

Introductory Verbs

introductory verb	direct speech	reported speech
+ to - Inf		
agree	'Yes, I'll lend you the money.'	He agreed to lend me the money.
*claim	'I saw the robbers.'	He claimed to have seen the robbers.
demand	'Give me the money.'	He demanded to be given the money.
offer	'Would you like me to help you?'	He offered to help me.
*promise	'I'll return the book to you soon.'	He promised to return the book to me soon.
refuse	'No, I won't call her.'	He refused to call her.
*threaten	'Stop shouting or I'll punish you.'	He threatened to punish her if she didn't stop shouting.
+ sb + to - inf		
advise	'You should eat more fruit.'	He advised me to eat more fruit.
allow	'You can go to the party.'	He allowed me to go to the party.
ask	'Could you do me a favour?'	He asked me to do him a favour.
beg	'Please, please don't hurt me.'	He begged them not to hurt him.
command	'Put your hands up.'	He commanded them to put their hands up.
forbid	'You mustn't stay out late.'	He forbade me to stay out late.
invite	'Will you come to my wedding?'	He invited me to (go to) his wedding.
order	'Go to your room!'	He ordered me to go to my room.
*remind	'Don't forget to buy some milk.'	He reminded me to buy some milk.
warn	'Don't touch the iron.'	He warned me not to touch the iron.
+ -ing form		
'accuse sb of	'You committed the crime.'	He accused her of committing/having committed the crime.
*admit (to)	'Yes, I gave away your secret.'	He admitted (to) giving/having given away my secret.
apologise for	'I'm sorry I'm late.'	He apologised for being late.
*boast about/of	'I'm the best student in my class.'	He boasted about/of being the best student in his class.
*complain to sb of	'I have noisy neighbours.'	He complained of having noisy neighbours.
*deny	'No, I didn't use your computer.'	He denied using/having used my computer.
*insist on	'You must finish by Friday.'	He insisted on me/my finishing by Friday.
*suggest	'Let's go out to dinner.'	He suggested going out to dinner.
explain to sb + how	'That's how it works.'	He explained to us how it worked.
+ that - clause		
explain	'I don't like him because he's rude.'	She explained that she didn't like him because he was rude.
inform sb	'The results will come out tomorrow.'	He informed us that the results would come out the next day.
exclaim/remark	'What a glorious day!'	He exclaimed/remarked that it was a glorious day.

* Note: The verbs marked with an asterisk can also be followed by a that - clause in reported speech.

e.g. He **claimed that** he had won a prize.

He **promised that** he would call.

He **threatened that** he would leave.

He **reminded me that** I had a meeting that afternoon.

He **admitted that** he was wrong.

He **boasted that** he was very rich.

He **complained that** he didn't earn enough money.

He **denied that** he had taken the money.

He **insisted that** I (should) work on Saturday.

He **suggested that** we (should) take out a loan.