

FOUNDATION COURSE

PAPER 2: SECTION-B: BUSINESS CORRESPONDENCE AND REPORTING TEST-8

Max Marks:30

Q1 – The following sentences are given in direct/indirect speech. Out of the four alternatives suggested , select the one which best expresses the same sentence in indirect/direct speech.

1. Mona said, “The man was coming”.

- a) Mona said that the man had been coming.
- b) Mona said that the man has been coming.
- c) Mona said that the man was coming.
- d) Mona said that the man would have been coming.

2. The boy said to her teacher, “I have been writing articles since morning”.

- a) The boy said to his teacher that he has been writing articles since morning.
- b) The boy said to his teacher that he had been writing articles since morning.
- c) The boy said to his teacher that he is writing articles since morning.
- d) The boy said to his teacher that he was writing articles since morning.

3. I said, “I came here yesterday,”

- a) I said that I came here that day.
- b) I said that go here yesterday.
- c) I said that I had come there the previous day.
- d) I say that I went there the previous day.

4. Darwin said that humans have evolved from apes.

- a) Darwin said, “Humans had evolved from apes”
- b) Darwin said, “Humans have evolved from apes”
- c) Darwin state that humans could have evolved from apes.
- d) Darwin mention humans evolution to be from apes.

5. The king said, “My force will protect the kingdom.”

- a) The king said that his force would protect the kingdom.
- b) The king said that the king's force will protect the kingdom.
- c) The king ordered that our force should protect the kingdom.
- d) The king commanded that his force will be protected the kingdom.

6. Sam said, "They came at nine".

- a) Sam informed us that they came at nine.
- b) Sam said they came at nine.
- c) Sam told us that they came at nine.
- d) Sam said that they had come at nine.

7. She said, "Smoking is injurious to health".

- a) She told that smoking is injurious to health.
- b) She said that smoking was injurious to health.
- c) She said that smoking had been injurious to health.
- d) She said that smoking is injurious to health.

8. Ann told my brother, "I will meet you in your class."

- e) Ann told my brother that he will meet her in her class.
- f) Ann told my brother that I would meet you in your class.
- g) Ann told my brother that she would meet him in his class.
- h) Ann told my brother that she would meet him in her class..

9. She told me that she hadn't known about that the week before.

- a) She said to me, "I did not know about that last week".
- b) She said to me, "I did not know about that past week".
- c) She said to me, "I had known about this last week".
- d) She said to me, "I did not know about this last week".

10. She said, "We will be going to the stadium tomorrow".

- a) She said she would be going to the stadium tomorrow.
- b) She said that they would be going to the stadium, the next day.
- c) She told that "We would be going to the stadium, tomorrow".
- d) She asked, "We will be going to the stadium, the next day".

11. The policeman told the students, "Do not park your vehicles here."

- a) The policeman asked them not park your vehicles here
- b) The policeman asked them not to park their vehicles here.
- c) The policeman asked them not to park their vehicles there.
- d) The policeman asked them not to park his vehicle here.

12. She tells me that I am indeed very witty.

- e) She tells me. "You are very witty indeed".
- f) She tells me. "I am, indeed, very witty".
- g) She says to me. "You are, indeed, very witty".
- h) She says to me, "You are very witty indeed".

13. He said that he had passed the accounts test.

- a) He said, "I have passed the accounts test".
- b) He said, "I has passed the accounts test".
- c) He said, "I will pass the accounts test".
- d) He said, "I pass the accounts test".

14. I said to Nandinee, "Please help me with my homework."

- a) I requested Nandinee to help me in my homework.
- b) I requested Nandinee to help me with my homework.
- c) I requested Nandinee to help me in homework.
- d) Nandinee requested me to help her with her homework.

15. We said, "We are quite happy now".

- a) We told that we were quite happy now.
- b) We said we are quite happy now.
- c) We said that we are quite happy then.
- d) We said that we were quite happy then.