

UNIT 1. VERB TENSES

PRESENT SIMPLE

Affirmative	Negative	Interrogative
I / You / We / They work	I don't work	Do I work?
She / He works	She doesn't work	Does she work?

1. The present simple is used to describe facts in science, and geographical descriptions.

*The light from the sun **takes** 8 minutes and 20 seconds to reach the Earth.*

*The river Po **flows** into the Adriatic Sea.*

2. It is also used to describe habitual actions. It is often accompanied by a frequency adverb.

*I **usually take** the bus to work*

3. It is also used to talk about timetables.

*The train to London **leaves** at 10 o'clock (every day)*

The concert starts at 9 o'clock.

4. Plot summaries and historical tables. The present simple is often used to describe the events in a narrative, when the events are summarized. It is used to describe what happens in a film or book or in a table of events.

*In Chapter 1, Susan **meets** David, and **agrees** to go to school with him*

*George Washington **becomes** the first president of the United States after the War of Independence*

5. It frequently appears with frequency adverbs (*always, often, sometimes, frequently, hardly ever, never...*) and/or other time expressions indicating routines (*once a week, every month, On Mondays, in the morning, at night, daily, each week...*)

I always go to guitar lessons on Mondays.

PRESENT CONTINUOUS

Affirmative	Negative	Interrogative
I am working	I am not working	Am I working?
You / We / They are working	You aren't working	Are you working?
She / He is working	She isn't working	Is she working?

1. Actions which are still in progress. The present continuous is used to describe actions which are happening at the same time we speak

*I'm **doing** the washing-up*

2. Habits over a period of time. It can describe a temporary habit. A time expression is necessary

*At the moment, we **are sending** all the mail courier because the Post Office is on strike*

3. The present continuous can describe a repeated temporary action, and a time expression is necessary.

*Whenever I see Tom, he **is smoking**.*

***You're making** the same mistake again!*

4. It is also used to describe an annoying habit. A frequency adverb is necessary.

***You're always borrowing** money from me. I'm fed up.*

5. The present continuous is used to describe future fixed arrangements, and to ask about social arrangements.

***Are you doing** anything this evening?*

6. It usually goes with the following time expressions: *at the moment, in this moment, now, right now, today, tonight, this morning, these days, tomorrow, next month...*

PRESENT SIMPLE VS PRESENT CONTINUOUS

1. Some verbs are not normally used in continuous tenses because they describe activities which already extend in time. These are sometimes called "state" verbs. **Be, believe, cost, depend, have, hear, know, matter, need, seem, smell, suppose, taste, think, understand, want**

2. Some of these verbs can be used in continuous forms with a change of meaning

*Tim **is being** rather difficult at the moment* (Behave)

*I'm **having** breakfast* (Eat)

*I'm **tasting** the soup to check if it needs more salt* (Sample)

*I'm **thinking** of buying a new car* (Consider)

3. The difference between simple and continuous can be one of attitude

***Do you sleep** a lot?* (Your general habit)

***Are you sleeping** enough?* (Your situation at the moment)

PAST SIMPLE

Affirmative	Negative	Interrogative
I worked (regular verb)	I didn't work	Did I work?
She wrote (irregular verb)	She didn't write	Did she work?

1. The past simple is used to describe finished events which happened in the past
*Susan **went** into the station and **bought** a ticket three hours **ago/yesterday***

2. It is also used to describe past habits or states. A time expression is usually necessary.

*I **always got up** at six in those days* (Habit)

*I **lived** in Austria for several years* (State)

3. **Used to** is used to describe past habits or states, usually in contrast with the present.

*I **used to** get up at six, but now I get up at eight*

*I **used to** have a horse*

4. It usually appears with the following time expressions: frequency adverbs, *yesterday, last year/night/week, one hour/month ago, long ago, suddenly (para contrastar con otra acción en pasado continuo), in 2004, then...*

PAST CONTINUOUS

Affirmative	Negative	Interrogative
You / We / They were working	You were not working	Were you working?
I /She / He was working	She wasn't working	Was she working?

1. The past continuous is used to describe actions in progress in the past, and is used for background description.

*There were many people. Some **were talking**, and others **were walking** up and down.*

2. It can be used to describe a repeated action in the past, often an annoying habit. A frequency adverb is then necessary.

*When Peter was younger he **was always getting** into trouble*

3. The past continuous with the verb **wonder** has a polite meaning

*I **was wondering** if you could help*

4. With the verb **think**, the past continuous suggests uncertainty

*I **was thinking** of having a party next week*

5. It usually appears with the following time expressions: *in that moment, then, that/last night, that day, at 3.00, while, as...*

INTERRUPTED PAST

We often contrast an action still in progress with a sudden event which interrupts it. We use **while** (mientras) + past continuous, and **when** (cuando) + past simple

***While** Susan **was trying** to get on the train, a man **grabbed** her handbag*

*I **was reading** a great article **when** the telephone **rang***

*Mary **was cooking** **while** her mom **was having** a relaxing bath (both happening at the same time)*

PRESENT PERFECT

Affirmative	Negative	Interrogative
I / You / We / They have worked	You have not worked	Have you worked?
She / He has worked	She hasn't worked	Has she worked?

1. I refers to an action which started in the past and still goes on in the present

*Jim **has worked** as a waiter for 15 years (he is still a waiter)*

2. Action which took place some time in the past

*Kate **has written** many successful novels*

3. It usually appears with *just, yet, already, never, ever, for/since, recently, lately...*

*He has **just** arrived home*

*They haven't finished **yet**. / Have they finished **yet**?*

*He has **already** bought the tickets.*

*I've lived here **for** 7 years*

*I've lived here **since** 2009*

*They have **recently** visited Paris*

*Have you **ever** been in Ireland?*

PRESENT PERFECT CONTINUOUS

Affirmative	Negative	Interrogative
I / You / We / They have been working	You have not been working	Have you been working?
She / He has been working	She hasn't been working	Has she been working?

1. It is similar to the Present Perfect Simple but it focus on the action instead of the result or on the time the action has been taking place

*I **have been running** for 2 hours*

*We've **been waiting** for you **all afternoon***

2. It usually appears with *just, yet, already, never, ever, for/since, recently, lately, all day, (for) the whole week, etc*

PAST PERFECT

Affirmative	Negative	Interrogative
I had worked	You had not worked	Had you worked?

1. It is an action or state which started in the past but before another action also in the past. We must think about which action took place first and which one goes next in order to know which one is past perfect (first action), and which one is past simple (second action)

*Jim **had worked** as a waiter for 15 years when he died*

*She **had written** two novels before she became famous*

2. It can appear with **just, yet, already, never, ever, since, for, by, by the time, before, after**

*He had **just** left when I arrived*

*He had **never** travelled abroad **before***

*He had cooked **by the time** I got home*

He went to the cinema after he **had finished** his homework
 He **had finished** his homework before he went to the cinema

PAST PERFECT CONTINUOUS

Affirmative	Negative	Interrogative
I / You / We / They have been working	You have not been working	Have you been working?
She / He has been working	She hasn't been working	Has she been working?

1. It is an action or state which was happening in the past before another action also in the past.
*They **had been running** for two hours when it started to rain*

FUTURE SIMPLE

Affirmative	Negative	Interrogative
You will work	You will not / won't work	Will you work?

1. It refers to an action that might happen (or not) in the future, and also for things which are inevitable.

*Human beings **will travel** to other planets*
*Harry **will be** 27 next year*

2. It can also be used to make predictions, promises, or give opinions

*It **will rain** tomorrow night*
*I **will be** at your house at four o'clock, don't worry*
*I'm sure she **will come** soon*

3. We use it when we decide to do something at the same time we speak (snap decisions), or for volunteering to do something

*A: We need some milk B: Ok, I'll **go** to the shop*

4. To ask people do something

***Will** you **help** me carry these bags, please?*

5. We use it in the first conditional

*If it rains, I **will stay** at home*

BE GOING TO

Affirmative	Negative	Interrogative
I am going to work	I am not going to work	Am I going to work?
You /We /They are going to work	You aren't going to work	Are you going to work?
She / He is going to work	She isn't going to work	Is she going to work?

1. It is used for plans and intentions for the future

I'm going to study Maths at university next year

2. We also use this tense when there is some present evidence which makes us be sure that something is going to happen

*Be careful! You **are going to** fall in that hole*

*Look at those clouds. It **is going to** rain*

FUTURE CONTINUOUS

Affirmative	Negative	Interrogative
I will be working	I will not / won't be working	Will I be working?

1. An action that will be happening sometime in the future

*The football match begins at 7.30 and ends at 9.15. So during this time, for example at 8.30, Kevin **will be watching** the match.*

*This time next week I'll **be lying** on a beach or swimming in the sea.*

2. It frequently appears with the following expressions: *At this time/ At this time next... /This time next week/ On Monday/ In the next decade*

FUTURE PERFECT

Affirmative	Negative	Interrogative
I will have worked	I will not /won't have worked	Will I have worked?

1. We use the future perfect to say that something will already be complete at some point in the future

*At 9.30, the match **will have finished**.*

*Sally always leaves for work at 8.30 in the morning, so at 9 o'clock she'll **have gone** to work.*

*We're late. The film **will already have started** by the time we get to the cinema.*

2. Some time expressions which are used with the future perfect are: *By this time tomorrow, next week, By the time (you get here...) (para cuando)/ By ten o'clock, By the end of May, By then, By August/ In three months ...*

*By this time next week /by three o'clock I **will have played** a match.*