

PRESENT TENSES

PRESENT SIMPLE

timetabled events

I study at 8 PM.

PRESENT CONTINUOUS

definite arrangements

I am studying tomorrow at 9 AM.

FUTURE PERFECT SIMPLE

actions completed before a certain future time

I will have studied by the time you arrive.

FUTURE PERFECT CONTINUOUS

duration of an action until a future time

I will have been studying for three hours by the time you arrive.

PRESENT SIMPLE

PRESENT INDEFINITE

Formation:

+ AFFIRMATIVE

S + V_{1/-s/-es} ⇒ I/You/We/They + study. He/She/It + studies.

He plays football every Sunday.

- NEGATIVE

S + do/does not (don't/doesn't) + V₁ ⇒ I/You/We/They + do not (don't) + study. He/She/It + does not (doesn't) + study.

We don't like spicy food.

? INTERROGATIVE

Do/Does + S + V₁ ⇒ Do + I/you/we/they + study? Does + he/she/it + study?

Do you know him?

Usage:

The Present Simple tense is used to express...

FACTS OR GENERAL TRUTHS

- statements that are usually or often true

The sun rises in the east.

+ Water boils at 100°C.

- Two and two don't make six.

? Does it snow in winter?

PERMANENT SITUATIONS

- states or situations that are permanent or long-lasting

They live in London.

HABITS OR REPEATED ACTIONS

- situations that (don't) happen regularly, repeatedly, all the time

She runs every morning.

+ I play tennis every day.

- She doesn't drink coffee.

? Do you smoke?

TIMETABLES OR PROGRAMS

- future events that are scheduled, fixed or timetabled

The train leaves at 6 PM.

+ This cafe closes at 5pm.

- His plane doesn't arrive at 9am.

? What time does the film start?

STATIC OR NON-ACTION VERBS - verbs of perception, emotion or mental states

You need a new phone.

I don't see you.

What tea do they prefer?

I know the answer.

ADVERBS AND EXPRESSIONS OF FREQUENCY: always, every, often, once, sometimes, usually, well...

- She always gets up very early.
- He often doesn't know what to do.
- Do you go to the cinema twice a year?

PRESENT CONTINUOUS

PRESENT PROGRESSIVE

Formation:

+ AFFIRMATIVE

S + am/is/are + V_{ing} ⇒ I/You/We/They/He/She/It + am/is/are + studying.
They are playing football at the moment.

- NEGATIVE

S + am/is/are not + V_{ing} ⇒ I/You/We/They/He/She/It + am/is/are not + studying.
She is not coming to the party tonight.

? INTERROGATIVE

Am/Is/Are + S + V_{ing} ⇒ Am/Is/Are + I/you/we/they/he/she/it + studying?
Is he working on the project now?

Usage:

The Present Continuous tense is used to express...

ACTIONS IN PROGRESS NOW - actions happening at the moment of speaking or 'around now' (these days, weeks or months)

She is reading a book right now.

We are talking on the phone.

He is brushing his teeth.

Are you reading a new book?

TEMPORARY ACTIONS OR SITUATIONS

I am staying with my aunt for the summer.

She isn't living with her cousin this week.

RECURRENT ACTIONS - with an adverb of frequency, often to express annoyance

He is always losing his keys!

CHANGING OR DEVELOPING SITUATIONS

Your language is improving.

The climate isn't changing steadily.

Are more and more teens trying to live healthy?

Children are growing up so quickly.

FUTURE PLANS OR ARRANGEMENTS - with a set time or place

I am meeting my friends tomorrow evening.
 We are meeting them this evening.
 They aren't leaving in the morning.
 Is game-night happening?

* common with verbs of travelling, and when we are meeting people.

I'm leaving very early tomorrow. I'm taking the 7.30 train.

I'm playing golf with Jack next Saturday. Would you like to come?

I'm seeing the dentist after class.

SIGNAL WORDS: now, at the moment, these days, this week/month

- You are working so hard these days.
- We aren't available at the moment.
- Is he planning something now?

PRESENT PERFECT SIMPLE

Formation:

+ AFFIRMATIVE

S + have/has + V_{3-ed} ⇒ I/You/We/They + have + studied. He/She/It + has + studied.
They have traveled to Japan several times.

- NEGATIVE

S + have/has not (haven't/hasn't) + V_{3-ed} ⇒ I/You/We/They + have not (haven't) + studied.
 He/She/It + has not (hasn't) + studied.
She has never met him before.
I haven't finished my assignment yet.

? INTERROGATIVE

Have/Has + S + V_{3-ed} ⇒ Have + I/you/we/they + studied? Has + he/she/it + studied?
Have you visited Paris?

Usage:

The Present Perfect Simple tense is used to express...

RECENT EVENTS AND NEWS - actions that happened at an unspecified time in the past (the exact time is not important)

I have passed the test.

She has failed her task.

I have read that book.

+	'just'	+	'already'	- ?	'yet'
something happened very recently (like minutes ago) <i>I have just arrived.</i>	something happened before now, earlier than expected <i>I have <u>already</u> arrived.</i> <i>I've <u>already</u> finished my homework.</i>	something maybe happened or didn't happen yet <i>Have you arrived <u>yet</u>?</i> <i>I have not arrived <u>yet</u>.</i> <i>Have you finished your homework <u>yet</u>?</i> <i>I haven't finished my homework <u>yet</u>.</i>			

recently, today, this week, this month, this year - (the time mentioned has not finished)

I've seen John today. (=Today has not finished.)

Has she called you this week?

PAST EXPERIENCES IN LIFE - past actions or events with present relevance or results

I have won the competition twice.

He has lost the contest once.

I have lost my keys, so I can't open the door.

?	'ever'	-	'never'	+ -	'before'
	ask about life experiences		talk about life experiences		talk about life experiences

Have you ever been there?

I have never been there.

I have (not) been there before.

The best thing I've ever done - a superlative adjective and ever

This is the best meal I've ever had.

It's the most amazing place we've ever travelled to.

How many - how many times something has happened until now.

I've watched this film three times.

We've been to Paris twice.

UNFINISHED ACTIONS - actions or situations that started in the past and continue to the present or are still true now

I have lived in London since I was born. (=I was born in London and I still live in London)

They have been married for 25 years. (=They got married 25 years ago and they are still married)

We have lived in this house for five years.

how long ?	for + a period of time	since + a moment in the past or beginning of a time period
ask about the duration of an action or situation	<i>for a few hours / days / weeks / months / years</i>	<i>since I was born / 10 o'clock / last Wednesday</i>

How long have you driven?

We have driven for a few hours.

We have driven since 10 o'clock.

Lately, all + period of time (all day, all morning, all my life, etc.)

She's been with me all day.

I've been very busy lately.

have gone to - someone has gone somewhere when this person is still away

have been to - someone has been somewhere when this person has already come back from that place

Tom has gone to Ireland. He'll be there for a couple of weeks. (=He's in Ireland now.)

We have been to Ireland three times. We love it. (=We are not in Ireland now.)

PRESENT PERFECT SIMPLE

Past events or experiences or When did it happen?

it's not important when something happened

to talk about past experiences and actions when we don't say or don't know when they happened.

or

to talk about recent events or about people's experiences when the time when these events happened is not important and we don't mention it.

PAST SIMPLE

we say or ask when something happened

when we mention or ask about when something happened, or when the time is known by the speaker and the listener. We often use a past expression (last week, yesterday, when I was a child)

or

to talk about completed actions in the past. We often say or ask when these actions happened.

I've lost my keys.
We've been to a very nice restaurant.
I've been to Malaysia. (When is not important. The important thing is that I have this experience now.)
She's won three gold medals.
I've broken my arm.

We arrived yesterday.
When did the accident happen?
We went to Malaysia last year. (NOT We have been to Malaysia last year.)
She won three gold medals at the last Olympic Games.
When did you break your arm?

In conversation

to introduce a past event or experience

or

start a conversation about recent events or people's experiences

Giving details in past simple

continue talking and we give details

or

continue talking or asking about the details of that event

A: I've been to the cinema.

B: What did you see?

A: I saw a very good film by...

A: Oh, you've broken your arm.

B: Yes, I have.

A: How did it happen?

John: I've been to the cinema.

Patrick: What did you see?

John: I saw a very good film by...

Sarah: Oh, you've broken your arm!

Rachel: Yes, I have.

Sarah: How did it happen?

Rachel: It happened yesterday while I was riding my bike.

I do judo and I've won some competitions. In fact, I've won two medals. I got the first one in Singapore in 2002. The second one was different. It was in Tokyo and I was older.

Duration with how long, for and since

to talk about actions or situations that started in the past and still continue or are still true now

to talk about actions or situations that started and finished in the past

He's lived in New York for ten years. = He lives in New York now.
How long have you worked in the bank? = You work in the bank now.

He lived in New York for ten years. = He does NOT live in New York now.
How long did you work in the bank? = You do NOT work in the bank now.

PRESENT PERFECT CONTINUOUS

Formation:

+ AFFIRMATIVE

S + have/has + been + V_{ing} ⇒ I/You/We/They/He/She/It + have/has + been + studying.
I have been studying English for two hours.

- NEGATIVE

S + have/has not + been + V_{ing} ⇒ I/You/We/They/He/She/It + have/has not + been + studying.
They have not been feeling well lately.

? INTERROGATIVE

Have/Has + S + been + V_{ing} ⇒ Have/Has + I/you/we/they/he/she/it + been + studying?
Has she been practicing the piano?

Usage:

The Present Perfect Continuous tense is used to express...

UNFINISHED ACTIONS - actions or situations that started in the past and continue to the present or are still true now

She has been working here since 2010.
We have been waiting for two hours.

RECENTLY STOPPED ACTIONS - that have a present result
I'm tired because I have been running.

HOW LONG - emphasizing the duration of an activity
They have been living in London for over ten years.

REPEATED ACTIONS - continuous situations up to the present moment
He has been calling her all day.

She's been calling you for days. (=She has repeated this action for several days.)
I've been studying since you left. (=I have done this action continuously without stopping.)

PRESENT PERFECT SIMPLE

Unfinished actions: **Situations that started in the past and still continue**

with non-action verbs (stative verbs)
We have had our car for years.

PRESENT PERFECT CONTINUOUS

with dynamic verbs (although the present perfect simple is also possible)
We have been driving for hours.

Actions from the past till now – duration
action verbs (dynamic verbs) to talk about situations that started in the past and have not finished or have just finished
Have you been crying?
Sorry I am so dirty, but I've been painting.

Finished and unfinished situations

for finished actions in the past when we don't say when

Who has eaten my cookies? (=We would say this if there are no cookies left. The action is finished.)

I've watched the series you recommended. I watched the last episode yesterday.

for actions or situations that maybe have not finished or that maybe have finished (very recently)

Who has been eating my cookies? (=We would say this if there are some cookies left)
I've been watching the series you recommended. I'll tell you about it when I finish watching it.

Actions with present results

present results come from completing the action

My car looks so nice, I've washed it. (=The car looks nice because I have finished washing it.)
Something is different in this house. Have you painted it? (=The house looks different because you have completed the action of painting it.)

present results come from the process of doing the action

I'm so sweaty, I've been washing my car. (=I am sweaty because of the physical activity that washing the car involves.)

How come you are so dirty? Have you been painting? (=You are dirty because of the process of painting.)

there is often a **present result** from doing these actions.

You've been crying. (Your eyes are red.)
I am dirty because I've been painting.

How many/much

to talk about **how many things** or **how much** of something we have done

I've written twenty e-mails. (I'm talking about how many emails I've written.)

How long

For, since, how long, lately, all day/week/month
to ask or say how long a situation has been happening

I haven't been feeling well lately.
He's been annoying us all evening.
She's been studying very hard for weeks.
How long have you been playing golf?

to talk about the duration of an action, i.e.
about how long we have been doing
something (when we want to **emphasise how
long** the situation has lasted)

I've been writing emails for hours. (=I'm talking
about how long I have spent writing emails)
I have been waiting for hours! (=I want to
emphasise that I've been waiting for a long
time).
I couldn't do the dishes. I've been working all
day.

