later. Her cousin <sup>(2)</sup>has / had just arrived and they <sup>(3)</sup>were eating / ate lunch. She also said that she <sup>(4)</sup>have seen / had seen the new Brad Pitt film the night before and that he <sup>(5)</sup>can / could act really well. Then she said she <sup>(6)</sup>must / had to go and that she <sup>(7)</sup>is phoning / would phone me soon.

#### Time expressions in reported speech

today	that day
tomorrow	the day after / the following day
yesterday	the day before / the previous day
next week	the week after / the following week
last week	the week before / the previous week
ten years ago	ten years before
this year	that year

#### 3 Complete the reported speech sentences.

that day   that weekend   the day after  
the day before   the week after

'I went to the cinema yesterday.'  
He said he had gone to the cinema  
the day before.

- 'We're going to the beach tomorrow.'  
They said they were going to the beach \_\_\_\_\_.
- 'He's not at school today.'  
I said he wasn't at school \_\_\_\_\_.
- 'I'm going to visit Rome this weekend.'  
I said I was going to visit Rome \_\_\_\_\_.
- 'They'll come next week.'  
He said they would come \_\_\_\_\_.

# 8 Basics

## Reported questions

Direct question	Reported question
<b>Present simple</b>	<b>Past simple</b>
'What time do you start school?'	He asked me what time I started school.
<b>Present continuous</b>	<b>Past continuous</b>
'What are you watching?'	He asked us what we were watching.
<b>Past simple</b>	<b>Past perfect</b>
'What did you eat?'	She asked him what he had eaten.
<b>Present perfect</b>	<b>Past perfect</b>
'How long have you lived here?'	I asked her how long she had lived here.
<b>Future: will</b>	<b>would</b>
'What will they do?'	He asked them what they would do.
<b>Future: am / are / is going to</b>	<b>was / were going to</b>
'When are they going to arrive?'	I asked them when they were going to arrive.
<b>can</b>	<b>could</b>
'Where can I sit?'	She asked me where she could sit.
<b>must / have to</b>	<b>had to</b>
'What must I wear?'	I asked you what I had to wear.
'What do we have to write?'	We asked her what we had to write.

### 1 Match the direct questions 1–7 with the indirect questions a–g.

- |                                      |   |
|--------------------------------------|---|
| 1 'What is he doing?'                | a He asked me when they were going to be quiet. |
| 2 'What must I say?'                 | b He asked me where they would be.              |
| 3 'When are they going to be quiet?' | c We asked you where they had gone.             |
| 4 'Where did they go?'               | d I asked her when I could phone.               |
| 5 'When does he write emails?'       | e I asked you what he was doing.                |
| 6 'When can I phone?'                | f I asked her when he wrote emails.             |
| 7 'Where will they be?'              | g You asked me what you had to say.             |

### 2 Complete the reported questions with the words in the box.

he had lost   ~~he was saying~~   she had had  
she would try on   they could sleep  
we were going to read

'What is he saying?'

He asked me what he was saying.

1 'Where can they sleep?'

She asked me where \_\_\_\_\_.

2 'When did he lose his job?'

I asked her when \_\_\_\_\_ his job.

3 'What are you going to read?'

He asked us what \_\_\_\_\_.

4 'Where will you try on that dress?'

I asked her where \_\_\_\_\_ that dress.

5 'How long have you had that cat?'

He asked her how long \_\_\_\_\_ that cat.

### 3 Order the words to make reported questions.

'Did he become rich?'

if / rich / had / I asked them / he / become

I asked them if he had become rich.

1 'Do you write best-sellers?'

if / I asked her / best-sellers / she / wrote

2 'Have you been to New York?'

They asked us / New York / been / if / we / to / had

3 'Are they going to win the match?'

the match / going to / win / He asked me / they / if / were

4 'Can you run faster than your brother?'

his brother / run / if / he / could / She asked him / faster than

5 'Do we have to copy the sentences?'

copy / We asked her / the sentences / we / if / had to

## Language reference

### Reported speech

We use reported speech to report what someone has said.

- 'I live in Paris.'
- She said she lived in Paris.

The tense changes when we use reported speech.

- 'I have eaten breakfast.'
- He said he had eaten breakfast.

When we use direct speech, we write the exact words the person said inside quotation marks.

- 'I watch films on TV,' he said.

When we use reported speech we do not use quotation marks.

- He said he watched films on TV.

### Other changes in reported speech

Some personal pronouns (*I, you, etc*), possessive adjectives (*my, your, etc*), demonstrative adjectives (*this, that, etc*) and time expressions (*today, yesterday, etc*) change in reported speech.

- 'I'm leaving today.'
- She said she was leaving that day.

### Reported questions with question words

When we report questions with a question word, we use question word + subject + verb.

- 'Where do you live?'
- He asked me where I lived.

We change the tenses in the same way as in reported speech.

- 'What did you eat yesterday?'
- He asked me what I had eaten the day before.

### Reported yes / no questions

When we report questions without a question word, we use *if* + subject + verb.

- 'Do you live in London?'
- He asked me if I lived in London.

### Wordlist

Developing products	Reporting verbs
analyse the results	admit
design a prototype	agree
develop a concept	announce
develop the product	complain
do market research	explain
give a demonstration	invite
improve the design	offer
invent characters	promise
manufacture a product	refuse
research an idea	suggest
solve any problems	tell
test out the product	warn