

Reporting verbs

Reporting verbs are verbs which allow you to repeat what someone else has said or written. These are necessary for the Re-tell Lecture item types. There are different types of reporting verbs depending on how you feel about what the person said or wrote. For most of the Re-tell lecture item types, you are repeating what the person said and should use neutral reporting verbs which simply state or repeat what you heard.

Neutral reporting verbs

Type of reporting verb	Example verbs	Example sentences
These verbs repeat without commenting on the speaker's position.	say, describe, report, express, outline, present, discuss	<p>The speaker described the policies introduced by the government.</p> <p>The speaker outlined the steps taken by the university to increase student numbers.</p> <p>She described the changes in the eco system.</p> <p>He reported that there has been a significant increase in the number of people travelling abroad.</p>

Positive reporting verbs

Type of reporting verb	Example verbs	Example sentences
These verbs show how to speaker felt about the information they were providing.	analyses, proves, identifies, supports, persuades	<p>The speaker argued that the most effective treatment for diabetes is a low GI diet.</p> <p>The speaker identifies 3 reasons why museums are important for society.</p> <p>The speakers supported the idea that there should be compulsory voting.</p> <p>She analysed the different arguments for the new policy.</p>

Common reporting verbs

Present tense	Past tense
report	reported
say	said
describe	described
show	showed
present	presented
state	stated
claim	claimed
explain	explained
express	expressed
discuss	discussed
identify	identified
outline	outlined
talk about	talked about