

## AUXILIARY VERBS

Auxiliary Verbs are the verbs be, do, have, will when they are followed by another verb (the full verb) in order to form a question, a negative sentence, a compound tense or the passive.

# Auxiliary Verbs

### Auxiliary Verbs



### Examples



Am

I **am** sorry for what I have done.

Is

He **is** a great all-round player.

Are

You **are** never too old to learn.

Was

He **was** elected by a unanimous vote.

Were

The children **were** playing with a ball.

Be

Music will **be** played on a phonograph.

Been

This actress has **been** divorced from her husband.

Will

He **will** not play volleyball.

Has

He **has** bought some tropical fruits.

Have

Our guests **have** arrived.

Had

I **had** not seen him for 15 years.

Do

I **do** not feel like going out tonight.

Does

**Does** your job fulfil your expectations?

Did

**Did** you have a nice holiday?

# Tenses

## [The English Tense System](#)

The links below are to lessons for each of the 12 basic tenses. In each lesson we look at two aspects of the tense:

- **Structure:** How do we make the tense?
- **Use:** When and why do we use the tense?

Some lessons look at additional aspects, and most of them finish with a quiz to check your understanding.

### [Present Tense](#)

I do do, I do

### [Present Continuous Tense](#)

I am doing, I am doing tomorrow

### [Present Perfect Tense](#)

I have done

### [Present Perfect Continuous Tense](#)

I have been doing

### [Past Tense](#)

I did do, I did

### [Past Continuous Tense](#)

I was doing

### [Past Perfect Tense](#)

I had done

### [Past Perfect Continuous Tense](#)

I had been doing

### [Future Tense](#)

I will do

### [Future Continuous Tense](#)

I will be doing

### [Future Perfect Tense](#)

I will have done

### [Future Perfect Continuous Tense](#)

I will have been doing

Many English learners worry too much about tense. If you stopped 100 native English speakers in the street and asked them about tense, one of them might give you an intelligent answer—if you were lucky. The other 99 would know little about terms like "past perfect" or "present continuous". And they would know nothing about aspect, voice or mood. But they can all speak fluent English and communicate effectively. Of course, for ESL it helps to know about tenses, but don't become obsessed with them. Be like those native speakers! Speak naturally!

# Simple Present Tense

*I sing*

## How do we make the Simple Present Tense?

subject + auxiliary verb + main verb

do

base

There are three important **exceptions**:

1. For positive sentences, **we do not normally use the auxiliary**.
2. For the 3rd person singular (he, she, it), we add **s** to the main verb or **es** to the auxiliary.
3. For the verb **to be**, we do not use an auxiliary, even for questions and negatives.

Look at these examples with the main verb *like*:

	subject	auxiliary verb		main verb	
+	I, you, we, they			like	coffee.
	He, she, it			likes	coffee.
-	I, you, we, they	do	not	like	coffee.
	He, she, it	does	not	like	coffee.
?	Do	I, you, we, they		like	coffee?
	Does	he, she, it		like	coffee?

Look at these examples with the main verb *be*. Notice that there is no auxiliary:

	subject	main verb		
+	I	am		French.
	You, we, they	are		French.
	He, she, it	is		French.
-	I	am	not	old.
	You, we, they	are	not	old.
	He, she, it	is	not	old.
?	Am	I		late?

Are	you, we, they		late?
Is	he, she, it		late?

### **How do we use the Simple Present Tense?**

We use the simple present tense when:

- the action is general
- the action happens all the time, or habitually, in the past, present and future
- the action is not only happening now
- the statement is always true

<b>John drives a taxi.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
<hr style="border: 2px solid black;"/>		
It is John's job to drive a taxi. He does it every day. Past, present and future.		

Look at these examples:

- I live in New York.
- The Moon goes round the Earth.
- John drives a taxi.
- He does not drive a bus.
- We do not work at night.
- Do you play football?

Note that with the verb **to be**, we can also use the simple present tense for situations that are not general. We can use the simple present tense to talk about **now**. Look at these examples of the verb "to be" in the simple present tense—some of them are **general**, some of them are **now**:

<b>Am I right?</b>		
<b>Tara is not at home.</b>		
<b>You are happy.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
<hr style="border: 2px solid black;"/>		
The situation is now.		

I am not fat.  
Why are you so beautiful?  
Ram is tall.

**past**

**present**

**future**

\_\_\_\_\_

The situation is general. Past, present and future.

This page shows the use of the simple present tense to talk about general events. But note that there are some other uses for the simple present tense, for example in conditional or **if** sentences, or to talk about the **future**. You will learn about those later.

# Present Continuous Tense

## *I am singing*

We often use the present continuous tense in English. It is very different from the simple present tense, both in structure and in use.

In this lesson we look the structure and use of the present continuous tense, followed by a quiz to check your understanding:

- [Structure: how do we make the present continuous tense?](#)
- [Use: when and why do we use the present continuous tense?](#)
- [Spelling: how do we spell verbs with -ing for the present continuous tense?](#)
- [Present Continuous Tense Quiz](#)

**Continuous** tenses are also called **progressive** tenses. So the present progressive tense is the same as the present continuous tense.

## How do we make the Present Continuous Tense?

The structure of the present continuous tense is:

subject + auxiliary verb + main verb  
                                   be                                  base + ing

Look at these examples:

	subject	auxiliary verb		main verb	
+	I	am		speaking	to you.
+	You	are		reading	this.
-	She	is	not	staying	in London.
-	We	are	not	playing	football.
?	Is	he		watching	TV?
?	Are	they		waiting	for John?


# How do we use the Present Continuous Tense?

We use the present continuous tense to talk about:

- action happening now
- action in the future

## ***Present continuous tense for action happening now***

a) for action happening **exactly now**

I am eating my lunch.		
past	present	future
		
The action is happening now.		

Look at these examples. Right now you are looking at this screen and at the same time...



...the pages are turning.




...the candle is burning.



...the numbers are spinning.

b) for action happening **around now**

The action may not be happening exactly now, but it is happening just before and just after now, and it is not permanent or habitual.

John is going out with Mary.		
past	present	future
		
The action is happening around now.		

Look at these examples:

- Muriel **is learning** to drive.
- I **am living** with my sister until I find an apartment.

## Present continuous tense for the future

We can also use the present continuous tense to talk about the **future**—if we add a **future word**!! We must add (or understand from the context) a future word. "Future words" include, for example, **tomorrow, next year, in June, at Christmas** etc. We only use the present continuous tense to talk about the future when we have planned to do something before we speak. We have already **made a decision and a plan** before speaking.

I am taking my exam next month.		
past	present	future
	!!!	—————
	A firm plan or programme exists now.	The action is in the future.

Look at these examples:

- We're **eating** in a restaurant tonight. We've already booked the table..
- They can play tennis with you tomorrow. They're not **working**.
- When **are** you **starting** your new job?

In these examples, we have a **firm plan or programme before speaking**. The decision and plan were made **before** speaking.

## How do we spell the Present Continuous Tense?

We make the present continuous tense by adding -ing to the base verb. Normally it's simple—we just add -ing. But sometimes we have to change the word a little. Perhaps we double the last letter, or we drop a letter. Here are the rules to help you know how to spell the present continuous tense.

<b>Basic rule</b>	Just add <b>-ing</b> to the base verb:		
	work	>	working
	play	>	playing
	assist	>	assisting
	see	>	seeing
	be	>	being
<b>Exception 1</b>	If the base verb ends in <b>consonant + stressed vowel + consonant</b> , double the last letter:		

**s**

**t**

**o**



	consonant	stressed vowel	consonant
	(vowels = a, e, i, o, u)		
	stop	>	stopping
	run	>	running
	begin	>	beginning
	<i>Note that this exception does <b>not</b> apply when the last syllable of the base verb is not stressed:</i>		
	open	>	opening
<b>Exception 2</b>	If the base verb ends in <b>ie</b> , change the <b>ie</b> to <b>y</b> :		
	lie	>	lying
	die	>	dying
<b>Exception 3</b>	If the base verb ends in <b>vowel + consonant + e</b> , omit the <b>e</b> :		
	come	>	coming
	mistake	>	mistaking

# Present Perfect Tense

## *I have sung*

The present perfect tense is a rather important tense in English, but it gives speakers of some languages a difficult time. That is because it uses concepts or ideas that do not exist in those languages. In fact, the **structure** of the present perfect tense is very simple. The problems come with the **use** of the tense. In addition, there are some differences in usage between British and American English.

In this lesson we look at the structure and use of the present perfect, followed by a quiz to check your understanding:

- [Structure: how to make the present perfect tense](#)
- [Use: when and why to use the present perfect tense](#)
- [For and Since with the present perfect tense. What's the difference?](#)
- [Present Perfect Quiz](#)

The present perfect tense is really a very interesting tense, and a very useful one. Try not to translate the present perfect tense into your language. Just try to accept the concepts of this tense and learn to "think" present perfect! You will soon learn to **like** the present perfect tense!

## How do we make the Present Perfect Tense?

The structure of the present perfect tense is:

subject + auxiliary verb + main verb  
                                   have                    past participle

Here are some examples of the present perfect tense:

	subject	auxiliary verb		main verb	
+	I	have		seen	ET.
+	You	have		eaten	mine.
-	She	has	not	been	to Rome.
-	We	have	not	played	football.

?	Have	you		finished?	
?	Have	they		done	it?

## Contractions with the present perfect tense

When we use the present perfect tense in speaking, we usually contract the subject and auxiliary verb. We also sometimes do this when we write.

I have	I've
You have	You've
He has	He's
She has	She's
It has	It's
John has	John's
The car has	The car's
We have	We've
They have	They've

**He's or he's???** Be careful! The 's contraction is used for the auxiliary verbs *have* and *be*. For example, "It's eaten" can mean:

- It **has** eaten. [present perfect tense, active voice]
- It **is** eaten. [present tense, passive voice]

It is usually clear from the context.

Here are some examples:

- I've finished my work.
- John's seen ET.
- They've gone home.

## How do we use the Present Perfect Tense?

This tense is called the **present** perfect tense. There is always a connection with the past and with the **present**. There are basically three uses for the present perfect tense:

1. experience
2. change
3. continuing situation

### 1. Present perfect tense for experience

We often use the present perfect tense to talk about **experience** from the past. We are not interested in **when** you did something. We only want to know **if** you did it:

I have seen ET.

He has lived in Bangkok.  
Have you been there?  
We have never eaten caviar.

past	present	future
■	!!!	
The action or state was in the past.	In my head, I have a memory now.	

**Connection with past:** the event was in the past.

**Connection with present:** in my head, **now**, I have a memory of the event; I **know** something about the event; I have **experience** of it.

## 2. Present perfect tense for change

We also use the present perfect tense to talk about a **change** or **new** information:

I have bought a car.		
past	present	future
-	+	
Last week I didn't have a car.	Now I have a car.	

John has broken his leg.		
past	present	future
+	-	
Yesterday John had a good leg.	Now he has a bad leg.	

Has the price gone up?		
past	present	future
+	-	
Was the price \$1.50 yesterday?	Is the price \$1.70 today?	

The police have arrested the killer.		
<b>past</b>	<b>present</b>	<b>future</b>
-	+	
Yesterday the killer was free.	Now he is in prison.	

**Connection with past:** the past is the opposite of the present.

**Connection with present:** the present is the opposite of the past.

Americans do not use the present perfect tense so much as British speakers. Americans often use the past tense instead. An American might say "Did you have lunch?", where a British person would say "Have you had lunch?"

### 3. Present perfect tense for continuing situation

We often use the present perfect tense to talk about a **continuing situation**. This is a state that started in the **past** and continues in the **present** (and will probably continue into the future). This is a **state** (not an action). We usually use **for** or **since** with this structure.

I have worked here since June. He has been ill for 2 days. How long have you known Tara?		
<b>past</b>	<b>present</b>	<b>future</b>
The situation started in the past.	It continues up to now.	(It will probably continue into the future.)

**Connection with past:** the situation started in the past.

**Connection with present:** the situation continues in the present.

## For & Since with Present Perfect Tense

We often use **for** and **since** with the present perfect tense.

- We use **for** to talk about a **period** of time—5 minutes, 2 weeks, 6 years.
- We use **since** to talk about a **point** in past time—9 o'clock, 1st January, Monday.

for	since
<b>a period of time</b>	<b>a point in past time</b>
—————	x-----
20 minutes	6.15pm
three days	Monday
6 months	January
4 years	1994
2 centuries	1800
a long time	I left school
ever	the beginning of time
etc	etc

Here are some examples:

- I have been here **for** 20 minutes.
- I have been here **since** 9 o'clock.
- John hasn't called **for** 6 months.
- John hasn't called **since** February.
- He has worked in New York **for** a long time.
- He has worked in New York **since** he left school.

**For** can be used with all tenses. **Since** is usually used with perfect tenses only.

# Present Perfect Continuous Tense

*I have been singing*

## How do we make the Present Perfect Continuous Tense?

The structure of the present perfect continuous tense is:

subject + auxiliary verb + auxiliary verb + main verb

have  
has

been

base + ing

Here are some examples of the present perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	have		been	waiting	for one hour.
+	You	have		been	talking	too much.
-	It	has	not	been	raining.	
-	We	have	not	been	playing	football.
?	Have	you		been	seeing	her?
?	Have	they		been	doing	their homework?

## Contractions

When we use the present perfect continuous tense in speaking, we often contract the subject and the first auxiliary. We also sometimes do this in informal writing.

I have been	I've been
You have been	You've been
He has been	He's been
She has been	She's been
It has been	It's been
John has been	John's been
The car has been	The car's been

We have been	We've been
They have been	They've been

Here are some examples:

- I've been reading.
- The car's been giving trouble.
- We've been playing tennis for two hours.

### ***How do we use the Present Perfect Continuous Tense?***

This tense is called the **present** perfect continuous tense. There is usually a connection with the **present** or now. There are basically two uses for the present perfect continuous tense:

#### **1. An action that has just stopped or recently stopped**

We use the present perfect continuous tense to talk about an **action** that started in the past and stopped recently. There is usually a result **now**.

I'm tired because I've been running.		
<b>past</b>	<b>present</b>	<b>future</b>
█	!!!	
Recent action.	Result now.	

- I'm tired <sup>[now]</sup> because I've **been running**.
- Why is the grass wet <sup>[now]</sup>? **Has it been raining?**
- You don't understand <sup>[now]</sup> because you **haven't been listening**.

#### **2. An action continuing up to now**

We use the present perfect continuous tense to talk about an **action** that started in the past and is continuing **now**. This is often used with **for** or **since**.

I have been reading for 2 hours.		
<b>past</b>	<b>present</b>	<b>future</b>
████████████████████		
Action started in past.	Action is continuing now.	

- I **have been reading for** 2 hours. [I am still reading now.]



- We've **been studying** **since** 9 o'clock. [We're still studying now.]
- How long **have** you **been learning** English? [You are still learning now.]
- We **have** not **been smoking**. [And we are not smoking now.]

### ***For and Since with Present Perfect Continuous Tense***

We often use **for** and **since** with the present perfect tense.

- We use **for** to talk about a **period** of time—5 minutes, 2 weeks, 6 years.
- We use **since** to talk about a **point** in past time—9 o'clock, 1st January, Monday.

for	since
<b>a period of time</b>	<b>a point in past time</b>
20 minutes	6.15pm
three days	Monday
6 months	January
4 years	1994
2 centuries	1800
a long time	I left school
ever	the beginning of time
etc	etc

Here are some examples:

- I have been studying **for** 3 hours.
- I have been watching TV **since** 7pm.
- Tara hasn't been feeling well **for** 2 weeks.
- Tara hasn't been visiting us **since** March.
- He has been playing football **for** a long time.
- He has been living in Bangkok **since** he left school.

**For** can be used with all tenses. **Since** is usually used with perfect tenses only.

# Simple Past Tense

**I sang**

The **simple past tense** is sometimes called the preterit tense. We can use several tenses to talk about the past, but the simple past tense is the one we use most often.

In this lesson we look at the structure and use of the simple past tense, followed by a quiz to check your understanding:

## How do we make the Simple Past Tense?

To make the simple past tense, we use:

- **past form** only  
or
- auxiliary **did** + **base form**

Here you can see examples of the **past form** and **base form** for irregular verbs and regular verbs:

	<b>V1 base</b>	<b>V2 past</b>	<b>V3 past participle</b>	
regular verb	<b>work explode like</b>	<b>worked exploded liked</b>	worked exploded liked	The past form for all regular verbs ends in -ed.
irregular verb	<b>go see sing</b>	<b>went saw sang</b>	gone seen sung	The past form for irregular verbs is variable. You need to learn it by heart.
			You do not need the past participle form to make the simple past tense. It is shown here for completeness only.	

The structure for **positive** sentences in the simple past tense is:

**subject + main verb**

past

The structure for **negative** sentences in the simple past tense is:

**subject + auxiliary verb + not + main verb**

did

base

The structure for **question** sentences in the simple past tense is:

**auxiliary verb + subject + main verb**

did

base

The auxiliary verb **did** is not conjugated. It is the same for all persons (I did, you did, he did etc). And the base form and past form do not change. Look at these examples with the main verbs **go** and **work**:

	subject	auxiliary verb		main verb	
+	I			went	to school.
	You			worked	very hard.
-	She	did	not	go	with me.
	We	did	not	work	yesterday.
?	Did	you		go	to London?
	Did	they		work	at home?

**Exception!** The verb **to be** is different. We conjugate the verb to be (I was, you were, he/she/it was, we were, they were); and we do **not** use an auxiliary for negative and question sentences. To make a question, we exchange the subject and verb. Look at these examples:

	subject	main verb		
+	I, he/she/it	was		here.
	You, we, they	were		in London.
-	I, he/she/it	was	not	there.
	You, we, they	were	not	happy.
?	Was	I, he/she/it		right?
	Were	you, we, they		late?

## How do we use the Simple Past Tense?

We use the simple past tense to talk about an action or a situation—an event—in the past. The event can be **short** or **long**.

Here are some **short** events with the simple past tense:

<p>The car exploded at 9.30am yesterday.            She went to the door.            We did not hear the telephone.            Did you see that car?</p>		
<b>past</b>	<b>present</b>	<b>future</b>
■		
The action is in the past.		

Here are some **long** events with the simple past tense:

<p>I lived in Bangkok for 10 years.            The Jurassic period lasted about 62 million years.            We did not sing at the concert.            Did you watch TV last night?</p>		
<b>past</b>	<b>present</b>	<b>future</b>
■■■■■■■■■■		
The action is in the past.		

Notice that it does not matter how long ago the event is: it can be a few minutes or seconds in the past, or millions of years in the past. Also it does not matter how long the event is. It can be a few milliseconds (car explosion) or millions of years (Jurassic period). We use the simple past tense when:

- the event is **in the past**
- the event is **completely finished**
- we say (or understand) the **time** and/or **place** of the event

In general, if we say the **time** or **place** of the event, we must use the simple past tense; we cannot use the present perfect.

Here are some more examples:

- I **lived** in that house when I was young.
- He **didn't like** the movie.
- What **did** you **eat** for dinner?
- John **drove** to London on Monday.
- Mary **did** not **go** to work yesterday.

- **Did** you **play** tennis last week?
- I **was** at work yesterday.
- We **were** not late (for the train).
- **Were** you angry?

Note that when we tell a story, we usually use the simple past tense. We may use the past continuous tense to "set the scene", but we almost always use the simple past tense for the action. Look at this example of the beginning of a story:

"The wind was howling around the hotel and the rain was pouring down. It **was** cold. The door **opened** and James Bond **entered**. He **took off** his coat, which **was** very wet, and **ordered** a drink at the bar. He **sat down** in the corner of the lounge and quietly **drank** his..."

This page shows the use of the simple past tense to talk about past events. But note that there are some other uses for the simple past tense, for example in conditional or **if** sentences.

# Past Continuous Tense

*I was singing*

The **past continuous tense** is an important tense in English. We use it to say what we were in the middle of doing at a particular moment in the past.

In this lesson we look at the structure and the use of the past continuous tense, followed by a quiz to check your understanding:

## How do we make the Past Continuous Tense?

The structure of the past continuous tense is:

subject	+	auxiliary verb BE	+	main verb
		conjugated in simple past tense		present participle
		<b>was were</b>		<b>base + ing</b>


For negative sentences in the past continuous tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the past continuous tense:

	subject	auxiliary verb		main verb	
+	I	was		watching	TV.
+	You	were		working	hard.
-	He, she, it	was	not	helping	Mary.
-	We	were	not	joking.	
?	Were	you		being	silly?
?	Were	they		playing	football?

The [spelling rules](#) for adding **ing** to make the past continuous tense are the same as for the present continuous tense.

## How do we use the Past Continuous Tense?

The past continuous tense expresses action at a **particular moment** in the past. The action started before that moment but has not finished at that moment. For example, yesterday I watched a film on TV. The film started at 7pm and finished at 9pm.

At 8pm yesterday, I <b>was watching</b> TV.		
<b>past</b>	<b>present</b>	<b>future</b>
		
At 8pm, I was in the middle of watching TV.		

When we use the past continuous tense, our listener usually knows or understands what time we are talking about. Look at these examples:

- I **was working** at 10pm last night.
- They **were not playing** football at 9am this morning.
- What **were you doing** at 10pm last night?
- What **were you doing** when he arrived?
- She **was cooking** when I telephoned her.
- We **were having** dinner when it started to rain.
- Ram went home early because it **was snowing**.

[Some verbs cannot be used](#) in continuous/progressive tenses.

We often use the past continuous tense to "set the scene" in stories. We use it to describe the background situation at the moment when the action begins. Often, the story starts with the past continuous tense and then moves into the simple past tense. Here is an example:


" James Bond **was driving** through town. It **was raining**. The wind **was blowing** hard. Nobody **was walking** in the streets. Suddenly, Bond saw the killer in a telephone box..."

## Past Continuous Tense + Simple Past Tense

We often use the past continuous tense with the simple past tense. We use the past continuous tense to express a **long** action. And we use the simple past tense to express a **short** action that happens **in the middle** of the long action. We can join the two ideas with **when** or **while**.

In the following example, we have two actions:

1. long action (watching TV), expressed with past continuous tense
2. short action (telephoned), expressed with simple past tense

past	present	future
Long action.		
I <b>was watching</b> TV at 8pm.  You <b>telephoned</b> at 8pm.		
Short action.		

We can join these two actions with **when**:

- I was watching TV **when** you telephoned.

(Notice that "when you telephoned" is also a way of defining the time [8pm].)

We use:

- **when** + **short action** (simple past tense)
- **while** + **long action** (past continuous tense)

There are four basic combinations:

	I was walking past the car	<b>when</b>	it exploded.
<b>When</b>	the car exploded		I was walking past it.
	The car exploded	<b>while</b>	I was walking past it.
<b>While</b>	I was walking past the car		it exploded.

Notice that the **long action** and **short action** are relative.

- "Watching TV" took a few hours. "Telephoned" took a few seconds.
- "Walking past the car" took a few seconds. "Exploded" took a few milliseconds.



# Past Perfect Tense

## *I had sung*

The **past perfect tense** is quite an easy tense to understand and to use. This tense talks about the "past in the past".

In this lesson we look at:

## How do we make the Past Perfect Tense?

The structure of the past perfect tense is:

subject	+	auxiliary verb HAVE	+	main verb
		conjugated in simple past tense		past participle
		had		V3

For negative sentences in the past perfect tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the past perfect tense:

	subject	auxiliary verb		main verb	
+	I	had		finished	my work.
+	You	had		stopped	before me.
-	She	had	not	gone	to school.
-	We	had	not	left.	
?	Had	you		arrived?	
?	Had	they		eaten	dinner?

When speaking with the past perfect tense, we often contract the subject and auxiliary verb:

I had	I'd
you had	you'd

he had	he'd
she had	she'd
it had	it'd
we had	we'd
they had	they'd

The **'d** contraction is also used for the auxiliary verb **would**. For example, **we'd** can mean:

- We **had**  
or
- We **would**

But usually the main verb is in a different form, for example:

- We had **arrived** (past participle)
- We would **arrive** (base)

It is always clear from the context.

## How do we use the Past Perfect Tense?

The past perfect tense expresses action in the **past** before another action in the **past**. This is the **past in the past**. For example:

- The train left at 9am. We arrived at 9.15am. When we arrived, the train **had left**.

<b>The train <b>had left</b> when <b>we arrived</b>.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
Train leaves in past at 9am.		
We arrive in past at 9.15am.		

Look at some more examples:

- I wasn't hungry. I **had** just **eaten**.
- They were hungry. They **had** not **eaten** for five hours.
- I didn't know who he was. I **had** never **seen** him before.

- "Mary wasn't at home when I arrived."  
"Really? Where **had** she **gone**?"

You can sometimes think of the past perfect tense like the present perfect tense, but instead of the time being **now** the time is **past**.

**past perfect tense**

had |  
done |  
> |

**past**

**now**

**future**

**present perfect tense**

have |  
done |  
> |

**past**

**now**

**future**

For example, imagine that you arrive at the station at 9.15am. The stationmaster says to you:

- "You **are** too late. The train **has left**."

Later, you tell your friends:

- "We **were** too late. The train **had left**."

We often use the past perfect tense in reported speech after verbs like **said, told, asked, thought, wondered**:

Look at these examples:

- He told us that the train **had left**.
- I thought I **had met** her before, but I was wrong.
- He explained that he **had closed** the window because of the rain.
- I wondered if I **had been** there before.
- I asked them why they **had not finished**.

# Past Perfect Continuous Tense

*I had been singing*

## How do we make the Past Perfect Continuous Tense?

The structure of the past perfect continuous tense is:

subject	+	auxiliary verb HAVE	+	auxiliary verb BE	+	main verb
		conjugated in simple past tense		past participle		present participle
		had		been		base + ing

For negative sentences in the past perfect continuous tense, we insert **not** after the first auxiliary verb. For question sentences, we exchange the **subject** and **first auxiliary verb**. Look at these example sentences with the past perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	had		been	working.	
+	You	had		been	playing	tennis.
-	It	had	not	been	working	well.
-	We	had	not	been	expecting	her.
?	Had	you		been	drinking?	
?	Had	they		been	waiting	long?

When speaking with the past perfect continuous tense, we often contract the subject and first auxiliary verb:

I had been	I'd been
you had been	you'd been
he had she had been	he'd been she'd been

it had been	it'd been
we had been	we'd been
they had been	they'd been

**How do we use the Past Perfect Continuous Tense?**

The past perfect continuous tense is like the past perfect tense, but it expresses longer actions in the **past** before another action in the **past**. For example:

- Ram started waiting at 9am. I arrived at 11am. When I arrived, Ram **had been waiting** for two hours.

Ram <b>had been waiting</b> for two hours when <b>I arrived</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
Ram starts waiting in past at 9am.		
9	11	
I arrive in past at 11am.		

Here are some more examples:

- John was very tired. He **had been running**.
- I could smell cigarettes. Somebody **had been smoking**.
- Suddenly, my car broke down. I was not surprised. It **had not been running** well for a long time.
- **Had** the pilot **been drinking** before the crash?

You can sometimes think of the past perfect continuous tense like the present perfect continuous tense, but instead of the time being **now** the time is **past**.

**past perfect continuous tense**

had |  
 been |  
 doing |  
 >>>> |

**present perfect continuous tense**

| have |  
 | been |  
 | doing |  
 | >>>> |

---

**past**                      **now**                      **future**

---

**past**                      **now**                      **future**

For example, imagine that you meet Ram at 11am. Ram says to you:

- "I **am** angry. I **have been waiting** for two hours."

Later, you tell your friends:

- "Ram **was** angry. He **had been waiting** for two hours."

# Simple Future Tense

*I will sing*

The **simple future tense** is often called **will**, because we make the simple future tense with the modal auxiliary **will**.

## How do we make the Simple Future Tense?

The structure of the simple future tense is:

subject	+	auxiliary verb WILL	+	main verb
		invariable		base
		will		V1

For negative sentences in the simple future tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the simple future tense:

	subject	auxiliary verb		main verb	
+	I	will		open	the door.
+	You	will		finish	before me.
-	She	will	not	be	at school tomorrow.
-	We	will	not	leave	yet.
?	Will	you		arrive	on time?
?	Will	they		want	dinner?

When we use the simple future tense in speaking, we often contract the subject and auxiliary verb:

I will	I'll
you will	you'll

he will	he'll
she will	she'll
it will	it'll
we will	we'll
they will	they'll

For negative sentences in the simple future tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not	he won't
she will not	she won't
it will not	it won't
we will not	we won't
they will not	they won't

### ***How do we use the Simple Future Tense?***

#### **No Plan**

We use the simple future tense when there is no plan or decision to do something before we speak. We make the decision spontaneously at the time of speaking. Look at these examples:

- Hold on. I'll **get** a pen.
- We **will see** what we can do to help you.
- Maybe we'll **stay in** and **watch** television tonight.

In these examples, we had no firm plan before speaking. The decision is made **at the time of speaking**.

We often use the simple future tense with the verb **to think** before it:

- I **think** I'll go to the gym tomorrow.
- I **think** I will have a holiday next year.
- I don't **think** I'll buy that car.

#### **Prediction**

We often use the simple future tense to make a prediction about the future. Again, there is no firm plan. We are saying **what we think will happen**. Here are some examples:

- It **will rain** tomorrow.



- People **won't go** to Jupiter before the 22nd century.
- Who do you think **will get** the job?

## Be

When the main verb is **be**, we can use the simple future tense even if we have a firm plan or decision before speaking. Examples:

- I'll **be** in London tomorrow.
- I'm going shopping. I **won't be** very long.
- **Will** you **be** at work tomorrow?

Note that when we have a plan or intention to do something in the future, we usually use other tenses or expressions, such as the **present continuous tense** or **going to**.

# Future Continuous Tense

*I will be singing*

## How do we make the Future Continuous Tense?

The structure of the future continuous tense is:

subject	+	auxiliary verb WILL	+	auxiliary verb BE	+	main verb
		invariable		invariable		present participle
		will		be		base + ing

For negative sentences in the future continuous tense, we insert **not** between **will** and **be**. For question sentences, we exchange the **subject** and **will**. Look at these example sentences with the future continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	will		be	working	at 10am.
+	You	will		be	lying	on a beach tomorrow.
-	She	will	not	be	using	the car.
-	We	will	not	be	having	dinner at home.
?	Will	you		be	playing	football?
?	Will	they		be	watching	TV?

When we use the future continuous tense in speaking, we often contract the subject and will:

I will	I'll
you will	you'll
he will	he'll
she will	she'll
it will	it'll

we will	we'll
they will	they'll

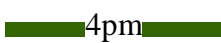
For spoken negative sentences in the future continuous tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

We sometimes use **shall** instead of **will**, especially for I and we.

### ***How do we use the Future Continuous Tense?***

The future continuous tense expresses action at a **particular moment** in the future. The action will start before that moment but it will not have finished at that moment. For example, tomorrow I will start work at 2pm and stop work at 6pm:

At 4pm tomorrow, I <b>will be working</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
		
		At 4pm, I will be in the middle of working.

When we use the future continuous tense, our listener usually knows or understands what time we are talking about. Look at these examples:

- I **will be playing** tennis at 10am tomorrow.
- They **won't be watching** TV at 9pm tonight.
- What **will you be doing** at 10pm tonight?
- What **will you be doing** when I arrive?
- She **will not be sleeping** when you telephone her.
- We **'ll be having** dinner when the film starts.
- Take your umbrella. It **will be raining** when you return.

# Future Perfect Tense

*I will have sung*

The **future perfect tense** is quite an easy tense to understand and use. The future perfect tense talks about the **past in the future**.

## How do we make the Future Perfect Tense?

The structure of the future perfect tense is:

subject	+	auxiliary verb <b>WILL</b>	+	auxiliary verb <b>HAVE</b>	+	main verb
		invariable		invariable		past participle
		<b>will</b>		<b>have</b>		<b>V3</b>

Look at these example sentences in the future perfect tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	will		have	finished	by 10am.
+	You	will		have	forgotten	me by then.
-	She	will	not	have	gone	to school.
-	We	will	not	have	left.	
?	Will	you		have	arrived?	
?	Will	they		have	received	it?

In speaking with the future perfect tense, we often contract the **subject** and **will**. Sometimes, we contract the **subject**, **will** and **have** all together:

I will have	I'll have	I'll've
you will have	you'll have	you'll've
he will have	he'll have	he'll've


she will have it will have	she'll have it'll have	she'll've it'll've
we will have	we'll have	we'll've
they will have	they'll have	they'll've

We sometimes use **shall** instead of **will**, especially for I and we.

### How do we use the Future Perfect Tense?

The future perfect tense expresses action in the future **before** another action in the future. This is the **past in the future**. For example:

- The train will leave the station at 9am. You will arrive at the station at 9.15am. When you arrive, the train **will have left**.

The train <b>will have left</b> when <b>you arrive</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
		Train leaves in future at 9am.
		9      9.15 
		You arrive in future at 9.15am.

Look at some more examples:

- You can call me at work at 8am. I **will have arrived** at the office by 8.
- They will be tired when they arrive. They **will not have slept** for a long time.
- "Mary won't be at home when you arrive."  
"Really? Where **will she have gone**?"

You can sometimes think of the future perfect tense like the present perfect tense, but instead of your viewpoint being in the present, it is in the future:

#### present perfect tense

have |  
done |  
> |

#### future perfect tense

will |  
have |  
done |  
> |

**past                  now                  future**

**past                  now                  future**

# Future Perfect Continuous Tense

*I will have been singing*

## How do we make the Future Perfect Continuous Tense?

The structure of the future perfect continuous tense is:

subject	+	auxiliary verb WILL	+	auxiliary verb HAVE	+	auxiliary verb BE	+	main verb
		invariable		invariable		past participle		present participle
		<b>will</b>		<b>have</b>		<b>been</b>		<b>base + ing</b>

For negative sentences in the future perfect continuous tense, we insert **not** between **will** and **have**. For question sentences, we exchange the **subject** and **will**. Look at these example sentences with the future perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	auxiliary verb	main verb	
+	I	will		have	been	working	for four hours.
+	You	will		have	been	travelling	for two days.
-	She	will	not	have	been	using	the car.
-	We	will	not	have	been	waiting	long.
?	Will	you		have	been	playing	football?
?	Will	they		have	been	watching	TV?

When we use the future perfect continuous tense in speaking, we often contract the subject and auxiliary verb:

I will	I'll
you will	you'll
he will	he'll
she will	she'll

it will	it'll
we will	we'll
they will	they'll

For negative sentences in the future perfect continuous tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

### ***How do we use the Future Perfect Continuous Tense?***

We use the future perfect continuous tense to talk about a long action before some point in the future. Look at these examples:

- I **will have been working** here for ten years next week.
- He will be tired when he arrives. He **will have been traveling** for 24 hours.

# Tenses

## The English Tense System

The links below are to lessons for each of the 12 basic tenses. In each lesson we look at two aspects of the tense:

- **Structure:** How do we make the tense?
- **Use:** When and why do we use the tense?

Some lessons look at additional aspects, and most of them finish with a quiz to check your understanding.

### Present Tense

I do do, I do

### Present Continuous Tense

I am doing, I am doing tomorrow

### Present Perfect Tense

I have done

### Present Perfect Continuous Tense

I have been doing

### Past Tense

I did do, I did

### Past Continuous Tense

I was doing

### Past Perfect Tense

I had done

### Past Perfect Continuous Tense

I had been doing

### Future Tense

I will do

### Future Continuous Tense

I will be doing

### Future Perfect Tense

I will have done

### Future Perfect Continuous Tense

I will have been doing

### Passive Voice: Present / Past

Active: Chefs use these machines to mix the ingredients.

Passive: These machines are used to mix the ingredients.

Many English learners worry too much about tense. If you stopped 100 native English speakers in the street and asked them about tense, one of them might give you an intelligent answer—if you were lucky. The other 99 would know little about terms like "past perfect" or "present continuous". And they would know nothing about aspect, voice or mood. But they can all speak fluent English and communicate effectively.



# Simple Present Tense

*I sing*

## How do we make the Simple Present Tense?

subject + auxiliary verb + main verb

do

base

There are three important **exceptions**:

1. For positive sentences, **we do not normally use the auxiliary**.
2. For the 3rd person singular (he, she, it), we add **s** to the main verb or **es** to the auxiliary.
3. For the verb **to be**, we do not use an auxiliary, even for questions and negatives.

Look at these examples with the main verb *like*:

	subject	auxiliary verb		main verb	
+	I, you, we, they			like	coffee.
	He, she, it			likes	coffee.
-	I, you, we, they	do	not	like	coffee.
	He, she, it	does	not	like	coffee.
?	Do	I, you, we, they		like	coffee?
	Does	he, she, it		like	coffee?

Look at these examples with the main verb *be*. Notice that there is no auxiliary:

	subject	main verb		
+	I	am		French.
	You, we, they	are		French.
	He, she, it	is		French.
-	I	am	not	old.
	You, we, they	are	not	old.
	He, she, it	is	not	old.
?	Am	I		late?

Are	you, we, they		late?
Is	he, she, it		late?

**How do we use the Simple Present Tense?**

We use the simple present tense when:

- the action is general
- the action happens all the time, or habitually, in the past, present and future
- the action is not only happening now
- the statement is always true

<b>John drives a taxi.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
<b>—————</b>		
It is John's job to drive a taxi. He does it every day. Past, present and future.		

Look at these examples:

- I live in New York.
- The Moon goes round the Earth.
- John drives a taxi.
- He does not drive a bus.
- We do not work at night.
- Do you play football?

Note that with the verb **to be**, we can also use the simple present tense for situations that are not general. We can use the simple present tense to talk about **now**. Look at these examples of the verb "to be" in the simple present tense—some of them are **general**, some of them are **now**:

<p>Am I right? Tara is not at home. You are happy.</p>		
<b>past</b>	<b>present</b>	<b>future</b>
<b>—</b>		
The situation is now.		

I am not fat.  
Why are you so beautiful?  
Ram is tall.

**past**

**present**

**future**

\_\_\_\_\_

The situation is general. Past, present and future.

This page shows the use of the simple present tense to talk about general events. But note that there are some other uses for the simple present tense, for example in conditional or **if** sentences, or to talk about the **future**. You will learn about those later.

# Present Continuous Tense

## *I am singing*

We often use the present continuous tense in English. It is very different from the simple present tense, both in structure and in use.

In this lesson we look the structure and use of the present continuous tense, followed by a quiz to check your understanding:

- [Structure: how do we make the present continuous tense?](#)
- [Use: when and why do we use the present continuous tense?](#)
- [Spelling: how do we spell verbs with -ing for the present continuous tense?](#)
- [Present Continuous Tense Quiz](#)

**Continuous** tenses are also called **progressive** tenses. So the present progressive tense is the same as the present continuous tense.

## How do we make the Present Continuous Tense?

The structure of the present continuous tense is:

subject + auxiliary verb + main verb  
                                   be                            base + ing

Look at these examples:

	subject	auxiliary verb		main verb	
+	I	am		speaking	to you.
+	You	are		reading	this.
-	She	is	not	staying	in London.
-	We	are	not	playing	football.
?	Is	he		watching	TV?
?	Are	they		waiting	for John?


# How do we use the Present Continuous Tense?

We use the present continuous tense to talk about:

- action happening now
- action in the future

## ***Present continuous tense for action happening now***

a) for action happening **exactly now**

I am eating my lunch.		
past	present	future
		
The action is happening now.		

Look at these examples. Right now you are looking at this screen and at the same time...



...the pages are turning.




...the candle is burning.



...the numbers are spinning.

b) for action happening **around now**

The action may not be happening exactly now, but it is happening just before and just after now, and it is not permanent or habitual.

John is going out with Mary.		
past	present	future
		
The action is happening around now.		

Look at these examples:

- Muriel **is learning** to drive.
- I **am living** with my sister until I find an apartment.

## Present continuous tense for the future

We can also use the present continuous tense to talk about the **future**—if we add a **future word**!! We must add (or understand from the context) a future word. "Future words" include, for example, **tomorrow, next year, in June, at Christmas** etc. We only use the present continuous tense to talk about the future when we have planned to do something before we speak. We have already **made a decision and a plan** before speaking.

I am taking my exam next month.		
past	present	future
	!!!	—————
	A firm plan or programme exists now.	The action is in the future.

Look at these examples:

- We're **eating** in a restaurant tonight. We've already booked the table..
- They can play tennis with you tomorrow. They're not **working**.
- When **are** you **starting** your new job?

In these examples, we have a **firm plan or programme before speaking**. The decision and plan were made **before** speaking.

## How do we spell the Present Continuous Tense?

We make the present continuous tense by adding -ing to the base verb. Normally it's simple—we just add -ing. But sometimes we have to change the word a little. Perhaps we double the last letter, or we drop a letter. Here are the rules to help you know how to spell the present continuous tense.

<b>Basic rule</b>	Just add <b>-ing</b> to the base verb:		
	work	>	working
	play	>	playing
	assist	>	assisting
	see	>	seeing
	be	>	being
<b>Exception 1</b>	If the base verb ends in <b>consonant + stressed vowel + consonant</b> , double the last letter:		

**s**

**t**

**o**

	consonant	stressed vowel	consonant
	(vowels = a, e, i, o, u)		
	stop	>	stopping
	run	>	running
	begin	>	beginning
	<i>Note that this exception does <b>not</b> apply when the last syllable of the base verb is not stressed:</i>		
	open	>	opening
<b>Exception 2</b>	If the base verb ends in <b>ie</b> , change the <b>ie</b> to <b>y</b> :		
	lie	>	lying
	die	>	dying
<b>Exception 3</b>	If the base verb ends in <b>vowel + consonant + e</b> , omit the <b>e</b> :		
	come	>	coming
	mistake	>	mistaking

# Present Perfect Tense

## *I have sung*

The present perfect tense is a rather important tense in English, but it gives speakers of some languages a difficult time. That is because it uses concepts or ideas that do not exist in those languages. In fact, the **structure** of the present perfect tense is very simple. The problems come with the **use** of the tense. In addition, there are some differences in usage between British and American English.

In this lesson we look at the structure and use of the present perfect, followed by a quiz to check your understanding:

- [Structure: how to make the present perfect tense](#)
- [Use: when and why to use the present perfect tense](#)
- [For and Since with the present perfect tense. What's the difference?](#)
- [Present Perfect Quiz](#)

The present perfect tense is really a very interesting tense, and a very useful one. Try not to translate the present perfect tense into your language. Just try to accept the concepts of this tense and learn to "think" present perfect! You will soon learn to **like** the present perfect tense!

## How do we make the Present Perfect Tense?

The structure of the present perfect tense is:

subject + auxiliary verb + main verb  
                                   have                    past participle

Here are some examples of the present perfect tense:

	subject	auxiliary verb		main verb	
+	I	have		seen	ET.
+	You	have		eaten	mine.
-	She	has	not	been	to Rome.
-	We	have	not	played	football.



?	Have	you		finished?	
?	Have	they		done	it?

## Contractions with the present perfect tense

When we use the present perfect tense in speaking, we usually contract the subject and auxiliary verb. We also sometimes do this when we write.

I have	I've
You have	You've
He has	He's
She has	She's
It has	It's
John has	John's
The car has	The car's
We have	We've
They have	They've

**He's or he's???** Be careful! The 's contraction is used for the auxiliary verbs *have* and *be*. For example, "It's eaten" can mean:

- It **has** eaten. [present perfect tense, active voice]
- It **is** eaten. [present tense, passive voice]

It is usually clear from the context.

Here are some examples:

- I've finished my work.
- John's seen ET.
- They've gone home.

## How do we use the Present Perfect Tense?

This tense is called the **present** perfect tense. There is always a connection with the past and with the **present**. There are basically three uses for the present perfect tense:

1. experience
2. change
3. continuing situation

### 1. Present perfect tense for experience

We often use the present perfect tense to talk about **experience** from the past. We are not interested in **when** you did something. We only want to know **if** you did it:

I have seen ET.

He has lived in Bangkok.  
 Have you been there?  
 We have never eaten caviar.

past	present	future
■	!!!	
The action or state was in the past.	In my head, I have a memory now.	

**Connection with past:** the event was in the past.

**Connection with present:** in my head, **now**, I have a memory of the event; I **know** something about the event; I have **experience** of it.

## 2. Present perfect tense for change

We also use the present perfect tense to talk about a **change** or **new** information:

I have bought a car.		
past	present	future
-	+	
Last week I didn't have a car.	Now I have a car.	

John has broken his leg.		
past	present	future
+	-	
Yesterday John had a good leg.	Now he has a bad leg.	

Has the price gone up?		
past	present	future
+	-	
Was the price \$1.50 yesterday?	Is the price \$1.70 today?	

The police have arrested the killer.		
<b>past</b>	<b>present</b>	<b>future</b>
-	+	
Yesterday the killer was free.	Now he is in prison.	



**Connection with past:** the past is the opposite of the present.

**Connection with present:** the present is the opposite of the past.

Americans do not use the present perfect tense so much as British speakers. Americans often use the past tense instead. An American might say "Did you have lunch?", where a British person would say "Have you had lunch?"

### 3. Present perfect tense for continuing situation

We often use the present perfect tense to talk about a **continuing situation**. This is a state that started in the **past** and continues in the **present** (and will probably continue into the future). This is a **state** (not an action). We usually use **for** or **since** with this structure.

I have worked here since June. He has been ill for 2 days. How long have you known Tara?		
<b>past</b>	<b>present</b>	<b>future</b>
		
The situation started in the past.	It continues up to now.	(It will probably continue into the future.)

**Connection with past:** the situation started in the past.

**Connection with present:** the situation continues in the present.

## For & Since with Present Perfect Tense

We often use **for** and **since** with the present perfect tense.

- We use **for** to talk about a **period** of time—5 minutes, 2 weeks, 6 years.
- We use **since** to talk about a **point** in past time—9 o'clock, 1st January, Monday.

for	since
<b>a period of time</b>	<b>a point in past time</b>
—————	x-----
20 minutes	6.15pm
three days	Monday
6 months	January
4 years	1994
2 centuries	1800
a long time	I left school
ever	the beginning of time
etc	etc

Here are some examples:

- I have been here **for** 20 minutes.
- I have been here **since** 9 o'clock.
- John hasn't called **for** 6 months.
- John hasn't called **since** February.
- He has worked in New York **for** a long time.
- He has worked in New York **since** he left school.

**For** can be used with all tenses. **Since** is usually used with perfect tenses only.

# Present Perfect Continuous Tense

*I have been singing*

## How do we make the Present Perfect Continuous Tense?

The structure of the present perfect continuous tense is:

subject + auxiliary verb + auxiliary verb + main verb

have  
has

been

base + ing

Here are some examples of the present perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	have		been	waiting	for one hour.
+	You	have		been	talking	too much.
-	It	has	not	been	raining.	
-	We	have	not	been	playing	football.
?	Have	you		been	seeing	her?
?	Have	they		been	doing	their homework?

## Contractions

When we use the present perfect continuous tense in speaking, we often contract the subject and the first auxiliary. We also sometimes do this in informal writing.

I have been	I've been
You have been	You've been
He has been	He's been
She has been	She's been
It has been	It's been
John has been	John's been
The car has been	The car's been

We have been	We've been
They have been	They've been

Here are some examples:

- I've been reading.
- The car's been giving trouble.
- We've been playing tennis for two hours.

### ***How do we use the Present Perfect Continuous Tense?***

This tense is called the **present** perfect continuous tense. There is usually a connection with the **present** or now. There are basically two uses for the present perfect continuous tense:

#### **1. An action that has just stopped or recently stopped**

We use the present perfect continuous tense to talk about an **action** that started in the past and stopped recently. There is usually a result **now**.

I'm tired because I've been running.		
<b>past</b>	<b>present</b>	<b>future</b>
■	!!!	
Recent action.	Result now.	

- I'm tired <sup>[now]</sup> because I've **been running**.
- Why is the grass wet <sup>[now]</sup>? **Has it been raining?**
- You don't understand <sup>[now]</sup> because you **haven't been listening**.

#### **2. An action continuing up to now**

We use the present perfect continuous tense to talk about an **action** that started in the past and is continuing **now**. This is often used with **for** or **since**.

I have been reading for 2 hours.		
<b>past</b>	<b>present</b>	<b>future</b>
■		
Action started in past.	Action is continuing now.	

- I **have been reading for** 2 hours. [I am still reading now.]

- We've **been studying since** 9 o'clock. [We're still studying now.]
- How long **have you been learning** English? [You are still learning now.]
- We **have not been smoking**. [And we are not smoking now.]

### ***For and Since with Present Perfect Continuous Tense***

We often use **for** and **since** with the present perfect tense.

- We use **for** to talk about a **period** of time—5 minutes, 2 weeks, 6 years.
- We use **since** to talk about a **point** in past time—9 o'clock, 1st January, Monday.

for	since
<b>a period of time</b>	<b>a point in past time</b>
20 minutes	6.15pm
three days	Monday
6 months	January
4 years	1994
2 centuries	1800
a long time	I left school
ever	the beginning of time
etc	etc

Here are some examples:

- I have been studying **for** 3 hours.
- I have been watching TV **since** 7pm.
- Tara hasn't been feeling well **for** 2 weeks.
- Tara hasn't been visiting us **since** March.
- He has been playing football **for** a long time.
- He has been living in Bangkok **since** he left school.

**For** can be used with all tenses. **Since** is usually used with perfect tenses only.

# Simple Past Tense

## I sang

The **simple past tense** is sometimes called the preterit tense. We can use several tenses to talk about the past, but the simple past tense is the one we use most often.

In this lesson we look at the structure and use of the simple past tense, followed by a quiz to check your understanding:

## How do we make the Simple Past Tense?

To make the simple past tense, we use:

- **past form** only  
or
- auxiliary **did** + **base form**

Here you can see examples of the **past form** and **base form** for irregular verbs and regular verbs:

	V1 base	V2 past	V3 past participle	
regular verb	<b>work</b> <b>explode</b> <b>like</b>	<b>worked</b> <b>exploded</b> <b>liked</b>	worked exploded liked	The past form for all regular verbs ends in -ed.
irregular verb	<b>go</b> <b>see</b> <b>sing</b>	<b>went</b> <b>saw</b> <b>sang</b>	gone seen sung	The past form for irregular verbs is variable. You need to learn it by heart.
			You do not need the past participle form to make the simple past tense. It is shown here for completeness only.	

The structure for **positive** sentences in the simple past tense is:

**subject + main verb**

past

The structure for **negative** sentences in the simple past tense is:

**subject + auxiliary verb + not + main verb**

did

base



The structure for **question** sentences in the simple past tense is:

**auxiliary verb + subject + main verb**  
 did base

The auxiliary verb **did** is not conjugated. It is the same for all persons (I did, you did, he did etc). And the base form and past form do not change. Look at these examples with the main verbs **go** and **work**:

	subject	auxiliary verb		main verb	
+	I			went	to school.
	You			worked	very hard.
-	She	did	not	go	with me.
	We	did	not	work	yesterday.
?	Did	you		go	to London?
	Did	they		work	at home?

**Exception!** The verb **to be** is different. We conjugate the verb to be (I was, you were, he/she/it was, we were, they were); and we do **not** use an auxiliary for negative and question sentences. To make a question, we exchange the subject and verb. Look at these examples:

	subject	main verb		
+	I, he/she/it	was		here.
	You, we, they	were		in London.
-	I, he/she/it	was	not	there.
	You, we, they	were	not	happy.
?	Was	I, he/she/it		right?
	Were	you, we, they		late?

## How do we use the Simple Past Tense?

We use the simple past tense to talk about an action or a situation—an event—in the past. The event can be **short** or **long**.

Here are some **short** events with the simple past tense:

The car exploded at 9.30am yesterday.  
 She went to the door.  
 We did not hear the telephone.  
 Did you see that car?

past	present	future
■		
The action is in the past.		

Here are some **long** events with the simple past tense:

I lived in Bangkok for 10 years.  
 The Jurassic period lasted about 62 million years.  
 We did not sing at the concert.  
 Did you watch TV last night?

past	present	future
■■■■■■■■■■		
The action is in the past.		

Notice that it does not matter how long ago the event is: it can be a few minutes or seconds in the past, or millions of years in the past. Also it does not matter how long the event is. It can be a few milliseconds (car explosion) or millions of years (Jurassic period). We use the simple past tense when:

- the event is **in the past**
- the event is **completely finished**
- we say (or understand) the **time** and/or **place** of the event

In general, if we say the **time** or **place** of the event, we must use the simple past tense; we cannot use the present perfect.

Here are some more examples:

- I **lived** in that house when I was young.
- He **didn't like** the movie.
- What **did** you **eat** for dinner?
- John **drove** to London on Monday.
- Mary **did** not **go** to work yesterday.

- **Did** you **play** tennis last week?
- I **was** at work yesterday.
- We **were** not late (for the train).
- **Were** you angry?

Note that when we tell a story, we usually use the simple past tense. We may use the past continuous tense to "set the scene", but we almost always use the simple past tense for the action. Look at this example of the beginning of a story:

"The wind was howling around the hotel and the rain was pouring down. It **was** cold. The door **opened** and James Bond **entered**. He **took off** his coat, which **was** very wet, and **ordered** a drink at the bar. He **sat down** in the corner of the lounge and quietly **drank** his..."

This page shows the use of the simple past tense to talk about past events. But note that there are some other uses for the simple past tense, for example in conditional or **if** sentences.

# Past Continuous Tense

*I was singing*

The **past continuous tense** is an important tense in English. We use it to say what we were in the middle of doing at a particular moment in the past.

In this lesson we look at the structure and the use of the past continuous tense, followed by a quiz to check your understanding:

## How do we make the Past Continuous Tense?

The structure of the past continuous tense is:

subject	+	auxiliary verb BE	+	main verb
		conjugated in simple past tense		present participle
		<b>was were</b>		<b>base + ing</b>


For negative sentences in the past continuous tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the past continuous tense:

	subject	auxiliary verb		main verb	
+	I	was		watching	TV.
+	You	were		working	hard.
-	He, she, it	was	not	helping	Mary.
-	We	were	not	joking.	
?	Were	you		being	silly?
?	Were	they		playing	football?

The [spelling rules](#) for adding **ing** to make the past continuous tense are the same as for the present continuous tense.

## How do we use the Past Continuous Tense?

The past continuous tense expresses action at a **particular moment** in the past. The action started before that moment but has not finished at that moment. For example, yesterday I watched a film on TV. The film started at 7pm and finished at 9pm.

At 8pm yesterday, I <b>was watching</b> TV.		
<b>past</b>	<b>present</b>	<b>future</b>
		
At 8pm, I was in the middle of watching TV.		

When we use the past continuous tense, our listener usually knows or understands what time we are talking about. Look at these examples:

- I **was working** at 10pm last night.
- They **were not playing** football at 9am this morning.
- What **were you doing** at 10pm last night?
- What **were you doing** when he arrived?
- She **was cooking** when I telephoned her.
- We **were having** dinner when it started to rain.
- Ram went home early because it **was snowing**.

[Some verbs cannot be used](#) in continuous/progressive tenses.

We often use the past continuous tense to "set the scene" in stories. We use it to describe the background situation at the moment when the action begins. Often, the story starts with the past continuous tense and then moves into the simple past tense. Here is an example:


" James Bond **was driving** through town. It **was raining**. The wind **was blowing** hard. Nobody **was walking** in the streets. Suddenly, Bond saw the killer in a telephone box..."

## Past Continuous Tense + Simple Past Tense

We often use the past continuous tense with the simple past tense. We use the past continuous tense to express a **long** action. And we use the simple past tense to express a **short** action that happens **in the middle** of the long action. We can join the two ideas with **when** or **while**.

In the following example, we have two actions:

1. long action (watching TV), expressed with past continuous tense
2. short action (telephoned), expressed with simple past tense

past	present	future
Long action.		
I <b>was watching</b> TV at 8pm.  You <b>telephoned</b> at 8pm.		
Short action.		

We can join these two actions with **when**:

- I was watching TV **when** you telephoned.

(Notice that "when you telephoned" is also a way of defining the time [8pm].)

We use:

- **when** + **short action** (simple past tense)
- **while** + **long action** (past continuous tense)

There are four basic combinations:

	I was walking past the car	<b>when</b>	it exploded.
<b>When</b>	the car exploded		I was walking past it.
	The car exploded	<b>while</b>	I was walking past it.
<b>While</b>	I was walking past the car		it exploded.

Notice that the **long action** and **short action** are relative.

- "Watching TV" took a few hours. "Telephoned" took a few seconds.
- "Walking past the car" took a few seconds. "Exploded" took a few milliseconds.

# Past Perfect Tense

## *I had sung*

The **past perfect tense** is quite an easy tense to understand and to use. This tense talks about the "past in the past".

In this lesson we look at:

## How do we make the Past Perfect Tense?

The structure of the past perfect tense is:

subject	+	auxiliary verb HAVE	+	main verb
		conjugated in simple past tense		past participle
		had		V3

For negative sentences in the past perfect tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the past perfect tense:

	subject	auxiliary verb		main verb	
+	I	had		finished	my work.
+	You	had		stopped	before me.
-	She	had	not	gone	to school.
-	We	had	not	left.	
?	Had	you		arrived?	
?	Had	they		eaten	dinner?

When speaking with the past perfect tense, we often contract the subject and auxiliary verb:

I had	I'd
you had	you'd

he had	he'd
she had	she'd
it had	it'd
we had	we'd
they had	they'd

The **'d** contraction is also used for the auxiliary verb **would**. For example, **we'd** can mean:

- We **had**  
or
- We **would**

But usually the main verb is in a different form, for example:

- We had **arrived** (past participle)
- We would **arrive** (base)

It is always clear from the context.

## How do we use the Past Perfect Tense?

The past perfect tense expresses action in the **past** before another action in the **past**. This is the **past in the past**. For example:

- The train left at 9am. We arrived at 9.15am. When we arrived, the train **had left**.

<b>The train <b>had left</b> when <b>we arrived</b>.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
Train leaves in past at 9am.		
We arrive in past at 9.15am.		

Look at some more examples:

- I wasn't hungry. I **had** just **eaten**.
- They were hungry. They **had** not **eaten** for five hours.
- I didn't know who he was. I **had** never **seen** him before.



- "Mary wasn't at home when I arrived."  
"Really? Where **had** she **gone**?"

You can sometimes think of the past perfect tense like the present perfect tense, but instead of the time being **now** the time is **past**.

**past perfect tense**

had |  
done |  
> |

**past**

**now**

**future**

**present perfect tense**

have |  
done |  
> |

**past**

**now**

**future**

For example, imagine that you arrive at the station at 9.15am. The stationmaster says to you:

- "You **are** too late. The train **has left**."

Later, you tell your friends:

- "We **were** too late. The train **had left**."

We often use the past perfect tense in reported speech after verbs like **said, told, asked, thought, wondered**:

Look at these examples:

- He told us that the train **had left**.
- I thought I **had met** her before, but I was wrong.
- He explained that he **had closed** the window because of the rain.
- I wondered if I **had been** there before.
- I asked them why they **had not finished**.

# Past Perfect Continuous Tense

*I had been singing*

## How do we make the Past Perfect Continuous Tense?

The structure of the past perfect continuous tense is:

subject	+	auxiliary verb HAVE	+	auxiliary verb BE	+	main verb
		conjugated in simple past tense		past participle		present participle
		had		been		base + ing

For negative sentences in the past perfect continuous tense, we insert **not** after the first auxiliary verb. For question sentences, we exchange the **subject** and **first auxiliary verb**. Look at these example sentences with the past perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	had		been	working.	
+	You	had		been	playing	tennis.
-	It	had	not	been	working	well.
-	We	had	not	been	expecting	her.
?	Had	you		been	drinking?	
?	Had	they		been	waiting	long?

When speaking with the past perfect continuous tense, we often contract the subject and first auxiliary verb:

I had been	I'd been
you had been	you'd been
he had she had been	he'd been she'd been

it had been	it'd been
we had been	we'd been
they had been	they'd been

**How do we use the Past Perfect Continuous Tense?**

The past perfect continuous tense is like the past perfect tense, but it expresses longer actions in the **past** before another action in the **past**. For example:

- Ram started waiting at 9am. I arrived at 11am. When I arrived, Ram **had been waiting** for two hours.

Ram <b>had been waiting</b> for two hours when <b>I arrived</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
Ram starts waiting in past at 9am.		
9	11	
I arrive in past at 11am.		

Here are some more examples:

- John was very tired. He **had been running**.
- I could smell cigarettes. Somebody **had been smoking**.
- Suddenly, my car broke down. I was not surprised. It **had not been running** well for a long time.
- **Had** the pilot **been drinking** before the crash?

You can sometimes think of the past perfect continuous tense like the present perfect continuous tense, but instead of the time being **now** the time is **past**.

**past perfect continuous tense**

had |  
 been |  
 doing |  
 >>>> |

**present perfect continuous tense**

| have |  
 | been |  
 | doing |  
 | >>>> |

**past**                      **now**                      **future**

**past**                      **now**                      **future**

For example, imagine that you meet Ram at 11am. Ram says to you:

- "I **am** angry. I **have been waiting** for two hours."

Later, you tell your friends:

- "Ram **was** angry. He **had been waiting** for two hours."

# Simple Future Tense

*I will sing*

The **simple future tense** is often called **will**, because we make the simple future tense with the modal auxiliary **will**.

## How do we make the Simple Future Tense?

The structure of the simple future tense is:

subject	+	auxiliary verb WILL	+	main verb
		invariable		base
		<b>will</b>		<b>V1</b>

For negative sentences in the simple future tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the simple future tense:

	subject	auxiliary verb		main verb	
+	I	will		open	the door.
+	You	will		finish	before me.
-	She	will	not	be	at school tomorrow.
-	We	will	not	leave	yet.
?	Will	you		arrive	on time?
?	Will	they		want	dinner?

When we use the simple future tense in speaking, we often contract the subject and auxiliary verb:

I will	I'll
you will	you'll

he will	he'll
she will	she'll
it will	it'll
we will	we'll
they will	they'll

For negative sentences in the simple future tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

### ***How do we use the Simple Future Tense?***

#### **No Plan**

We use the simple future tense when there is no plan or decision to do something before we speak. We make the decision spontaneously at the time of speaking. Look at these examples:

- Hold on. I'll **get** a pen.
- We **will see** what we can do to help you.
- Maybe we'll **stay in** and **watch** television tonight.

In these examples, we had no firm plan before speaking. The decision is made **at the time of speaking**.

We often use the simple future tense with the verb **to think** before it:

- I **think** I'll go to the gym tomorrow.
- I **think** I will have a holiday next year.
- I don't **think** I'll buy that car.

#### **Prediction**

We often use the simple future tense to make a prediction about the future. Again, there is no firm plan. We are saying **what we think will happen**. Here are some examples:

- It **will rain** tomorrow.

- People **won't go** to Jupiter before the 22nd century.
- Who do you think **will get** the job?

## Be

When the main verb is **be**, we can use the simple future tense even if we have a firm plan or decision before speaking. Examples:

- I'll **be** in London tomorrow.
- I'm going shopping. I **won't be** very long.
- **Will** you **be** at work tomorrow?

Note that when we have a plan or intention to do something in the future, we usually use other tenses or expressions, such as the **present continuous tense** or **going to**.

# Future Continuous Tense

*I will be singing*

## How do we make the Future Continuous Tense?

The structure of the future continuous tense is:

subject	+	auxiliary verb WILL	+	auxiliary verb BE	+	main verb
		invariable		invariable		present participle
		will		be		base + ing

For negative sentences in the future continuous tense, we insert **not** between **will** and **be**. For question sentences, we exchange the **subject** and **will**. Look at these example sentences with the future continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	will		be	working	at 10am.
+	You	will		be	lying	on a beach tomorrow.
-	She	will	not	be	using	the car.
-	We	will	not	be	having	dinner at home.
?	Will	you		be	playing	football?
?	Will	they		be	watching	TV?

When we use the future continuous tense in speaking, we often contract the subject and will:

I will	I'll
you will	you'll
he will	he'll
she will	she'll
it will	it'll



we will	we'll
they will	they'll

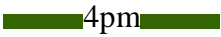
For spoken negative sentences in the future continuous tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

We sometimes use **shall** instead of **will**, especially for I and we.

### ***How do we use the Future Continuous Tense?***

The future continuous tense expresses action at a **particular moment** in the future. The action will start before that moment but it will not have finished at that moment. For example, tomorrow I will start work at 2pm and stop work at 6pm:

At 4pm tomorrow, I <b>will be working</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
		
		At 4pm, I will be in the middle of working.

When we use the future continuous tense, our listener usually knows or understands what time we are talking about. Look at these examples:

- I **will be playing** tennis at 10am tomorrow.
- They **won't be watching** TV at 9pm tonight.
- What **will you be doing** at 10pm tonight?
- What **will you be doing** when I arrive?
- She **will not be sleeping** when you telephone her.
- We **'ll be having** dinner when the film starts.
- Take your umbrella. It **will be raining** when you return.

# Future Perfect Tense

*I will have sung*

The **future perfect tense** is quite an easy tense to understand and use. The future perfect tense talks about the **past in the future**.

## How do we make the Future Perfect Tense?

The structure of the future perfect tense is:

subject	+	auxiliary verb <b>WILL</b>	+	auxiliary verb <b>HAVE</b>	+	main verb
		invariable		invariable		past participle
		<b>will</b>		<b>have</b>		<b>V3</b>

Look at these example sentences in the future perfect tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	will		have	finished	by 10am.
+	You	will		have	forgotten	me by then.
-	She	will	not	have	gone	to school.
-	We	will	not	have	left.	
?	Will	you		have	arrived?	
?	Will	they		have	received	it?

In speaking with the future perfect tense, we often contract the **subject** and **will**. Sometimes, we contract the **subject**, **will** and **have** all together:

I will have	I'll have	I'll've
you will have	you'll have	you'll've
he will have	he'll have	he'll've


she will have it will have	she'll have it'll have	she'll've it'll've
we will have	we'll have	we'll've
they will have	they'll have	they'll've

We sometimes use **shall** instead of **will**, especially for I and we.

### How do we use the Future Perfect Tense?

The future perfect tense expresses action in the future **before** another action in the future. This is the **past in the future**. For example:

- The train will leave the station at 9am. You will arrive at the station at 9.15am. When you arrive, the train **will have left**.

The train <b>will have left</b> when <b>you arrive</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
		Train leaves in future at 9am.
		9      9.15 
		You arrive in future at 9.15am.

Look at some more examples:

- You can call me at work at 8am. I **will have arrived** at the office by 8.
- They will be tired when they arrive. They **will not have slept** for a long time.
- "Mary won't be at home when you arrive."  
"Really? Where **will she have gone**?"

You can sometimes think of the future perfect tense like the present perfect tense, but instead of your viewpoint being in the present, it is in the future:

**present perfect tense**

have |  
done |  
> |

**future perfect tense**

will |  
have |  
done |  
> |

**past                  now                  future**

**past                  now                  future**

# Future Perfect Continuous Tense

*I will have been singing*

## How do we make the Future Perfect Continuous Tense?

The structure of the future perfect continuous tense is:

subject	+	auxiliary verb WILL	+	auxiliary verb HAVE	+	auxiliary verb BE	+	main verb
		invariable		invariable		past participle		present participle
		<b>will</b>		<b>have</b>		<b>been</b>		<b>base + ing</b>

For negative sentences in the future perfect continuous tense, we insert **not** between **will** and **have**. For question sentences, we exchange the **subject** and **will**. Look at these example sentences with the future perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	auxiliary verb	main verb	
+	I	will		have	been	working	for four hours.
+	You	will		have	been	travelling	for two days.
-	She	will	not	have	been	using	the car.
-	We	will	not	have	been	waiting	long.
?	Will	you		have	been	playing	football?
?	Will	they		have	been	watching	TV?

When we use the future perfect continuous tense in speaking, we often contract the subject and auxiliary verb:

I will	I'll
you will	you'll
he will	he'll
she will	she'll

it will	it'll
we will	we'll
they will	they'll

For negative sentences in the future perfect continuous tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

### ***How do we use the Future Perfect Continuous Tense?***

We use the future perfect continuous tense to talk about a long action before some point in the future. Look at these examples:

- I **will have been working** here for ten years next week.
- He will be tired when he arrives. He **will have been traveling** for 24 hours.

# Passive Voice: Present / Past

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## Passive Voice: Definition

In the active voice, the subject of the sentence **DOES the action:**

**John painted** the **house** last week. **Subject**  
/ **verb** / **object**

In the passive voice, the subject of the sentence **RECEIVES the action.**

The **house was painted** last week. **Subject**  
/ **verb**

Notice that the **object** of the active sentence (house) became the **subject** of the passive sentence.

## Passive Voice: Use

The passive voice is used when:

1. **We do not know who did the action** Example: The documents were stolen.  
(we don't know who stole the documents)
2. **The receiver of the action is more important**  
Example: The pyramids were built nearly 5,000 years ago by the ancient Egyptians.  
(we want to emphasize "pyramids" more than "ancient Egyptians")

## Passive Voice: Form

To change an active voice sentence to a passive voice sentence:

1. Make the object of the active sentence into the subject of the passive sentence.
2. Use the verb "to be" in the same tense as the main verb of the active sentence.
3. Use the past participle of the main verb of the active sentence.

Here are some active and passive voice examples to help!

**Active:** People drink champagne on New Year's Eve. **Passive:** Champagne **is drunk** on New Year's Eve.

**Active:** Chefs use these machines to mix the ingredients.  
**Passive:** These machines **are used** to mix the ingredients.

**Active:** They renovated the restaurant in 2004.  
**Passive:** The restaurant **was renovated** in 2004.

**Active:** The teachers informed the students that the class had been cancelled.

**Passive:** The students **were informed** that the class had been cancelled.

### Passive Voice: Present

In the present, the passive voice uses the verbs **is** and **are** + past participle of the main verb. The passive voice present is often used to describe:

#### Processes

- First the apples **are picked**, then they **are cleaned**, and finally they're **packed** and **shipped** to the market.

#### General thoughts, opinions, and beliefs

- New York **is considered** the most diverse city in the U.S.
- **It is believed** that Amelia Earhart's plane crashed in the Pacific Ocean.
- Hungarian **is seen** as one of the world's most difficult languages to learn.
- Skin cancers **are thought** to be caused by excessive exposure to the sun.

### Passive Voice: Past

In the past, the passive voice uses the verbs **was** and **were** + past participle of the main verb.

The passive voice past is often used to describe:

#### Events in history

- George Washington **was elected** president in 1788.

### **Crimes / Accidents**

- Two people **were killed** in a drive-by shooting on Friday night.
- Ten children **were injured** when part of the school roof collapsed.

...as well as in many other situations when the person who did the action is unknown or unimportant.



# Reported Speech: Statements



## What is reported speech?

“Reported speech” is when we talk about what somebody else said:

- **Direct Speech:** “I’ve been to London three times.”
- **Reported Speech:** She said she’d been to London three times.

We often use “reported speech” when talking about a conversation that happened in the past. There are some changes to the verbs with reported speech; read the table to find out how each verb tense changes:

DIRECT SPEECH	REPORTED SPEECH	EXAMPLE
Simple present	Simple past	“I <b>want</b> to go home.” She said she <b>wanted</b> to go home.
Present continuous	Past continuous	“I’ <b>m reading</b> a good book.” She said she <b>was reading</b> a good book.
Simple past	Past perfect	“I <b>ate</b> pasta for dinner last night.” She said she’ <b>d eaten</b> pasta for dinner last night.

<p><b>Present perfect</b></p>	<p><b>Past perfect</b></p>	<p>“I’ve just <b>finished</b> cleaning my room.” She said she’d just <b>finished</b> cleaning her room.</p> <p>“My mother <b>has</b> never <b>been</b> to Japan.” She said her mother <b>had</b> never <b>been</b> to Japan.</p>
<p><b>Can / can’t</b></p>	<p><b>Could / couldn’t</b></p>	<p>“I <b>can</b> meet with you next Monday.” She said she <b>could</b> meet with me next Monday.</p> <p>“Sorry, I <b>can’t</b> talk now. I’m at work.” She said she <b>couldn’t</b> talk at the moment because she was at work.</p>
<p><b>Will / won’t</b></p>	<p><b>Would / wouldn’t</b></p>	<p>“I’ll pick him up at the airport.” She said she’d pick him up at the airport.</p> <p>“I <b>won’t</b> tell anybody your secret.” She said she <b>wouldn’t</b> tell anybody my secret.</p>

**Be careful:** “said” and “told” have a small difference.

After “told,” we need to include a person:

- She said that she wanted to go home.
- She told **me** that she wanted to go home.
- She told **John** that she wanted to go home.
- ~~She told that she wanted to go home.~~
- ~~She said me that she wanted to go home.~~

# Reported Speech: Requests, Orders, Questions

How to form reported requests, orders, and questions:

DIRECT SPEECH	REPORTED SPEECH	EXAMPLE
Requests/orders	Asked (me/him/her) to... Told (me/him/her) to...	<p>“Please make 10 copies of this report.” She <b>asked me to</b> make 10 copies of the report.</p> <p>“Go to the bank.” He <b>told me to</b> go to the bank.</p>
Yes/no questions	Asked if... Wanted to know if...	<p>“Are you coming to the party?” He <b>asked if</b> I was coming to the party.</p> <p>“Has John seen the new movie?” She <b>wanted to know if</b> John had seen the new movie.</p>
Other questions	Asked... Wanted to know...	<p>“When was the company founded?” She <b>asked</b> when the company was founded.</p> <p>“What kind of car do you drive?” He <b>wanted to know</b> what kind of car I drive.</p>

## 1. Requests/orders

“**Asked me to**” is used for requests.

“**Told me to**” is stronger; it is used for orders/commands.

The main verb stays in the infinitive:

She asked me **to make** copies. He told me **to go** to the bank.

## 2. Yes/no questions

**"Asked if"** and **"wanted to know if"** are equal.

The main verb changes according to the [rules for reported statements](#):

**"Did you turn off** the TV?" (past simple)

She asked if I **had turned off** the TV (past perfect)

We don't use the auxiliary verbs "do/does/did" in the reported question.

### 3. Other questions

**"Asked"** and **"wanted to know"** are equal.

We don't use the auxiliary verb "do" or "does" in the reported question:

"Where **does** he work?"

She wanted to know **where he works**.

In questions with the verb "to be," the **word order** changes in the reported question:

"Where **were you** born?" (Question word + [to be] + subject)

He asked where **I was** born (Question word + subject + [to be])

~~He asked where was I born~~

# Tenses

## The English Tense System

The links below are to lessons for each of the 12 basic tenses. In each lesson we look at two aspects of the tense:

- **Structure:** How do we make the tense?
- **Use:** When and why do we use the tense?

Some lessons look at additional aspects, and most of them finish with a quiz to check your understanding.

### Present Tense

I do do, I do

### Present Continuous Tense

I am doing, I am doing tomorrow

### Present Perfect Tense

I have done

### Present Perfect Continuous Tense

I have been doing

### Past Tense

I did do, I did

### Past Continuous Tense

I was doing

### Past Perfect Tense

I had done

### Past Perfect Continuous Tense

I had been doing

### Future Tense

I will do

### Future Continuous Tense

I will be doing

### Future Perfect Tense

I will have done

### Future Perfect Continuous Tense

I will have been doing

### Passive Voice: Present / Past

Active: Chefs use these machines to mix the ingredients.

Passive: These machines are used to mix the ingredients.

Many English learners worry too much about tense. If you stopped 100 native English speakers in the street and asked them about tense, one of them might give you an intelligent answer—if you were lucky. The other 99 would know little about terms like "past perfect" or "present continuous". And they would know nothing about aspect, voice or mood. But they can all speak fluent English and communicate effectively. Of course, for ESL it helps to know about tenses, but don't become obsessed with them. Be like those native speakers! Speak naturally!

# Simple Present Tense

*I sing*

## How do we make the Simple Present Tense?

subject + auxiliary verb + main verb

do

base

There are three important **exceptions**:

1. For positive sentences, **we do not normally use the auxiliary**.
2. For the 3rd person singular (he, she, it), we add **s** to the main verb or **es** to the auxiliary.
3. For the verb **to be**, we do not use an auxiliary, even for questions and negatives.

Look at these examples with the main verb *like*:

	subject	auxiliary verb		main verb	
+	I, you, we, they			like	coffee.
	He, she, it			likes	coffee.
-	I, you, we, they	do	not	like	coffee.
	He, she, it	does	not	like	coffee.
?	Do	I, you, we, they		like	coffee?
	Does	he, she, it		like	coffee?

Look at these examples with the main verb *be*. Notice that there is no auxiliary:

	subject	main verb		
+	I	am		French.
	You, we, they	are		French.
	He, she, it	is		French.
-	I	am	not	old.
	You, we, they	are	not	old.
	He, she, it	is	not	old.
?	Am	I		late?

Are	you, we, they		late?
Is	he, she, it		late?

**How do we use the Simple Present Tense?**

We use the simple present tense when:

- the action is general
- the action happens all the time, or habitually, in the past, present and future
- the action is not only happening now
- the statement is always true

<b>John drives a taxi.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
<b>—————</b>		
It is John's job to drive a taxi. He does it every day. Past, present and future.		

Look at these examples:

- I live in New York.
- The Moon goes round the Earth.
- John drives a taxi.
- He does not drive a bus.
- We do not work at night.
- Do you play football?

Note that with the verb **to be**, we can also use the simple present tense for situations that are not general. We can use the simple present tense to talk about **now**. Look at these examples of the verb "to be" in the simple present tense—some of them are **general**, some of them are **now**:

Am I right? Tara is not at home. You are happy.		
<b>past</b>	<b>present</b>	<b>future</b>
<b>—</b>		
The situation is now.		

I am not fat.  
Why are you so beautiful?  
Ram is tall.

**past**

**present**

**future**

\_\_\_\_\_

The situation is general. Past, present and future.

This page shows the use of the simple present tense to talk about general events. But note that there are some other uses for the simple present tense, for example in conditional or **if** sentences, or to talk about the **future**. You will learn about those later.



# Present Continuous Tense

*I am singing*

We often use the present continuous tense in English. It is very different from the simple present tense, both in structure and in use.

In this lesson we look the structure and use of the present continuous tense, followed by a quiz to check your understanding:

- [Structure: how do we make the present continuous tense?](#)
- [Use: when and why do we use the present continuous tense?](#)
- [Spelling: how do we spell verbs with -ing for the present continuous tense?](#)
- [Present Continuous Tense Quiz](#)

**Continuous** tenses are also called **progressive** tenses. So the present progressive tense is the same as the present continuous tense.

## How do we make the Present Continuous Tense?

The structure of the present continuous tense is:

subject + auxiliary verb + main verb  
                                 be                                base + ing

Look at these examples:

	subject	auxiliary verb		main verb	
+	I	am		speaking	to you.
+	You	are		reading	this.
-	She	is	not	staying	in London.
-	We	are	not	playing	football.
?	Is	he		watching	TV?
?	Are	they		waiting	for John?


# How do we use the Present Continuous Tense?

We use the present continuous tense to talk about:

- action happening now
- action in the future

## ***Present continuous tense for action happening now***

a) for action happening **exactly now**

I am eating my lunch.		
past	present	future
		
The action is happening now.		

Look at these examples. Right now you are looking at this screen and at the same time...



...the pages are turning.




...the candle is burning.



...the numbers are spinning.

b) for action happening **around now**

The action may not be happening exactly now, but it is happening just before and just after now, and it is not permanent or habitual.

John is going out with Mary.		
past	present	future
		
The action is happening around now.		

Look at these examples:

- Muriel **is learning** to drive.
- I **am living** with my sister until I find an apartment.

## Present continuous tense for the future

We can also use the present continuous tense to talk about the **future**—if we add a **future word**!! We must add (or understand from the context) a future word. "Future words" include, for example, **tomorrow, next year, in June, at Christmas** etc. We only use the present continuous tense to talk about the future when we have planned to do something before we speak. We have already **made a decision and a plan** before speaking.

I am taking my exam next month.		
past	present	future
	!!!	—————
	A firm plan or programme exists now.	The action is in the future.

Look at these examples:

- We're **eating** in a restaurant tonight. We've already booked the table..
- They can play tennis with you tomorrow. They're not **working**.
- When **are** you **starting** your new job?

In these examples, we have a **firm plan or programme before speaking**. The decision and plan were made **before** speaking.

## How do we spell the Present Continuous Tense?

We make the present continuous tense by adding -ing to the base verb. Normally it's simple—we just add -ing. But sometimes we have to change the word a little. Perhaps we double the last letter, or we drop a letter. Here are the rules to help you know how to spell the present continuous tense.

<b>Basic rule</b>	Just add <b>-ing</b> to the base verb:		
	work	>	working
	play	>	playing
	assist	>	assisting
	see	>	seeing
	be	>	being
<b>Exception 1</b>	If the base verb ends in <b>consonant + stressed vowel + consonant</b> , double the last letter:		

**S**

**t**

**o**

	consonant	stressed vowel	consonant
	(vowels = a, e, i, o, u)		
	stop	>	stopping
	run	>	running
	begin	>	beginning
	<i>Note that this exception does <b>not</b> apply when the last syllable of the base verb is not stressed:</i>		
	open	>	opening
<b>Exception 2</b>	If the base verb ends in <b>ie</b> , change the <b>ie</b> to <b>y</b> :		
	lie	>	lying
	die	>	dying
<b>Exception 3</b>	If the base verb ends in <b>vowel + consonant + e</b> , omit the <b>e</b> :		
	come	>	coming
	mistake	>	mistaking

# Present Perfect Tense

## *I have sung*

The present perfect tense is a rather important tense in English, but it gives speakers of some languages a difficult time. That is because it uses concepts or ideas that do not exist in those languages. In fact, the **structure** of the present perfect tense is very simple. The problems come with the **use** of the tense. In addition, there are some differences in usage between British and American English.

In this lesson we look at the structure and use of the present perfect, followed by a quiz to check your understanding:

- [Structure: how to make the present perfect tense](#)
- [Use: when and why to use the present perfect tense](#)
- [For and Since with the present perfect tense. What's the difference?](#)
- [Present Perfect Quiz](#)

The present perfect tense is really a very interesting tense, and a very useful one. Try not to translate the present perfect tense into your language. Just try to accept the concepts of this tense and learn to "think" present perfect! You will soon learn to **like** the present perfect tense!

## How do we make the Present Perfect Tense?

The structure of the present perfect tense is:

subject + auxiliary verb + main verb  
                                   have                    past participle

Here are some examples of the present perfect tense:

	subject	auxiliary verb		main verb	
+	I	have		seen	ET.
+	You	have		eaten	mine.
-	She	has	not	been	to Rome.
-	We	have	not	played	football.

?	Have	you		finished?	
?	Have	they		done	it?

## Contractions with the present perfect tense

When we use the present perfect tense in speaking, we usually contract the subject and auxiliary verb. We also sometimes do this when we write.

I have	I've
You have	You've
He has	He's
She has	She's
It has	It's
John has	John's
The car has	The car's
We have	We've
They have	They've

**He's or he's???** Be careful! The 's contraction is used for the auxiliary verbs *have* and *be*. For example, "It's eaten" can mean:

- It **has** eaten. [present perfect tense, active voice]
- It **is** eaten. [present tense, passive voice]

It is usually clear from the context.

Here are some examples:

- I've finished my work.
- John's seen ET.
- They've gone home.

## How do we use the Present Perfect Tense?

This tense is called the **present** perfect tense. There is always a connection with the past and with the **present**. There are basically three uses for the present perfect tense:

1. experience
2. change
3. continuing situation

### 1. Present perfect tense for experience

We often use the present perfect tense to talk about **experience** from the past. We are not interested in **when** you did something. We only want to know **if** you did it:

I have seen ET.

He has lived in Bangkok.  
Have you been there?  
We have never eaten caviar.

past	present	future
—————	!!!	
The action or state was in the past.	In my head, I have a memory now.	

**Connection with past:** the event was in the past.

**Connection with present:** in my head, **now**, I have a memory of the event; I **know** something about the event; I have **experience** of it.

## 2. Present perfect tense for change

We also use the present perfect tense to talk about a **change** or **new** information:

I have bought a car.		
past	present	future
-	+	
Last week I didn't have a car.	Now I have a car.	

John has broken his leg.		
past	present	future
+	-	
Yesterday John had a good leg.	Now he has a bad leg.	

Has the price gone up?		
past	present	future
+	-	
Was the price \$1.50 yesterday?	Is the price \$1.70 today?	

The police have arrested the killer.		
<b>past</b>	<b>present</b>	<b>future</b>
-	+	
Yesterday the killer was free.	Now he is in prison.	



**Connection with past:** the past is the opposite of the present.

**Connection with present:** the present is the opposite of the past.

Americans do not use the present perfect tense so much as British speakers. Americans often use the past tense instead. An American might say "Did you have lunch?", where a British person would say "Have you had lunch?"

### 3. Present perfect tense for continuing situation

We often use the present perfect tense to talk about a **continuing situation**. This is a state that started in the **past** and continues in the **present** (and will probably continue into the future). This is a **state** (not an action). We usually use **for** or **since** with this structure.

I have worked here since June. He has been ill for 2 days. How long have you known Tara?		
<b>past</b>	<b>present</b>	<b>future</b>
		
The situation started in the past.	It continues up to now.	(It will probably continue into the future.)

**Connection with past:** the situation started in the past.

**Connection with present:** the situation continues in the present.

## For & Since with Present Perfect Tense

We often use **for** and **since** with the present perfect tense.

- We use **for** to talk about a **period** of time—5 minutes, 2 weeks, 6 years.
- We use **since** to talk about a **point** in past time—9 o'clock, 1st January, Monday.



for	since
<b>a period of time</b>	<b>a point in past time</b>
—————	x-----
20 minutes	6.15pm
three days	Monday
6 months	January
4 years	1994
2 centuries	1800
a long time	I left school
ever	the beginning of time
etc	etc

Here are some examples:

- I have been here **for** 20 minutes.
- I have been here **since** 9 o'clock.
- John hasn't called **for** 6 months.
- John hasn't called **since** February.
- He has worked in New York **for** a long time.
- He has worked in New York **since** he left school.

**For** can be used with all tenses. **Since** is usually used with perfect tenses only.

# Present Perfect Continuous Tense

*I have been singing*

## How do we make the Present Perfect Continuous Tense?

The structure of the present perfect continuous tense is:

subject + auxiliary verb + auxiliary verb + main verb

have  
has

been

base + ing

Here are some examples of the present perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	have		been	waiting	for one hour.
+	You	have		been	talking	too much.
-	It	has	not	been	raining.	
-	We	have	not	been	playing	football.
?	Have	you		been	seeing	her?
?	Have	they		been	doing	their homework?

## Contractions

When we use the present perfect continuous tense in speaking, we often contract the subject and the first auxiliary. We also sometimes do this in informal writing.

I have been	I've been
You have been	You've been
He has been	He's been
She has been	She's been
It has been	It's been
John has been	John's been
The car has been	The car's been

We have been	We've been
They have been	They've been

Here are some examples:

- I've been reading.
- The car's been giving trouble.
- We've been playing tennis for two hours.

### ***How do we use the Present Perfect Continuous Tense?***

This tense is called the **present** perfect continuous tense. There is usually a connection with the **present** or now. There are basically two uses for the present perfect continuous tense:

#### **1. An action that has just stopped or recently stopped**

We use the present perfect continuous tense to talk about an **action** that started in the past and stopped recently. There is usually a result **now**.

I'm tired because I've been running.		
<b>past</b>	<b>present</b>	<b>future</b>
■	!!!	
Recent action.	Result now.	

- I'm tired <sup>[now]</sup> because I've **been running**.
- Why is the grass wet <sup>[now]</sup>? **Has it been raining?**
- You don't understand <sup>[now]</sup> because you **haven't been listening**.

#### **2. An action continuing up to now**

We use the present perfect continuous tense to talk about an **action** that started in the past and is continuing **now**. This is often used with **for** or **since**.

I have been reading for 2 hours.		
<b>past</b>	<b>present</b>	<b>future</b>
■		
Action started in past.	Action is continuing now.	

- I **have been reading for** 2 hours. [I am still reading now.]

- We've **been studying since** 9 o'clock. [We're still studying now.]
- How long **have you been learning** English? [You are still learning now.]
- We **have not been smoking**. [And we are not smoking now.]

### ***For and Since with Present Perfect Continuous Tense***

We often use **for** and **since** with the present perfect tense.

- We use **for** to talk about a **period** of time—5 minutes, 2 weeks, 6 years.
- We use **since** to talk about a **point** in past time—9 o'clock, 1st January, Monday.

for	since
<b>a period of time</b>	<b>a point in past time</b>
20 minutes	6.15pm
three days	Monday
6 months	January
4 years	1994
2 centuries	1800
a long time	I left school
ever	the beginning of time
etc	etc

Here are some examples:

- I have been studying **for** 3 hours.
- I have been watching TV **since** 7pm.
- Tara hasn't been feeling well **for** 2 weeks.
- Tara hasn't been visiting us **since** March.
- He has been playing football **for** a long time.
- He has been living in Bangkok **since** he left school.

**For** can be used with all tenses. **Since** is usually used with perfect tenses only.

# Simple Past Tense

**I sang**

The **simple past tense** is sometimes called the preterit tense. We can use several tenses to talk about the past, but the simple past tense is the one we use most often.

In this lesson we look at the structure and use of the simple past tense, followed by a quiz to check your understanding:

## How do we make the Simple Past Tense?

To make the simple past tense, we use:

- **past form** only  
or
- auxiliary **did** + **base form**

Here you can see examples of the **past form** and **base form** for irregular verbs and regular verbs:

	<b>V1 base</b>	<b>V2 past</b>	<b>V3 past participle</b>	
regular verb	<b>work explode like</b>	<b>worked exploded liked</b>	worked exploded liked	The past form for all regular verbs ends in -ed.
irregular verb	<b>go see sing</b>	<b>went saw sang</b>	gone seen sung	The past form for irregular verbs is variable. You need to learn it by heart.
			You do not need the past participle form to make the simple past tense. It is shown here for completeness only.	

The structure for **positive** sentences in the simple past tense is:

**subject + main verb**

past

The structure for **negative** sentences in the simple past tense is:

**subject + auxiliary verb + not + main verb**

did

base

The structure for **question** sentences in the simple past tense is:

**auxiliary verb + subject + main verb**

did

base

The auxiliary verb **did** is not conjugated. It is the same for all persons (I did, you did, he did etc). And the base form and past form do not change. Look at these examples with the main verbs **go** and **work**:

	subject	auxiliary verb		main verb	
+	I			went	to school.
	You			worked	very hard.
-	She	did	not	go	with me.
	We	did	not	work	yesterday.
?	Did	you		go	to London?
	Did	they		work	at home?

**Exception!** The verb **to be** is different. We conjugate the verb to be (I was, you were, he/she/it was, we were, they were); and we do **not** use an auxiliary for negative and question sentences. To make a question, we exchange the subject and verb. Look at these examples:

	subject	main verb		
+	I, he/she/it	was		here.
	You, we, they	were		in London.
-	I, he/she/it	was	not	there.
	You, we, they	were	not	happy.
?	Was	I, he/she/it		right?
	Were	you, we, they		late?

## How do we use the Simple Past Tense?

We use the simple past tense to talk about an action or a situation—an event—in the past. The event can be **short** or **long**.

Here are some **short** events with the simple past tense:

The car exploded at 9.30am yesterday.  
 She went to the door.  
 We did not hear the telephone.  
 Did you see that car?

past	present	future
■		
The action is in the past.		

Here are some **long** events with the simple past tense:

I lived in Bangkok for 10 years.  
 The Jurassic period lasted about 62 million years.  
 We did not sing at the concert.  
 Did you watch TV last night?

past	present	future
■■■■■■■■■■		
The action is in the past.		

Notice that it does not matter how long ago the event is: it can be a few minutes or seconds in the past, or millions of years in the past. Also it does not matter how long the event is. It can be a few milliseconds (car explosion) or millions of years (Jurassic period). We use the simple past tense when:

- the event is **in the past**
- the event is **completely finished**
- we say (or understand) the **time** and/or **place** of the event

In general, if we say the **time** or **place** of the event, we must use the simple past tense; we cannot use the present perfect.

Here are some more examples:

- I **lived** in that house when I was young.
- He **didn't like** the movie.
- What **did** you **eat** for dinner?
- John **drove** to London on Monday.
- Mary **did** not **go** to work yesterday.

- **Did** you **play** tennis last week?
- I **was** at work yesterday.
- We **were** not late (for the train).
- **Were** you angry?

Note that when we tell a story, we usually use the simple past tense. We may use the past continuous tense to "set the scene", but we almost always use the simple past tense for the action. Look at this example of the beginning of a story:

"The wind was howling around the hotel and the rain was pouring down. It **was** cold. The door **opened** and James Bond **entered**. He **took off** his coat, which **was** very wet, and **ordered** a drink at the bar. He **sat down** in the corner of the lounge and quietly **drank** his..."

This page shows the use of the simple past tense to talk about past events. But note that there are some other uses for the simple past tense, for example in conditional or **if** sentences.



# Past Continuous Tense

*I was singing*

The **past continuous tense** is an important tense in English. We use it to say what we were in the middle of doing at a particular moment in the past.

In this lesson we look at the structure and the use of the past continuous tense, followed by a quiz to check your understanding:

## How do we make the Past Continuous Tense?

The structure of the past continuous tense is:

subject	+	auxiliary verb BE	+	main verb
		conjugated in simple past tense		present participle
		<b>was were</b>		<b>base + ing</b>


For negative sentences in the past continuous tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the past continuous tense:

	subject	auxiliary verb		main verb	
+	I	was		watching	TV.
+	You	were		working	hard.
-	He, she, it	was	not	helping	Mary.
-	We	were	not	joking.	
?	Were	you		being	silly?
?	Were	they		playing	football?

The [spelling rules](#) for adding **ing** to make the past continuous tense are the same as for the present continuous tense.

## How do we use the Past Continuous Tense?

The past continuous tense expresses action at a **particular moment** in the past. The action started before that moment but has not finished at that moment. For example, yesterday I watched a film on TV. The film started at 7pm and finished at 9pm.

At 8pm yesterday, I <b>was watching</b> TV.		
<b>past</b>	<b>present</b>	<b>future</b>
		
At 8pm, I was in the middle of watching TV.		

When we use the past continuous tense, our listener usually knows or understands what time we are talking about. Look at these examples:

- I **was working** at 10pm last night.
- They **were not playing** football at 9am this morning.
- What **were you doing** at 10pm last night?
- What **were you doing** when he arrived?
- She **was cooking** when I telephoned her.
- We **were having** dinner when it started to rain.
- Ram went home early because it **was snowing**.

[Some verbs cannot be used](#) in continuous/progressive tenses.

We often use the past continuous tense to "set the scene" in stories. We use it to describe the background situation at the moment when the action begins. Often, the story starts with the past continuous tense and then moves into the simple past tense. Here is an example:


" James Bond **was driving** through town. It **was raining**. The wind **was blowing** hard. Nobody **was walking** in the streets. Suddenly, Bond saw the killer in a telephone box..."

## Past Continuous Tense + Simple Past Tense

We often use the past continuous tense with the simple past tense. We use the past continuous tense to express a **long** action. And we use the simple past tense to express a **short** action that happens **in the middle** of the long action. We can join the two ideas with **when** or **while**.

In the following example, we have two actions:

1. long action (watching TV), expressed with past continuous tense
2. short action (telephoned), expressed with simple past tense

past	present	future
Long action.		
I <b>was watching</b> TV at 8pm.  You <b>telephoned</b> at 8pm.		
Short action.		

We can join these two actions with **when**:

- I was watching TV **when** you telephoned.

(Notice that "when you telephoned" is also a way of defining the time [8pm].)

We use:

- **when** + **short action** (simple past tense)
- **while** + **long action** (past continuous tense)

There are four basic combinations:

	I was walking past the car	<b>when</b>	it exploded.
<b>When</b>	the car exploded		I was walking past it.
	The car exploded	<b>while</b>	I was walking past it.
<b>While</b>	I was walking past the car		it exploded.

Notice that the **long action** and **short action** are relative.

- "Watching TV" took a few hours. "Telephoned" took a few seconds.
- "Walking past the car" took a few seconds. "Exploded" took a few milliseconds.

# Past Perfect Tense

## *I had sung*

The **past perfect tense** is quite an easy tense to understand and to use. This tense talks about the "past in the past".

In this lesson we look at:

## How do we make the Past Perfect Tense?

The structure of the past perfect tense is:

subject	+	auxiliary verb HAVE	+	main verb
		conjugated in simple past tense		past participle
		had		V3

For negative sentences in the past perfect tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the past perfect tense:

	subject	auxiliary verb		main verb	
+	I	had		finished	my work.
+	You	had		stopped	before me.
-	She	had	not	gone	to school.
-	We	had	not	left.	
?	Had	you		arrived?	
?	Had	they		eaten	dinner?

When speaking with the past perfect tense, we often contract the subject and auxiliary verb:

I had	I'd
you had	you'd

he had	he'd
she had	she'd
it had	it'd
we had	we'd
they had	they'd

The **'d** contraction is also used for the auxiliary verb **would**. For example, **we'd** can mean:

- We **had**  
or
- We **would**

But usually the main verb is in a different form, for example:

- We had **arrived** (past participle)
- We would **arrive** (base)

It is always clear from the context.

## How do we use the Past Perfect Tense?

The past perfect tense expresses action in the **past** before another action in the **past**. This is the **past in the past**. For example:

- The train left at 9am. We arrived at 9.15am. When we arrived, the train **had left**.

<b>The train <b>had left</b> when <b>we arrived</b>.</b>		
<b>past</b>	<b>present</b>	<b>future</b>
Train leaves in past at 9am.		
We arrive in past at 9.15am.		

Look at some more examples:

- I wasn't hungry. I **had** just **eaten**.
- They were hungry. They **had** not **eaten** for five hours.
- I didn't know who he was. I **had** never **seen** him before.

- "Mary wasn't at home when I arrived."  
"Really? Where **had** she **gone**?"

You can sometimes think of the past perfect tense like the present perfect tense, but instead of the time being **now** the time is **past**.

**past perfect tense**

had |  
done |  
> |

**past**

**now**

**future**

**present perfect tense**

have |  
done |  
> |

**past**

**now**

**future**

For example, imagine that you arrive at the station at 9.15am. The stationmaster says to you:

- "You **are** too late. The train **has left**."

Later, you tell your friends:

- "We **were** too late. The train **had left**."

We often use the past perfect tense in reported speech after verbs like **said, told, asked, thought, wondered**:

Look at these examples:

- He told us that the train **had left**.
- I thought I **had met** her before, but I was wrong.
- He explained that he **had closed** the window because of the rain.
- I wondered if I **had been** there before.
- I asked them why they **had not finished**.

# Past Perfect Continuous Tense

*I had been singing*

## How do we make the Past Perfect Continuous Tense?

The structure of the past perfect continuous tense is:

subject	+	auxiliary verb HAVE	+	auxiliary verb BE	+	main verb
		conjugated in simple past tense		past participle		present participle
		had		been		base + ing

For negative sentences in the past perfect continuous tense, we insert **not** after the first auxiliary verb. For question sentences, we exchange the **subject** and **first auxiliary verb**. Look at these example sentences with the past perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	had		been	working.	
+	You	had		been	playing	tennis.
-	It	had	not	been	working	well.
-	We	had	not	been	expecting	her.
?	Had	you		been	drinking?	
?	Had	they		been	waiting	long?

When speaking with the past perfect continuous tense, we often contract the subject and first auxiliary verb:

I had been	I'd been
you had been	you'd been
he had she had been	he'd been she'd been

it had been	it'd been
we had been	we'd been
they had been	they'd been

**How do we use the Past Perfect Continuous Tense?**

The past perfect continuous tense is like the past perfect tense, but it expresses longer actions in the **past** before another action in the **past**. For example:

- Ram started waiting at 9am. I arrived at 11am. When I arrived, Ram **had been waiting** for two hours.

Ram <b>had been waiting</b> for two hours when <b>I arrived</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
Ram starts waiting in past at 9am.		
9	11	
I arrive in past at 11am.		

Here are some more examples:

- John was very tired. He **had been running**.
- I could smell cigarettes. Somebody **had been smoking**.
- Suddenly, my car broke down. I was not surprised. It **had not been running** well for a long time.
- **Had** the pilot **been drinking** before the crash?

You can sometimes think of the past perfect continuous tense like the present perfect continuous tense, but instead of the time being **now** the time is **past**.

**past perfect continuous tense**

had |  
 been |  
 doing |  
 >>>> |

**present perfect continuous tense**

| have |  
 | been |  
 | doing |  
 | >>>> |

**past**                      **now**                      **future**

**past**                      **now**                      **future**

For example, imagine that you meet Ram at 11am. Ram says to you:



- "I **am** angry. I **have been waiting** for two hours."

Later, you tell your friends:

- "Ram **was** angry. He **had been waiting** for two hours."

# Simple Future Tense

*I will sing*

The **simple future tense** is often called **will**, because we make the simple future tense with the modal auxiliary **will**.

## How do we make the Simple Future Tense?

The structure of the simple future tense is:

subject	+	auxiliary verb WILL	+	main verb
		invariable		base
		<b>will</b>		<b>V1</b>

For negative sentences in the simple future tense, we insert **not** between the auxiliary verb and main verb. For question sentences, we exchange the **subject** and **auxiliary verb**. Look at these example sentences with the simple future tense:

	subject	auxiliary verb		main verb	
+	I	will		open	the door.
+	You	will		finish	before me.
-	She	will	not	be	at school tomorrow.
-	We	will	not	leave	yet.
?	Will	you		arrive	on time?
?	Will	they		want	dinner?

When we use the simple future tense in speaking, we often contract the subject and auxiliary verb:

I will	I'll
you will	you'll

he will	he'll
she will	she'll
it will	it'll
we will	we'll
they will	they'll

For negative sentences in the simple future tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not	he won't
she will not	she won't
it will not	it won't
we will not	we won't
they will not	they won't

### ***How do we use the Simple Future Tense?***

#### **No Plan**

We use the simple future tense when there is no plan or decision to do something before we speak. We make the decision spontaneously at the time of speaking. Look at these examples:

- Hold on. I'll **get** a pen.
- We **will see** what we can do to help you.
- Maybe we'll **stay in** and **watch** television tonight.

In these examples, we had no firm plan before speaking. The decision is made **at the time of speaking**.

We often use the simple future tense with the verb **to think** before it:

- I **think** I'll go to the gym tomorrow.
- I **think** I will have a holiday next year.
- I don't **think** I'll buy that car.

#### **Prediction**

We often use the simple future tense to make a prediction about the future. Again, there is no firm plan. We are saying **what we think will happen**. Here are some examples:

- It **will rain** tomorrow.

- People **won't go** to Jupiter before the 22nd century.
- Who do you think **will get** the job?

## Be

When the main verb is **be**, we can use the simple future tense even if we have a firm plan or decision before speaking. Examples:

- I'll **be** in London tomorrow.
- I'm going shopping. I **won't be** very long.
- **Will** you **be** at work tomorrow?

Note that when we have a plan or intention to do something in the future, we usually use other tenses or expressions, such as the **present continuous tense** or **going to**.

# Future Continuous Tense

*I will be singing*

## How do we make the Future Continuous Tense?

The structure of the future continuous tense is:

subject	+	auxiliary verb WILL	+	auxiliary verb BE	+	main verb
		invariable		invariable		present participle
		will		be		base + ing

For negative sentences in the future continuous tense, we insert **not** between **will** and **be**. For question sentences, we exchange the **subject** and **will**. Look at these example sentences with the future continuous tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	will		be	working	at 10am.
+	You	will		be	lying	on a beach tomorrow.
-	She	will	not	be	using	the car.
-	We	will	not	be	having	dinner at home.
?	Will	you		be	playing	football?
?	Will	they		be	watching	TV?

When we use the future continuous tense in speaking, we often contract the subject and will:

I will	I'll
you will	you'll
he will	he'll
she will	she'll
it will	it'll

we will	we'll
they will	they'll

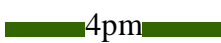
For spoken negative sentences in the future continuous tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

We sometimes use **shall** instead of **will**, especially for I and we.

### ***How do we use the Future Continuous Tense?***

The future continuous tense expresses action at a **particular moment** in the future. The action will start before that moment but it will not have finished at that moment. For example, tomorrow I will start work at 2pm and stop work at 6pm:

At 4pm tomorrow, I <b>will be working</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
		
		At 4pm, I will be in the middle of working.

When we use the future continuous tense, our listener usually knows or understands what time we are talking about. Look at these examples:

- I **will be playing** tennis at 10am tomorrow.
- They **won't be watching** TV at 9pm tonight.
- What **will you be doing** at 10pm tonight?
- What **will you be doing** when I arrive?
- She **will not be sleeping** when you telephone her.
- We **'ll be having** dinner when the film starts.
- Take your umbrella. It **will be raining** when you return.

# Future Perfect Tense

*I will have sung*

The **future perfect tense** is quite an easy tense to understand and use. The future perfect tense talks about the **past in the future**.

## How do we make the Future Perfect Tense?

The structure of the future perfect tense is:

subject	+	auxiliary verb <b>WILL</b>	+	auxiliary verb <b>HAVE</b>	+	main verb
		invariable		invariable		past participle
		<b>will</b>		<b>have</b>		<b>V3</b>

Look at these example sentences in the future perfect tense:

	subject	auxiliary verb		auxiliary verb	main verb	
+	I	will		have	finished	by 10am.
+	You	will		have	forgotten	me by then.
-	She	will	not	have	gone	to school.
-	We	will	not	have	left.	
?	Will	you		have	arrived?	
?	Will	they		have	received	it?

In speaking with the future perfect tense, we often contract the **subject** and **will**. Sometimes, we contract the **subject**, **will** and **have** all together:

I will have	I'll have	I'll've
you will have	you'll have	you'll've
he will have	he'll have	he'll've


she will have it will have	she'll have it'll have	she'll've it'll've
we will have	we'll have	we'll've
they will have	they'll have	they'll've

We sometimes use **shall** instead of **will**, especially for I and we.

### How do we use the Future Perfect Tense?

The future perfect tense expresses action in the future **before** another action in the future. This is the **past in the future**. For example:

- The train will leave the station at 9am. You will arrive at the station at 9.15am. When you arrive, the train **will have left**.

The train <b>will have left</b> when <b>you arrive</b> .		
<b>past</b>	<b>present</b>	<b>future</b>
		Train leaves in future at 9am.
		9      9.15 
		You arrive in future at 9.15am.

Look at some more examples:

- You can call me at work at 8am. I **will have arrived** at the office by 8.
- They will be tired when they arrive. They **will not have slept** for a long time.
- "Mary won't be at home when you arrive."  
"Really? Where **will she have gone**?"

You can sometimes think of the future perfect tense like the present perfect tense, but instead of your viewpoint being in the present, it is in the future:

**present perfect tense**

have |  
done |  
> |

**future perfect tense**

will |  
have |  
done |  
> |

**past                  now                  future**

**past                  now                  future**



# Future Perfect Continuous Tense

*I will have been singing*

## How do we make the Future Perfect Continuous Tense?

The structure of the future perfect continuous tense is:

subject	+	auxiliary verb WILL	+	auxiliary verb HAVE	+	auxiliary verb BE	+	main verb
		invariable		invariable		past participle		present participle
		<b>will</b>		<b>have</b>		<b>been</b>		<b>base + ing</b>

For negative sentences in the future perfect continuous tense, we insert **not** between **will** and **have**. For question sentences, we exchange the **subject** and **will**. Look at these example sentences with the future perfect continuous tense:

	subject	auxiliary verb		auxiliary verb	auxiliary verb	main verb	
+	I	will		have	been	working	for four hours.
+	You	will		have	been	travelling	for two days.
-	She	will	not	have	been	using	the car.
-	We	will	not	have	been	waiting	long.
?	Will	you		have	been	playing	football?
?	Will	they		have	been	watching	TV?

When we use the future perfect continuous tense in speaking, we often contract the subject and auxiliary verb:

I will	I'll
you will	you'll
he will	he'll
she will	she'll

it will	it'll
we will	we'll
they will	they'll

For negative sentences in the future perfect continuous tense, we contract with **won't**, like this:

I will not	I won't
you will not	you won't
he will not she will not it will not	he won't she won't it won't
we will not	we won't
they will not	they won't

### ***How do we use the Future Perfect Continuous Tense?***

We use the future perfect continuous tense to talk about a long action before some point in the future. Look at these examples:

- I **will have been working** here for ten years next week.
- He will be tired when he arrives. He **will have been traveling** for 24 hours.

# Passive Voice: Present / Past

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## Passive Voice: Definition

In the active voice, the subject of the sentence **DOES the action:**

**John painted** the **house** last week. **Subject**  
/ **verb** / **object**

In the passive voice, the subject of the sentence **RECEIVES the action.**

The **house was painted** last week. **Subject**  
/ **verb**

Notice that the **object** of the active sentence (house) became the **subject** of the passive sentence.

## Passive Voice: Use

The passive voice is used when:

1. **We do not know who did the action** Example: The documents were stolen.  
(we don't know who stole the documents)
2. **The receiver of the action is more important**  
Example: The pyramids were built nearly 5,000 years ago by the ancient Egyptians.  
(we want to emphasize "pyramids" more than "ancient Egyptians")

## Passive Voice: Form

To change an active voice sentence to a passive voice sentence:

1. Make the object of the active sentence into the subject of the passive sentence.
2. Use the verb "to be" in the same tense as the main verb of the active sentence.
3. Use the past participle of the main verb of the active sentence.

Here are some active and passive voice examples to help!

**Active:** People drink champagne on New Year's Eve. **Passive:** Champagne **is drunk** on New Year's Eve.

**Active:** Chefs use these machines to mix the ingredients.  
**Passive:** These machines **are used** to mix the ingredients.

**Active:** They renovated the restaurant in 2004.  
**Passive:** The restaurant **was renovated** in 2004.

**Active:** The teachers informed the students that the class had been cancelled.

**Passive:** The students **were informed** that the class had been cancelled.

### Passive Voice: Present

In the present, the passive voice uses the verbs **is** and **are** + past participle of the main verb. The passive voice present is often used to describe:

#### Processes

- First the apples **are picked**, then they **are cleaned**, and finally they're **packed** and **shipped** to the market.

#### General thoughts, opinions, and beliefs

- New York **is considered** the most diverse city in the U.S.
- **It is believed** that Amelia Earhart's plane crashed in the Pacific Ocean.
- Hungarian **is seen** as one of the world's most difficult languages to learn.
- Skin cancers **are thought** to be caused by excessive exposure to the sun.

### Passive Voice: Past

In the past, the passive voice uses the verbs **was** and **were** + past participle of the main verb.

The passive voice past is often used to describe:

#### Events in history

- George Washington **was elected** president in 1788.

### **Crimes / Accidents**

- Two people **were killed** in a drive-by shooting on Friday night.
- Ten children **were injured** when part of the school roof collapsed.

...as well as in many other situations when the person who did the action is unknown or unimportant.

# Reported Speech: Statements



## What is reported speech?

“Reported speech” is when we talk about what somebody else said:

- **Direct Speech:** “I’ve been to London three times.”
- **Reported Speech:** She said she’d been to London three times.

We often use “reported speech” when talking about a conversation that happened in the past. There are some changes to the verbs with reported speech; read the table to find out how each verb tense changes:

DIRECT SPEECH	REPORTED SPEECH	EXAMPLE
Simple present	Simple past	“I <b>want</b> to go home.” She said she <b>wanted</b> to go home.
Present continuous	Past continuous	“I’ <b>m reading</b> a good book.” She said she <b>was reading</b> a good book.
Simple past	Past perfect	“I <b>ate</b> pasta for dinner last night.” She said she’ <b>d eaten</b> pasta for dinner last night.

<p><b>Present perfect</b></p>	<p><b>Past perfect</b></p>	<p>“I’ve just <b>finished</b> cleaning my room.” She said she’d just <b>finished</b> cleaning her room.</p> <p>“My mother <b>has</b> never <b>been</b> to Japan.” She said her mother <b>had</b> never <b>been</b> to Japan.</p>
<p><b>Can / can’t</b></p>	<p><b>Could / couldn’t</b></p>	<p>“I <b>can</b> meet with you next Monday.” She said she <b>could</b> meet with me next Monday.</p> <p>“Sorry, I <b>can’t</b> talk now. I’m at work.” She said she <b>couldn’t</b> talk at the moment because she was at work.</p>
<p><b>Will / won’t</b></p>	<p><b>Would / wouldn’t</b></p>	<p>“I’ll pick him up at the airport.” She said she’d pick him up at the airport.</p> <p>“I <b>won’t</b> tell anybody your secret.” She said she <b>wouldn’t</b> tell anybody my secret.</p>

**Be careful:** “said” and “told” have a small difference.

After “told,” we need to include a person:

- She said that she wanted to go home.
- She told **me** that she wanted to go home.
- She told **John** that she wanted to go home.
- ~~She told that she wanted to go home.~~
- ~~She said me that she wanted to go home.~~

# Reported Speech: Requests, Orders, Questions

How to form reported requests, orders, and questions:

DIRECT SPEECH	REPORTED SPEECH	EXAMPLE
Requests/orders	Asked (me/him/her) to... Told (me/him/her) to...	<p>“Please make 10 copies of this report.” She <b>asked me to</b> make 10 copies of the report.</p> <p>“Go to the bank.” He <b>told me to</b> go to the bank.</p>
Yes/no questions	Asked if... Wanted to know if...	<p>“Are you coming to the party?” He <b>asked if</b> I was coming to the party.</p> <p>“Has John seen the new movie?” She <b>wanted to know if</b> John had seen the new movie.</p>
Other questions	Asked... Wanted to know...	<p>“When was the company founded?” She <b>asked</b> when the company was founded.</p> <p>“What kind of car do you drive?” He <b>wanted to know</b> what kind of car I drive.</p>

## 1. Requests/orders

“**Asked me to**” is used for requests.

“**Told me to**” is stronger; it is used for orders/commands.

The main verb stays in the infinitive:

She asked me **to make** copies. He told me **to go** to the bank.

## 2. Yes/no questions



**"Asked if"** and **"wanted to know if"** are equal.

The main verb changes according to the [rules for reported statements](#):

**"Did you turn off the TV?"** (past simple)

She asked if I **had turned off** the TV (past perfect)

We don't use the auxiliary verbs "do/does/did" in the reported question.

### 3. Other questions

**"Asked"** and **"wanted to know"** are equal.

We don't use the auxiliary verb "do" or "does" in the reported question:

"Where **does** he work?"

She wanted to know **where he works**.

In questions with the verb "to be," the **word order** changes in the reported question:

"Where **were you** born?" (Question word + [to be] + subject)

He asked where **I was** born (Question word + subject + [to be])

~~He asked where was I born~~

# Irregular verbs

Verb	Past simple	Past participle
arise	arose	arisen
be	was / were	been
beat	beat	beaten
become	became	become
begin	began	begun
bend	bent	bent
bite	bit	bitten
bleed	bled	bled
blow	blew	blown
break	broke	broken
bring	brought	brought
broadcast	broadcast	broadcast
build	built	built
burn	burnt	burnt
burst	burst	burst
buy	bought	bought
catch	caught	caught
choose	chose	chosen
come	came	come
cost	cost	cost
creep	crept	crept
cut	cut	cut
deal	dealt	dealt
dig	dug	dug
do	did	done
draw	drew	drawn
dream	dreamt	dreamt
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
find	found	found
fly	flew	flown
forbid	forbade	forbidden
forget	forgot	forgotten

Verb	Past simple	Past participle
forgive	forgave	forgiven
freeze	froze	frozen
get	got	got
give	gave	given
go	went	gone
grow	grew	grown
hang	hung	hung
have	had	had
hear	heard	heard
hide	hid	hidden
hit	hit	hit
hold	held	held
hurt	hurt	hurt
keep	kept	kept
kneel	knelt	knelt
know	knew	known
lay	laid	laid
lead	led	led
lean	leant	leant
learn	learnt	learnt
leave	left	left
lend	lent	lent
let	let	let
lie	lay	lain
light	lit	lit
lose	lost	lost
make	made	made
mean	meant	meant
meet	met	met
pay	paid	paid
put	put	put
read	read	read
ride	rode	ridden
ring	rang	rung
rise	rose	risen
run	ran	run
say	said	said
see	saw	seen

Verb	Past simple	Past participle
sell	sold	sold
send	sent	sent
set	set	set
sew	sewed	sewn
shake	shook	shaken
shine	shone	shone
shoot	shot	shot
show	showed	shown
shrink	shrank	shrunk
shut	shut	shut
sing	sang	sung
sink	sank	sunk
sit	sat	sat
sleep	slept	slept
slide	slid	slid
smell	smelt	smelt
sow	sowed	sown
speak	spoke	spoken
spell	spelt / spelled	spelt / spelled
spend	spent	spent
spill	spilt	spilt
spit	spat	spat
split	split	split
spoil	spoilt	spoilt
spread	spread	spread
spring	sprang	sprung
stand	stood	stood
steal	stole	stolen
stick	stuck	stuck
sting	stung	stung
strike	struck	struck
swear	swore	sworn
sweep	swept	swept
swell	swelled	swollen
swim	swam	swum
swing	swung	swung
take	took	taken
teach	taught	taught

Verb	Past simple	Past participle
tear	tore	torn
tell	told	told
think	thought	thought
throw	threw	thrown
understand	understood	understood
wake	woke	woken
wear	wore	worn
weep	wept	wept
win	won	won
write	wrote	written

# *Modifiers*

## **What are modifiers? How do they function in sentences?**

Modifiers are words, phrases, and clauses that affect and often enhance the meaning of a sentence. Modifiers offer detail that can make a sentence more engaging, clearer, or specific. The simplest form of a modifier would be an adjective or adverb. But again, modifiers can come in the form of phrases and clauses that act like adjectives and adverbs.

## **What are some examples of the types of modifiers that writers use?**

### Adjectival clause (acts as an adjective)

My sister, ***who is an engineer***, works next door.

- “who is an engineer,” the *dependent clause* (one that cannot stand alone; an incomplete thought), describes (or modifies) the noun “sister.”
- Adjectival clauses usually begin with a relative pronoun (that, which, who, whom, whose) or a relative adverb (where, when, why).

### Adverbial clause (acts as adverb)

***Because I was so tired***, I went to bed.

- “Because I was so tired” describes the action of “going to bed.”
- A trick: adverb clauses usually answer the *how*, *when*, and *why* of actions. *Why* did I go to bed? *Because I was so tired*.
- Adverbial clauses usually begin with subordinating conjunctions.
  - Time*: after, when, until, soon, before,
  - Condition*: if, whether or not, provided, in case, unless
  - Cause and effect: because, as, since, so, in order that, now that, inasmuch as
  - Contrast: though, although, while, whereas, even though

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## Modifiers

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### Demonstratives

***this*** year; ***these*** people; ***that*** car; back in ***those*** days

- Demonstratives point to particular nouns.
- Near or far? “this” and “these” refer to “near” nouns; “that” and “those” refer to “far” nouns.
- Come before the noun they modify.

### Possessive adjectives/determiners

***my*** paper; ***their*** happiness; ***your*** dog; ***his, her, its, our.***

- Usually used in front of a noun to express possession.
- Possessive pronouns (***mine, yours, his, hers, theirs, ours***) are related, but they usually come after the noun they are expressing possession of. Example: *The lunch is mine.*

### Prepositional phrase

The people ***in the audience*** roared with laughter.

- “in the audience” adds further meaning to “the people.”
- Prepositional phrases often answer *how* or *why* nouns are related to other words in the sentence. In this example, the phrase answers *why* “people” are roaring with laughter, because they are “in the audience,” presumably of some hilarious comedy show.

### **What are some common errors when using modifiers?**

Because modifiers can exist in the form of groups of words—phrases and clauses—it is easy to misplace them in writing. Just like adjectives and adverbs need to be in the correct location with respect to the nouns and verbs they modify, adjectival and adverbial clauses, prepositional phrases, and other modifiers need to be placed such that they correctly modify their intended words/groups of words.

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## Modifiers

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Below are four common errors writers make when using modifiers.

### Dangling modifier

***After watching the movie***, the book still seems better.

- The adverbial phrase “after watching the movie” incorrectly modifies “the book.” This doesn’t make sense since a book cannot watch a movie. The modifier is dangling because the word it is supposed to modify—the name of or pronoun for the person who watched the movie—is not there.
- A correction: After watching the movie, *he still thinks* the book is better.

### Misplaced modifier

Joe thought about throwing a party for his dad ***while he walked in the park***.

- As it is, this sentence says that Joe thought about throwing the party while his dad walked in the park. That doesn’t make sense—his dad wouldn’t be there—and it is unclear.
- The modifier “while he walked in the park” is misplaced. Is it referring to Joe or his dad?
- A correction: *While he walked in the park*, Joe thought about throwing a party for his dad.

### Ambiguous (squinting modifiers)

Explaining your premises ***clearly*** enhances your argument.

- In this sentence, “clearly” could modify “explaining your premises,” as in explaining them *clearly*, or it could modify “enhances your argument,” as in *clearly* enhancing it.
- A correction: Explaining your premises *will clearly* enhance your argument.

# Passive Voice: Present / Past

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## Passive Voice: Definition

In the active voice, the subject of the sentence **DOES the action:**

**John painted** the **house** last week. **Subject**  
/ **verb** / **object**

In the passive voice, the subject of the sentence **RECEIVES the action.**

The **house was painted** last week. **Subject**  
/ **verb**

Notice that the **object** of the active sentence (house) became the **subject** of the passive sentence.

## Passive Voice: Use

The passive voice is used when:

1. **We do not know who did the action** Example: The documents were stolen.  
(we don't know who stole the documents)
2. **The receiver of the action is more important**  
Example: The pyramids were built nearly 5,000 years ago by the ancient Egyptians.  
(we want to emphasize "pyramids" more than "ancient Egyptians")

## Passive Voice: Form

To change an active voice sentence to a passive voice sentence:

1. Make the object of the active sentence into the subject of the passive sentence.
2. Use the verb "to be" in the same tense as the main verb of the active sentence.
3. Use the past participle of the main verb of the active sentence.

Here are some active and passive voice examples to help!

**Active:** People drink champagne on New Year's Eve. **Passive:** Champagne **is drunk** on New Year's Eve.

**Active:** Chefs use these machines to mix the ingredients.  
**Passive:** These machines **are used** to mix the ingredients.

**Active:** They renovated the restaurant in 2004.  
**Passive:** The restaurant **was renovated** in 2004.

**Active:** The teachers informed the students that the class had been cancelled.

**Passive:** The students **were informed** that the class had been cancelled.

### Passive Voice: Present

In the present, the passive voice uses the verbs **is** and **are** + past participle of the main verb. The passive voice present is often used to describe:

#### Processes

- First the apples **are picked**, then they **are cleaned**, and finally they're **packed** and **shipped** to the market.

#### General thoughts, opinions, and beliefs

- New York **is considered** the most diverse city in the U.S.
- **It is believed** that Amelia Earhart's plane crashed in the Pacific Ocean.
- Hungarian **is seen** as one of the world's most difficult languages to learn.
- Skin cancers **are thought** to be caused by excessive exposure to the sun.

### Passive Voice: Past

In the past, the passive voice uses the verbs **was** and **were** + past participle of the main verb.

The passive voice past is often used to describe:

#### Events in history



- George Washington **was elected** president in 1788.

### **Crimes / Accidents**

- Two people **were killed** in a drive-by shooting on Friday night.
- Ten children **were injured** when part of the school roof collapsed.

...as well as in many other situations when the person who did the action is unknown or unimportant.

# Reported Speech: Statements



## What is reported speech?

“Reported speech” is when we talk about what somebody else said:

- **Direct Speech:** “I’ve been to London three times.”
- **Reported Speech:** She said she’d been to London three times.

We often use “reported speech” when talking about a conversation that happened in the past. There are some changes to the verbs with reported speech; read the table to find out how each verb tense changes:

DIRECT SPEECH	REPORTED SPEECH	EXAMPLE
Simple present	Simple past	“I <b>want</b> to go home.” She said she <b>wanted</b> to go home.
Present continuous	Past continuous	“I’ <b>m reading</b> a good book.” She said she <b>was reading</b> a good book.
Simple past	Past perfect	“I <b>ate</b> pasta for dinner last night.” She said she’ <b>d eaten</b> pasta for dinner last night.

<p><b>Present perfect</b></p>	<p><b>Past perfect</b></p>	<p>“I’ve just <b>finished</b> cleaning my room.” She said she’d just <b>finished</b> cleaning her room.</p> <p>“My mother <b>has</b> never <b>been</b> to Japan.” She said her mother <b>had</b> never <b>been</b> to Japan.</p>
<p><b>Can / can’t</b></p>	<p><b>Could / couldn’t</b></p>	<p>“I <b>can</b> meet with you next Monday.” She said she <b>could</b> meet with me next Monday.</p> <p>“Sorry, I <b>can’t</b> talk now. I’m at work.” She said she <b>couldn’t</b> talk at the moment because she was at work.</p>
<p><b>Will / won’t</b></p>	<p><b>Would / wouldn’t</b></p>	<p>“I’ll pick him up at the airport.” She said she’d pick him up at the airport.</p> <p>“I <b>won’t</b> tell anybody your secret.” She said she <b>wouldn’t</b> tell anybody my secret.</p>

**Be careful:** “said” and “told” have a small difference.

After “told,” we need to include a person:

- She said that she wanted to go home.
- She told **me** that she wanted to go home.
- She told **John** that she wanted to go home.
- ~~She told that she wanted to go home.~~
- ~~She said me that she wanted to go home.~~

# Reported Speech: Requests, Orders, Questions

How to form reported requests, orders, and questions:

DIRECT SPEECH	REPORTED SPEECH	EXAMPLE
Requests/orders	Asked (me/him/her) to... Told (me/him/her) to...	<p>“Please make 10 copies of this report.” She <b>asked me to</b> make 10 copies of the report.</p> <p>“Go to the bank.” He <b>told me to</b> go to the bank.</p>
Yes/no questions	Asked if... Wanted to know if...	<p>“Are you coming to the party?” He <b>asked if</b> I was coming to the party.</p> <p>“Has John seen the new movie?” She <b>wanted to know if</b> John had seen the new movie.</p>
Other questions	Asked... Wanted to know...	<p>“When was the company founded?” She <b>asked</b> when the company was founded.</p> <p>“What kind of car do you drive?” He <b>wanted to know</b> what kind of car I drive.</p>

## 1. Requests/orders

“**Asked me to**” is used for requests.

“**Told me to**” is stronger; it is used for orders/commands.

The main verb stays in the infinitive:

She asked me **to make** copies. He told me **to go** to the bank.

## 2. Yes/no questions

**"Asked if"** and **"wanted to know if"** are equal.

The main verb changes according to the [rules for reported statements](#):

**"Did you turn off** the TV?" (past simple)

She asked if I **had turned off** the TV (past perfect)

We don't use the auxiliary verbs "do/does/did" in the reported question.

### 3. Other questions

**"Asked"** and **"wanted to know"** are equal.

We don't use the auxiliary verb "do" or "does" in the reported question:

"Where **does** he work?"

She wanted to know **where he works**.

In questions with the verb "to be," the **word order** changes in the reported question:

"Where **were you** born?" (Question word + [to be] + subject)

He asked where **I was** born (Question word + subject + [to be])

~~He asked where was I born~~

## *Irregular Verbs*

### *Simple Present, Simple Past and Present Perfect Tenses*

This is a list of Irregular Verbs. I will read the base form, the simple past tense and the past participle of the verb. Then, I will read the verb in three sentences, a simple present tense sentence, a simple past tense sentence and a present perfect tense sentence.

There will be time for you to repeat the verbs and sentences. Try it, it is good practice!

<b>Base</b>	<b>Past</b>	<b>Past Participle</b>	<b>Sentences</b>
Be	was / were	been	
	<i>Simple present tense</i>		I <i>am</i> in class now.
	<i>Simple past tense</i>		I <i>was</i> in class yesterday.
	<i>Present perfect tense</i>		I <i>have been</i> in class since 6:30pm.
Become	became	become	
	<i>Simple present tense</i>		Many people <i>become</i> U.S. citizens every year.
	<i>Simple past tense</i>		My sister <i>became</i> a U.S. citizen last month.
	<i>Present perfect tense</i>		My sister <i>has</i> just <i>become</i> a U.S. citizen.
Begin	began	begun	
	<i>Simple present tense</i>		We <i>begin</i> class at 8:30am every day.
	<i>Simple past tense</i>		We <i>began</i> class at 8:30am yesterday
	<i>Present perfect tense</i>		We <i>have</i> just <i>begun</i> class.
Bend	bent	bent	
	<i>Simple present tense</i>		Maria always <i>bends</i> the straw.
	<i>Simple past tense</i>		Maria <i>bent</i> the straw and put it in the can of soda.
	<i>Present perfect tense</i>		Maria <i>has bent</i> the straw many times.
Bite	bit	bitten	
	<i>Simple present tense</i>		Some dogs <i>bite</i> people
	<i>Simple past tense</i>		A dog <i>bit</i> a man yesterday.
	<i>Present perfect tense</i>		Those dogs <i>have bitten</i> people a few times.

Base	Past	Past participle	Sentences
Blow	blew	blown	
	<i>Simple present tense</i>		The wind <b>blows</b> all the time.
	<i>Simple past tense</i>		A strong wind <b>blew</b> yesterday afternoon.
	<i>Present perfect tense</i>		The wind <b>has blown</b> for a few hours.
Break	broke	broken	
	<i>Simple present tense</i>		The dishwasher usually <b>breaks</b> a couple of glasses.
	<i>Simple past tense</i>		The dishwasher <b>broke</b> a couple of glasses today.
	<i>Present perfect tense</i>		The dishwasher <b>has broken</b> three glasses this week.
Bring	brought	brought	
	<i>Simple present tense</i>		We <b>bring</b> our books to class every night.
	<i>Simple past tense</i>		We <b>brought</b> our books to class last night.
	<i>Present perfect tense</i>		We <b>have brought</b> our books to class since last fall.
Buy	bought	bought	
	<i>Simple present tense</i>		They <b>buy</b> a new car every summer.
	<i>Simple past tense</i>		They <b>bought</b> a new car last summer.
	<i>Present perfect tense</i>		They <b>have</b> just <b>bought</b> a new car.
Catch	caught	caught	
	<i>Simple present tense</i>		The boy always <b>catches</b> the ball.
	<i>Simple past tense</i>		The boy <b>caught</b> the ball yesterday.
	<i>Present perfect tense</i>		The boy <b>has caught</b> the ball for three hours.
Choose	chose	chosen	
	<i>Simple present tense</i>		You <b>choose</b> to take ESL classes.
	<i>Simple past tense</i>		You <b>chose</b> to take classes at this school last month.
	<i>Present perfect tense</i>		You <b>have</b> already <b>chosen</b> to take classes at this school.
Come	came	come	
	<i>Simple present tense</i>		Fadumo <b>comes</b> to class early every morning.
	<i>Simple past tense</i>		Fadumo <b>came</b> to class early yesterday morning.
	<i>Present perfect tense</i>		Fadumo <b>has come</b> to class early since September.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Cost	cost	cost	
	<i>Simple present tense</i>		The new coat <b>costs</b> \$45.
	<i>Simple past tense</i>		The new coat <b>cost</b> \$45 last week.
	<i>Present perfect tense</i>		The coat <b>has cost</b> \$45 since last month.
Cut	cut	cut	
	<i>Simple present tense</i>		The cook usually <b>cuts</b> the meat.
	<i>Simple past tense</i>		The cook <b>cut</b> the meat one hour ago.
	<i>Present perfect tense</i>		The cook <b>has</b> just <b>cut</b> the meat into small pieces.
Do	did	done	
	<i>Simple present tense</i>		You <b>do</b> your laundry every weekend.
	<i>Simple past tense</i>		You <b>did</b> your laundry last weekend.
	<i>Present perfect tense</i>		You have <b>done</b> your laundry every weekend since you moved to Minnesota.
Draw	drew	drawn	
	<i>Simple present tense</i>		The young girl <b>draws</b> a picture in class
	<i>Simple past tense</i>		The young girl <b>drew</b> a beautiful picture last week.
	<i>Present perfect tense</i>		The young girl <b>has drawn</b> many pictures.
Drink	drank	drunk	
	<i>Simple present tense</i>		I <b>drink</b> orange juice for breakfast every morning.
	<i>Simple past tense</i>		I <b>drank</b> orange juice for breakfast yesterday.
	<i>Present perfect tense</i>		I <b>have drunk</b> orange juice for many years.
Drive	drove	driven	
	<i>Simple present tense</i>		Mohamed <b>drives</b> to school every evening.
	<i>Simple past tense</i>		Mohamed <b>drove</b> to school today.
	<i>Present perfect tense</i>		Mohamed <b>has driven</b> to school since last October.
Eat	ate	eaten	
	<i>Simple present tense</i>		I <b>eat</b> lunch at 12:00 every day.
	<i>Simple past tense</i>		I <b>ate</b> lunch at 12:00 yesterday.
	<i>Present perfect tense</i>		I <b>have eaten</b> lunch at 12:00 for a few years.



Base	Past	Past participle	Sentences
Fall	fell	fallen	
	<i>Simple present tense</i>		I usually <b>fall</b> on the ice every winter.
	<i>Simple past tense</i>		I <b>fell</b> on the ice last winter.
	<i>Present perfect tense</i>		I <b>have</b> just <b>fallen</b> on the ice on the way to work.
Feed	fed	fed	
	<i>Simple present tense</i>		The mother <b>feeds</b> the children every evening.
	<i>Simple past tense</i>		The mother <b>fed</b> the children last night.
	<i>Present perfect tense</i>		The mother <b>has fed</b> the children since they were young.
Feel	felt	felt	
	<i>Simple present tense</i>		I <b>feel</b> terrible today.
	<i>Simple past tense</i>		I <b>felt</b> terrible last night.
	<i>Present perfect tense</i>		I <b>have felt</b> terrible for a couple of days.
Fight	fought	fought	
	<i>Simple present tense</i>		The two men <b>fight</b> in the street.
	<i>Simple past tense</i>		The two men <b>fought</b> in the street yesterday.
	<i>Present perfect tense</i>		The two men <b>have</b> just <b>fought</b> in the street.
Fly	flew	flown	
	<i>Simple present tense</i>		Mai <b>flies</b> to Los Angeles every year.
	<i>Simple past tense</i>		Mai <b>flew</b> to Los Angeles last month.
	<i>Present perfect tense</i>		Mai <b>has flown</b> to Los Angeles a number of times.
Forget	forgot	forgotten	
	<i>Simple present tense</i>		You always <b>forget</b> to bring a pencil to class.
	<i>Simple past tense</i>		You <b>forgot</b> to bring a pencil to class yesterday.
	<i>Present perfect tense</i>		You <b>have forgotten</b> to bring a pencil for many days.
Get	got	gotten	
	<i>Simple present tense</i>		She <b>gets</b> on the bus early every morning.
	<i>Simple past tense</i>		She <b>got</b> on the bus early this morning.
	<i>Present perfect tense</i>		She <b>has</b> already <b>gotten</b> on the bus.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Give	gave	given	
	<i>Simple present tense</i>		Her brother <b>gives</b> her a ride to work every day.
	<i>Simple past tense</i>		Her brother <b>gave</b> her a ride to work yesterday.
	<i>Present perfect tense</i>		Her brother <b>has given</b> her a ride to work every day since they moved to Minnesota.
Go	went	gone	
	<i>Simple present tense</i>		They <b>go</b> to the Mall of America every Sunday.
	<i>Simple past tense</i>		They <b>went</b> to the Mall of America last Sunday.
	<i>Present perfect tense</i>		They <b>have gone</b> to the Mall of America for many years.
Grow	grew	grown	
	<i>Simple present tense</i>		Fanta <b>grows</b> tomatoes every summer.
	<i>Simple past tense</i>		Fanta <b>grew</b> tomatoes last summer.
	<i>Present perfect tense</i>		Fanta <b>has grown</b> tomatoes for a few years.
Hang	hung	hung	
	<i>Simple present tense</i>		I usually <b>hang</b> my jacket in the closet.
	<i>Simple past tense</i>		I <b>hung</b> my jacket in the closet 2 hours ago.
	<i>Present perfect tense</i>		I <b>have hung</b> my jacket in the closet for many years.
Have	had	had	
	<i>Simple present tense</i>		Omar <b>has</b> a very bad headache.
	<i>Simple past tense</i>		Omar <b>had</b> a very bad headache last night.
	<i>Present perfect tense</i>		Omar <b>has had</b> a very bad headache for a few hours.
Hear	heard	heard	
	<i>Simple present tense</i>		Tigist <b>hears</b> the birds sing every morning.
	<i>Simple past tense</i>		Tigist <b>heard</b> the birds sing yesterday morning.
	<i>Present perfect tense</i>		Tigist <b>has heard</b> the birds sing since last spring.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Hide	hid	hidden	
	<i>Simple present tense</i>		Sometimes, I <b>hide</b> my money under my bed.
	<i>Simple past tense</i>		I <b>hid</b> my money under my bed last year.
	<i>Present perfect tense</i>		I <b>have hidden</b> my money under my bed for a few years.
Hit	hit	hit	
	<i>Simple present tense</i>		The baseball player always <b>hits</b> the ball.
	<i>Simple past tense</i>		The baseball player <b>hit</b> the ball 5 minutes ago.
	<i>Present perfect tense</i>		The baseball player <b>has</b> just <b>hit</b> the ball.
Hold	held	held	
	<i>Simple present tense</i>		I <b>hold</b> the pencil in my hand.
	<i>Simple past tense</i>		I <b>held</b> the pencil in my hand 10 minutes ago.
	<i>Present perfect tense</i>		I <b>have held</b> the pencil in my hand for 25 minutes.
Hurt	hurt	hurt	
	<i>Simple present tense</i>		Ali hardly ever <b>hurts</b> his back at work.
	<i>Simple past tense</i>		Ali <b>hurt</b> his back at work last month.
	<i>Present perfect tense</i>		Ali <b>has hurt</b> his back at work recently.
Keep	kept	kept	
	<i>Simple present tense</i>		We always <b>keep</b> our books in our bags.
	<i>Simple past tense</i>		We <b>kept</b> our books in our bags yesterday.
	<i>Present perfect tense</i>		We <b>have kept</b> our books in our bags for a while.
Know	knew	known	
	<i>Simple present tense</i>		I <b>know</b> my neighbor very well.
	<i>Simple past tense</i>		I <b>knew</b> her before I moved to Minnesota.
	<i>Present perfect tense</i>		I <b>have known</b> her since I was a child.
Leave	left	left	
	<i>Simple present tense</i>		Maria hardly ever <b>leaves</b> her umbrella on the bus.
	<i>Simple past tense</i>		Maria <b>left</b> her umbrella on the bus yesterday.
	<i>Present perfect tense</i>		Maria <b>has</b> just <b>left</b> her umbrella on the bus.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Lend	lent	lent	
	<i>Simple present tense</i>		You <b>lend</b> your brother money every month.
	<i>Simple past tense</i>		You <b>lent</b> your brother money last month.
	<i>Present perfect tense</i>		You <b>have lent</b> your brother money since he lost his job.
Lose	lost	lost	
	<i>Simple present tense</i>		I rarely <b>lose</b> my wallet.
	<i>Simple past tense</i>		I <b>lost</b> my wallet in the store last night.
	<i>Present perfect tense</i>		I <b>have lost</b> my wallet twice so far this year.
Make	made	made	
	<i>Simple present tense</i>		The young woman <b>makes</b> dinner every night.
	<i>Simple past tense</i>		The young woman <b>made</b> dinner last night.
	<i>Present perfect tense</i>		The young woman <b>has made</b> dinner every night for years.
Meet	met	met	
	<i>Simple present tense</i>		I always <b>meet</b> people at school.
	<i>Simple past tense</i>		I <b>met</b> people at school two weeks ago.
	<i>Present perfect tense</i>		I <b>have met</b> people at school since September.
Pay	paid	paid	
	<i>Simple present tense</i>		The company <b>pays</b> me every Friday.
	<i>Simple past tense</i>		The company <b>paid</b> me last Friday.
	<i>Present perfect tense</i>		The company <b>has paid</b> me since I was hired.
Put	put	put	
	<i>Simple present tense</i>		Asha <b>puts</b> milk in the refrigerator.
	<i>Simple past tense</i>		Asha <b>put</b> milk in the refrigerator last night.
	<i>Present perfect tense</i>		Asha <b>has just put</b> milk in the refrigerator.
Read	read	read	
	<i>Simple present tense</i>		I <b>read</b> a book every month.
	<i>Simple past tense</i>		I <b>read</b> a really good book last year.
	<i>Present perfect tense</i>		I <b>have read</b> a book every month for many years.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Ride	rode	ridden	
	<i>Simple present tense</i>		Luis always <b>rides</b> the bus to work.
	<i>Simple past tense</i>		Luis <b>rode</b> the bus to work last week.
	<i>Present perfect tense</i>		Luis <b>has ridden</b> the bus since he sold his car.
Ring	rang	rung	
	<i>Simple present tense</i>		The telephone <b>rings</b> very loudly.
	<i>Simple past tense</i>		The telephone <b>rang</b> a few hours ago.
	<i>Present perfect tense</i>		The telephone <b>has rung</b> all morning.
Run	ran	run	
	<i>Simple present tense</i>		Athletes <b>run</b> in the Olympics every four years.
	<i>Simple past tense</i>		Athletes <b>ran</b> in the Olympics last year.
	<i>Present perfect tense</i>		Athletes <b>have run</b> in the Olympics since they began.
Say	said	said	
	<i>Simple present tense</i>		The children <b>say</b> good morning to the teacher.
	<i>Simple past tense</i>		The children <b>said</b> good morning to the teacher.
	<i>Present perfect tense</i>		The children <b>have said</b> good morning to the teacher.
See	saw	seen	
	<i>Simple present tense</i>		I <b>see</b> you walking to school every morning.
	<i>Simple past tense</i>		I <b>saw</b> you walking to school yesterday.
	<i>Present perfect tense</i>		I <b>have seen</b> you walking to school for two months.
Sell	sold	sold	
	<i>Simple present tense</i>		That store always <b>sells</b> a lot of phone cards.
	<i>Simple past tense</i>		That store <b>sold</b> a lot of phone cards last month.
	<i>Present perfect tense</i>		That store <b>has sold</b> a lot of phone cards since it opened.
Send	sent	sent	
	<i>Simple present tense</i>		You <b>send</b> money to your family every 2 weeks.
	<i>Simple past tense</i>		You <b>sent</b> money to your family 2 weeks ago.
	<i>Present perfect tense</i>		You <b>have sent</b> money to your family since you began working at that company.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Shake	shook	shaken	
	<i>Simple present tense</i>		We always <b>shake</b> hands when we meet.
	<i>Simple past tense</i>		We <b>shook</b> hands 2 hours ago.
	<i>Present perfect tense</i>		We <b>have</b> already <b>shaken</b> hands with them.
Shut	shut	shut	
	<i>Simple present tense</i>		Lee <b>shuts</b> the door every morning.
	<i>Simple past tense</i>		Lee <b>shut</b> the door this morning.
	<i>Present perfect tense</i>		Lee <b>has</b> just <b>shut</b> the door.
Sing	sang	sung	
	<i>Simple present tense</i>		Karen <b>sings</b> beautiful songs.
	<i>Simple past tense</i>		Karen <b>sang</b> a beautiful song a while ago.
	<i>Present perfect tense</i>		Karen <b>has sung</b> beautiful songs for many years.
Sit	sat	sat	
	<i>Simple present tense</i>		The students usually <b>sit</b> in the same chairs.
	<i>Simple past tense</i>		The students <b>sat</b> in the same chairs yesterday.
	<i>Present perfect tense</i>		The students <b>have sat</b> in the same chairs for two hours.
Sleep	slept	slept	
	<i>Simple present tense</i>		I <b>sleep</b> a lot every weekend.
	<i>Simple past tense</i>		I <b>slept</b> a lot last weekend.
	<i>Present perfect tense</i>		I <b>have slept</b> a lot every weekend for a few months.
Speak	spoke	spoken	
	<i>Simple present tense</i>		You <b>speak</b> English very well.
	<i>Simple past tense</i>		You <b>spoke</b> English very well last week.
	<i>Present perfect tense</i>		You <b>have spoken</b> English very well for a long time.
Spend	spent	spent	
	<i>Simple present tense</i>		You <b>spend</b> all of your money every week.
	<i>Simple past tense</i>		You <b>spent</b> all of your money last week.
	<i>Present perfect tense</i>		You <b>have</b> just <b>spent</b> all of your money.

Base	Past	Past participle	Sentences
Stand	stood	stood	
	<i>Simple present tense</i>		I <i>stand</i> in line at the bank every Friday.
	<i>Simple past tense</i>		I <i>stood</i> in line at the bank last Friday.
	<i>Present perfect tense</i>		I <i>have stood</i> in line at the bank for a while now.
Steal	stole	stolen	
	<i>Simple present tense</i>		The thief <i>steals</i> a wallet every day.
	<i>Simple past tense</i>		The thief <i>stole</i> my wallet last night.
	<i>Present perfect tense</i>		The thief <i>has stolen</i> three wallets so far this week!
Sweep	swept	swept	
	<i>Simple present tense</i>		I <i>sweep</i> my kitchen floor every other day.
	<i>Simple past tense</i>		I <i>swept</i> my kitchen floor yesterday.
	<i>Present perfect tense</i>		I <i>have</i> already <i>swept</i> my kitchen floor.
Swim	swam	swum	
	<i>Simple present tense</i>		We <i>swim</i> in the lake every summer.
	<i>Simple past tense</i>		We <i>swam</i> in the lake last summer.
	<i>Present perfect tense</i>		We <i>have swum</i> in the lake every summer for many years.
Take	took	taken	
	<i>Simple present tense</i>		I <i>take</i> a shower after work every day.
	<i>Simple past tense</i>		I <i>took</i> a shower after work yesterday.
	<i>Present perfect tense</i>		I <i>have</i> just <i>taken</i> a shower.
Teach	taught	taught	
	<i>Simple present tense</i>		The teacher <i>teaches</i> a good lesson every day.
	<i>Simple past tense</i>		The teacher <i>taught</i> a good lesson yesterday.
	<i>Present perfect tense</i>		The teacher <i>has</i> just <i>taught</i> a good lesson.
Tell	told	told	
	<i>Simple present tense</i>		Juan always <i>tells</i> the teacher the answer.
	<i>Simple past tense</i>		Juan <i>told</i> the teacher the answer yesterday.
	<i>Present perfect tense</i>		Juan <i>has</i> already <i>told</i> the teacher the answer.

<b>Base</b>	<b>Past</b>	<b>Past participle</b>	<b>Sentences</b>
Think	thought	thought	
	<i>Simple present tense</i>		I <b>think</b> about English grammar every day.
	<i>Simple past tense</i>		I <b>thought</b> about English grammar yesterday.
	<i>Present perfect tense</i>		I <b>have thought</b> about English grammar since I started studying at this school.
Throw	threw	thrown	
	<i>Simple present tense</i>		He always <b>throws</b> the paper in the garbage.
	<i>Simple past tense</i>		He <b>threw</b> the paper in the garbage a few hours ago.
	<i>Present perfect tense</i>		He <b>has</b> just <b>thrown</b> the paper in the garbage.
Understand	understood	understood	
	<i>Simple present tense</i>		I <b>understand</b> the English lesson every day.
	<i>Simple past tense</i>		I <b>understood</b> the English lesson yesterday.
	<i>Present perfect tense</i>		I <b>have understood</b> the lesson since class began.
Wake up	woke up	woken up	
	<i>Simple present tense</i>		I <b>wake up</b> early every day.
	<i>Simple past tense</i>		I <b>woke up</b> early yesterday.
	<i>Present perfect tense</i>		I <b>have woken up</b> early every day this entire week.
Wear	wore	worn	
	<i>Simple present tense</i>		I <b>wear</b> glasses every day.
	<i>Simple past tense</i>		I <b>wore</b> glasses yesterday.
	<i>Present perfect tense</i>		I <b>have worn</b> glasses since I was 10 years old.
Win	won	won	
	<i>Simple present tense</i>		The best team always <b>wins</b> the soccer game.
	<i>Simple past tense</i>		The best team <b>won</b> the soccer game last week.
	<i>Present perfect tense</i>		The best team <b>has</b> just <b>won</b> the soccer game.
Write	wrote	written	
	<i>Simple present tense</i>		I <b>write</b> a check for rent every month
	<i>Simple past tense</i>		I <b>wrote</b> a check for rent last month
	<i>Present perfect tense</i>		I <b>have written</b> a check for rent every month since I moved there.