a) Reporting Verbs for Statements

These verbs are typically followed by a `that` **clause** (where "that" can often be omitted in spoken English) to relay factual information, claims, or arguments.

- **Say:** *He **said** (that) he was leaving.*
- **Tell (requires an object):** *She **told me** (that) she had finished.*
- **Explain:** *They **explained** that the train was delayed.*
- **State:** *The politician **stated** that he would lower taxes.*
- **Announce:** *The teacher **announced** that the test was canceled.*
- **Mention:** *He **mentioned** that he had run out of milk.*
- **Reply / Answer:** *She **replied** that she didn't know.*
- **Claim:** *He **claimed** that he had seen a UFO.*
- **Complain:** *They **complained** that the room was too cold.*

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b) Reporting Verbs for Questions

These verbs are used to report inquiries and change the sentence structure into a standard declarative statement (no question marks, no inversion).

- **Ask:** *He **asked** if I was hungry. / She **asked** what time it was.*
- **Wonder:** *I **wondered** why she hadn't called.*
- **Want to know:** *They **wanted to know** where the library was.*
- **Inquire:** *The clerk **inquired** whether we had a reservation.*

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c) Reporting Verbs for Imperatives

These verbs express commands, requests, advice, or warnings and strictly follow the syntax: `Verb + Object + to-infinitive` (or *not to-infinitive*).

- **Order / Command:** *The officer **ordered him to halt**.*
- **Tell:** *My mother **told me to clean** my room.*
- **Ask (Request):** *She **asked me to close** the door.*
- **Beg:** *He **beged her to stay**.*
- **Forbid:** *They **forbade their kids to use** the computer.*
- **Warn:** *The lifeguard **warned us not to swim** today.*

- **Advise:** *The doctor **advised me to rest**.*
- **Invite:** *They **invited us to join** them.*

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d) Verbs with Their Own Specific Syntax

Many reporting verbs do not fit standard clauses and require specific gerunds (`-ing`), prepositions, or infinitives.

1. Verb + `to + infinitive`

- **Offer:** *He **offered to carry** my bags.*
- **Refuse:** *She **refused to sign** the paper.*
- **Agree:** *They **agreed to meet** at noon.*
- **Promise:** *He **promised to help** me.*
- **Threaten:** *The landlord **threatened to evict** them.*

2. Verb + `-ing` (Gerund)

- **Admit:** *He **admitted stealing** the wallet.*
- **Deny:** *She **denied breaking** the vase.*
- **Suggest:** *He **suggested taking** a taxi.*
- **Recommend:** *The guide **recommended visiting** the museum.*

3. Verb + Preposition + `-ing`

- **Apologize for:** *He **apologized for being** late.*
- **Insist on:** *She **insisted on paying** for dinner.*
- **Accuse [someone] of:** *They **accused him of lying**.*
- **Blame [someone] for:** *Don't **blame me for losing** the keys.*
- **Congratulate [someone] on:** *She **congratulated me on passing** the exam.*

4. Verb + `that + Subjunctive / Base Verb`

(Mainly used for formal suggestions, demands, and rules where the secondary verb remains in its base form)

- **Suggest / Recommend:** *I **suggest** that he **go** (not "goes") immediately.*
- **Insist:** *She **insisted** that he **be** present.*
- **Demand:** *They **demanded** that the manager **refund** their money.*