

REPORTING VERBS **(In addition to say, tell, ask)**

- **Advise, order, remind**

Structure: *advise, order, remind + somebody to do something*

* **Negative:** *before verb (NOT to...)*

Examples: *'You should help your brother', he said. → He advised me to help my brother.*

'Be quiet', my professor told me. → My professor ordered me to be quiet.

- **Apologise**

Structure: *apologise + for + gerund*

* **Negative:** *apologise for + NOT + gerund*

Example: *'I'm sorry I told him the truth', Sophia said. → Sophia apologised for telling him the truth.*

- **Warn**

Structure: *warn + somebody NOT to do something.*

* **It is only used in the negative**

Example: *'Don't eat that mushroom. It's poisonous', Peter said. → Peter warned me not to eat that mushroom.*

- **Recommend, suggest**

Structure: *Recommend / suggest + gerund*

* **Negative:** *Recommend / suggest + NOT + gerund*

Example: *'Let's paint the walls with a different colour', he said. → He suggested painting the walls with a different colour.*

'You must go to visit her: she'll really appreciate it', my mum said. → My mum recommended visiting her.

- **Deny**

Structure: *Deny + gerund*

* **It is only used in the affirmative**

Example: *'I didn't break the window', Paula said. → Paula denied breaking the window.*

UPPER INTERMEDIATE LEVEL
(EXTRA GRAMMAR)

1. AGREE

Agree + to + infinitive

We agreed to meet the following day.

Agree + (that) + clause

I agreed that the children could do their homework later.

2. APOLOGISE

Apologise + (to + someone) + for + verb-ing

They apologised to us for being late.

She apologised for forgetting the book.

Apologise (+ to + someone) + for + noun

She apologised for the delay.

3. DECIDE

Decide + to + infinitive

They decided to go to the cinema.

Decide + (that) + clause

They decided that they would go to the cinema.

4. ENCOURAGE

Encourage + someone + to + infinitive

She encouraged him to take the exam again.

The teacher encouraged the students to ask questions.

5. EXPLAIN

Explain + (that) + clause

The teacher explained that the course was finished.

- **Explain + noun + to + someone**

She explained the grammar to the students.

○ NOT: ~~She explained me the grammar.~~

- **Explain + question word + to + infinitive**

They explained how to buy a train ticket on the internet.

John explained where to find the restaurant.

- **Explain + question word + clause**

We explained what the exams would cover.

6. INSIST*

Insist + on + verb-ing

He insisted on paying.

Insist + (that) + clause

He insisted that we sit down.

7. PROMISE

Promise + to + infinitive

He promised to arrive early.

Promise + (someone) + (that) + clause

I promised him that I wouldn't do it again.

8. RECOMMEND*

Recommend + verb-ing

I recommend visiting the British Museum while you're in London.

Recommend + (that) + clause

I recommend that you visit the British Museum

9. REMIND

Remind + someone + to + infinitive

She reminded him to take his keys.

Remind + someone + (that) + clause

They reminded me that there is a party tonight.

10. SUGGEST*

Suggest + verb-ing

I suggest leaving soon

Suggest + (that) + clause

I suggest that you come as soon as you can.

NOT: ~~I suggest him to come.~~