



Answers

1. d) if
2. b) was
3. b) spoke
4. a) lived
5. d) if
6. a) had
7. a) was raining
8. a) if
9. d) worked
10. d) was coming
11. b) had enjoyed
12. c) had finished
13. c) asked
14. a) knew
15. c) were
16. c) went
17. c) had seen
18. d) if
19. b) was
20. b) needed



Explanations

1. “if” (d)

Yes/no questions are introduced by 'if' (or 'whether') in reported speech. We do not use 'that' (which is for statements) or 'what' (which is for wh-questions). The auxiliary 'do' is removed.

2. “was” (b)

Present simple 'are' backshifts to past simple 'was' in reported speech. The pronoun 'you' changes to 'I', and 'are' (used with 'you') changes to 'was' (used with 'I').

3. “spoke” (b)

In reported questions, we remove 'does' and backshift the verb: 'speak' (present simple) becomes 'spoke' (past simple). The word order is now statement order: subject + verb.

4. “lived” (a)

Remove 'do' and backshift: 'live' (present simple) becomes 'lived' (past simple). The question word order 'do you live' becomes statement order 'I lived'.

5. “if” (d)

This is a yes/no question, so we use 'if' (or 'whether') to introduce it in reported speech. We do not use 'that' (which is for statements) or 'what' (which is for wh-questions). 'When' asks about time, not yes/no.

6. “had” (a)

Remove 'do' and backshift: 'have' becomes 'had'. The word order changes from 'do they have' to statement order 'they had'.

7. “was raining” (a)

Present continuous 'is raining' backshifts to past continuous 'was raining'. The continuous aspect (-ing) is preserved.

8. “if” (a)

Yes/no questions need 'if' or 'whether' in reported speech. 'That' is only for reported statements. 'Do' is removed in reported questions.

9. “worked” (d)

Remove 'does' and backshift: 'work' becomes 'worked'. Note two other changes: 'your' becomes 'my', and 'here' becomes 'there'.

10. “was coming” (d)

Present continuous 'are coming' backshifts to past continuous 'was coming'. The pronoun 'you' changes to 'I', and 'are' changes to 'was'.

11. “had enjoyed” (b)

Remove 'did' and backshift: past simple 'enjoyed' becomes past perfect 'had enjoyed'. 'Did you enjoy' changes to 'I had enjoyed' in statement order.

12. “had finished” (c)

Present perfect 'have finished' backshifts to past perfect 'had finished'. The pronoun 'you' changes to 'I' and 'your' changes to 'my'.

13. “asked” (c)

For reported questions, we use 'asked' (not 'said' or 'told'). 'Said' and 'told' are for reported statements. 'Asked' can be used with or without a personal object: 'He asked if...' or 'He asked me if...'

14. “knew” (a)

Remove 'do' and backshift: 'know' (present simple) becomes 'knew' (past simple, irregular verb). Statement order: 'I knew'.

15. “were” (c)

Present simple 'are' backshifts to past simple 'were'. The subject 'the shops' is plural, so we use 'were' (not 'was'). Also note: 'today' changes to 'that day'.

16. “went” (c)

Remove 'does' and backshift: 'go' becomes 'went' (irregular verb). The demonstrative 'this' changes to 'that'. Statement order: 'that bus went'.

17. “had seen” (c)

Remove 'did' and backshift: past simple 'saw' becomes past perfect 'had seen'. The question 'did you see' becomes 'I had seen' in statement order.

18. “if” (d)

This is a yes/no question (starting with 'Have you...'), so we use 'if' (or 'whether') to introduce it. 'That' is for statements, not questions. 'Have' is removed in reported questions. 'Where' asks about location, not yes/no. The present perfect 'have been' backshifts to past perfect 'had been'.

19. “was” (b)

Present simple 'is' backshifts to past simple 'was'. Note: 'near here' changes to 'near there' because the reporting happens at a different location.

20. “needed” (b)

Remove 'do' and backshift: 'need' (present simple) becomes 'needed' (past simple). 'Was needing' is incorrect because 'need' is typically a stative verb and is not used in the continuous form.