

▶ When **this/these** are used in time expressions, they change to **that/those**.

e.g. **this week** → **that week**, **these days** → **those days**

▶ When **this/that/these/those** are not used in time expressions, they change as follows:

a) as adjectives, that is, when they are followed by a noun, they change to **the**.

e.g. **'This cake is delicious,'** Pam told me. → Pam told me (that) **the cake** was delicious.

b) as pronouns, that is, when they are not followed by a noun, they change to **it or they/them**.

e.g. a) **'This is a brilliant idea,'** Debbie said. → Debbie said (that) **it** was a brilliant idea.

b) He said, **'Those are the men who helped me.'** → He said (that) **they** were the men who (had) helped him.