

Atas e relatos: verbos para relatar o que foi dito

Inglês B2 · Gabarito

O essencial: Advise, warn e remind levam pessoa + to + verbo. Cada uma das 20 respostas do gabarito indica a regra aplicada, para entender o erro e não apenas copiar a resposta.

Nível: Inglês B2 (QECR, intermediário superior) · **Referência oficial:** QECR B2 (Companion Volume 2020), QECR B2 Mediação

Gabarito de reporting verbs (B2)

Atividade 1. Say ou tell?

a) told; b) said; c) tell; d) said. Tell pede a pessoa, say não pede.

Resposta final: **told / said / tell / said.**

Atividade 2. Advise + to

a) to rest; b) not to be; c) to call. Pessoa + to + verbo.

Resposta final: **to rest / not to be / to call.**

Atividade 3. Verbo + -ing

Deny, suggest e admit pedem -ing.

Resposta final: **taking / meeting / being.**

Atividade 4. Preposição certa

a) of; b) for; c) for; d) on; e) on.

Resposta final: **of / for / for / on / on.**

Atividade 5. Verbo + to

Promise, refuse e offer pedem infinitivo com to.

Resposta final: **to send / to sign / to help.**

Atividade 6. Traduza

a) He denied taking the money. b) She insisted on paying. c) The doctor advised me to rest.

Resposta final: **denied taking / insisted on paying / advised me to rest.**

Atividade 7. Corrija o erro

a) He told me that he was tired. b) She suggested going. (ou that I go) c) I apologise to you for the delay.

Resposta final: **told me / suggested going / apologise to you.**

Atividade 8. Relate com o verbo indicado

a) Yasmin apologised for missing the deadline. b) Caio advised Luana to see a lawyer. c) Thiago accused Davi of stealing his idea. d) Bernardo insisted that he hadn't opened the file.

Resposta final: **apologised for missing / advised ... to see / accused ... of stealing / insisted that.**

Atividade 9. Escolha o padrão

a) admitted making; b) agreed to meet; c) recommended booking; d) warned us not to swim.

Resposta final: **making / to meet / booking / not to swim.**

Atividade 10. Complete com a preposição

a) for; b) of; c) for; d) on.

Resposta final: **for / of / for / on.**

Atividade 11. Leia a ata de reunião

a) Que não tinha aberto o arquivo. b) Bernardo na impressora. c) Que os dois falassem com o RH. d) Por ter levantado a voz.

Resposta final: **não abriu / viu na impressora / falar com o RH / levantar a voz.**

Atividade 12. Reescreva em fala relatada

a) He promised to send the report the next day. b) The technician warned us not to touch the machine. c) Isadora suggested leaving early.

Resposta final: **promised to send / warned us not to touch / suggested leaving.**

Atividade 13. Claim, admit, deny, insist

a) to be; b) forgetting; c) knowing; d) on paying.

Resposta final: **to be / forgetting / knowing / on paying.**

Atividade 14. Traduza com verbos de relato

a) She claimed that she hadn't received the email. b) The customer apologised for shouting.
c) They accused me of lying.

Resposta final: **claimed that / apologised for shouting / accused me of lying.**

Atividade 15. Ordene as palavras

a) The manager accused him of lying. b) He apologised for being late. c) The lawyer advised me to wait.

Resposta final: **The manager accused him of lying. / He apologised for being late. / The lawyer advised me to wait.**

Atividade 16. Relate o incidente

Modelo: Davi accused Caio of deleting his files. Caio insisted that he hadn't done it. He apologised for the mess. The boss advised them both to call IT.

Confira: os quatro verbos e seus padrões. Resposta final: **accused of deleting / insisted that / apologised for / advised to call.**

Atividade 17. Mediação: relate ao supervisor

Modelo: The customer claimed that he hadn't received the order and demanded a refund. He accused us of sending the wrong product, but I insisted that we had checked everything. My supervisor advised me to offer a discount.

Confira: claim that, accuse of + -ing, insist that e advise ... to. Resposta final: **claimed that / accused us of sending / insisted that / advised me to offer.**

Atividade 18. Explique a diferença

a) a primeira é uma proposta para o grupo; a segunda é um conselho dirigido a mim. b) say não tem pessoa; tell tem. c) a primeira nega um fato; a segunda recusa uma ação.

Resposta final: **proposta x conselho / sem pessoa x com pessoa / negar x recusar.**

Atividade 19. Troque pelo verbo de relato

a) She refused to pay the fine. b) The director criticised me for being rude to the client. c) Thiago admitted breaking the printer. d) The technician insisted that the file was safe.

Resposta final: **refused to pay / criticised me for being / admitted breaking / insisted that.**

Atividade 20. Escreva uma ata

Modelo: The director announced that sales had grown. Marcos claimed to have fixed the error. Luana apologised for missing the call. The team agreed to meet on Friday. HR advised everyone to update their passwords.

Confira: cinco verbos e quatro padrões, preposições corretas. Resposta final: **ata com cinco verbos de relato.**