

LENGUA EXTRANJERA: INGLÉS 2

UNITY 2. PAST VERB TENSES



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INTRODUCTION

In this unit there would be five contents to be studied. In order to achieve the goals and lingual skills required for this level. After having been revised the contents seen in Uni1 it is time to start learning the ones in Unit 2. For this reason, this unit is the way to keep on advancing in the process. The most important is to reinforce what it was learn before and being ready for the acquisition of new structures as verb tenses and word order.

GENERAL OBJECTIVES

The main objective of the unit is to reinforce the knowledge of the English language acquired along the former contents which have been presented before in the former level.

On the other hand, among other objectives it could be mentioned the new acquisition of vocabulary, idiomatic expressions as well as phrasal verbs and new verbs to enhance the language enrichment.

PAST SIMPLE VS. PAST CONTINUOUS

Past simple. It is used to express actions that have been done in the past. It means the action started and ended up.

Past continuous. It is used to talk about actions that were in progress at the moment of speaking but in a period of time in the past.

TO BE VERB	
I	was
You The We	wew
She He It	was

SUBJECT +TO BE VERB + (NOT) + COMPLEMENT (AFFIRMATIVE/NEGATIVESENTENCES)

I	was	(not)	a receptionist
you	were	(not)	a manager
they	were	(not)	bartenders
we	were	(not)	delivery drivers
she	was	(not)	an accountant
he	was	(not)	an operator
it	was	(not)	a cab/taxi

TO BE VERB + SUBJECT + COMPLEMENT+? (INTERROGATIVE SENETENCES)

Here you are some examples using past simple to be in the sentences below.

- Were you a receptionist? yes, I was, No, I wasn't
- Was I a manager? yes, You were / No, You weren't
- Were they bartenders? yes, They were / no, They weren't
- Were we delivery drivers? yes, You were, no, You weren't
- Was she an accountant? yes, She was / no, She wasn't
- Was he an operator? yes, He was/ no, He wasn't
- Was it a cab/taxi? yes, it was / no, it wasn't
- When there are used other verbs except to be

1.PAST SIMPLE OTHER VERBS EXCEPT TO BE

I, YOU, WE, THEY AUXILIARY DID

SHE, HE, IT AUXILIARY DID

In past simple tense except the verb to be the only auxiliary used is “did” for all personal pronouns.

In past simple the verbs are divided in regular and irregular ones

Regular ones. Ended “ ed”

Talked	Closed
Opened	Dressed
Said	And so on...

Irregular ones. These verb completely change into past

Go-went	Tell-told
Do-did	Buy-bought
Have-had	Bring-brought
See-saw	And so on...

Check the verb list in Grammar Bank Resources . The structure used in Past Simple except verb to be is next

SUBJECT + VERB (IRREGULAR O REGULAR) + COMPLEMENT (AFFIRMATIVE SENTENCES)

I	went	home
you	studied	English
they	worked	in Zaragoza
we	did	sports

she	knew	my sister
he	sent	reports
it	ate	candies

SUBJECT+DID + NOT+ VERB(IRREGULAR O REGULAR) +COMPLEMENT (NEGATIVE SENTENCES)

I	did not (didn't)	go	home
you	did not (didn't)	study	English
they	did not (didn't)	work	in Zaragoza
we	did not (didn't)	do	sports
she	did not (didn't)	know	my sister
he	did not (didn't)	send	the reports
it	did not (didn't)	eat	any candies

AUX DID + SUBJECT + VERB INFINITE WITHOUT TO + COMPLEMENT +? (INTERROGATIVE SENTENCES)

Here you are some examples of using other verbs except to be as past simple tense

- Did you go home? Yes, I did / No, I didn't
- Did I study English? Yes, You did/ No, You didn't
- Did they work in Zaragoza? Yes, They did / No, They didn't
- Did she know my sister? Yes, She did / No, She didn't
- Did he send the reports? Yes, He did/ No, He didn't
- Did it eat some candies? Yes, It did, / No It didn't

WH_ QUESTIONS

The wh_ questions are mainly used to ask for missing information in English. The one to use would depend on the information we need such as places, time, people, things, etc.

Who----People

What/which---things/objects

When-----time

Where-----place

The structure is below

**Where, When, Who, What, Which....+ TO BE VERB + SUBJECT + COMPLEMENT? Or Wh_ +AUX
DID + VERB INFINITIVE +COMPLEMENT?**

Here you are some examples of using wh_questions in past simple tense

- Where did you work? I worked IN SEAT
- When did she read the reports? She read them THIS MORNING
- Who was that employee? This was Mr. Perez
- What time did they finish work? They finished AT 15 30
- Which was the correct pay order? It was the signed one

EXPRESSIONS OF TIME USED IN PAST SIMPLE AND FREQUENCY ADVERBS

Its collocation is always at the end of the sentence after de complement

- Yesterday
- Day before yesterday
- Last week
- Last summer
- Last year
- One week ago
- Three hours ago
- Sometime ago
- A while ago
- Few minutes ago

Here you are some examples

e.g.1- The bus arrived one hour ago

e.g.2- The visitors spent a lot of money in the city last summer

PREPOSITIONS OF PLACE

- At the airport

- At the laboratory
- At the Social Assistant Center
- At the Manager's office
- In my co-working office
- In the Sport Center
- In NY
- On Sevilla Street
- On Madrid Road

2. PAST CONTINUOUS TENSE

The grammar structure is as follows

SUBJECT + TO BE VERB + (NOT) VERB ING + COMPLEMENT(AFFIRMATIVE/NEGATIVE SENTENCES)

I was (not) writing a complaint letter

You were (not) doing some exercise

They were (not) speaking with the clients

We were (not) driving to Madrid

She was (not) moving the merchandise

He was (not) ordering breakfast

It was (not) being late

TO BE VERB + SUBJECT + VERB ING + COMPLEMENT +? (INTERROGATIVE SENTENCES)

Here you are some examples of using past continuous tense

- Were you writing a complaint letter? Yes, I was/ No, I wasn't
- Was I doing some exercise? Yes, You were /No, You weren't
- Were they speaking with the clients? Yes, They were /No, They weren't
- Were you driving to Madrid? Yes, We were /No, We weren't
- Was she moving the merchandise? Yes, She was / No, She wasn't
- Was he ordering breakfast? Yes, He was /No, he wasn't
- Was it being late? Yes, It was /No, It wasn't

Remember

- In past continuous we use expressions as this morning, a moment ago, at that moment to indicate the action was happening.
- Short answers go accompanied by to be verb. Yes, I was. No, they weren't. Yes, It was.

Not to Forget

- Past continuous makes reference to actions that are being in progress at the moment of the speaking but occurring at certain moment in past and ended up
- Other use of past continuous tense is when the main action is accompanied by other actions that occurred before. It means it could be combined with a time clause with WHEN + S+V (PAST) + C

For example,

- When my colleague arrived I was printing out the document
- The coach was training the children when It started to rain
- When my computer shut down I was writing the annual reports

3. USED TO/WOULD TO

Used To & Would -- Function	
Function [=reason to use]	Example
a. Use “used to” to talk about a past habit that no longer exists [or simple past].	We used to go to the beach every weekend. We went to the beach every weekend.
b. When you give a specific time, do not use “used to.”	We went to the beach every week in 2009. Ø We used to go to the beach every week in 2009.
c. Can use “would” instead of “used to” for a past habit.	I used to visit my grandma weekends. I would visit my grandma on weekends.
d. Cannot use “would” with stative verbs referring to a past habit.	I used to have a red bicycle. Ø I would have a red bicycle.
e. Use “used to” to talk about past situations that no longer exist.	We used to live in a small apartment.
f. Cannot use “would” to talk about past situations that don’t exist now.	We used to live in Poland. Ø We would live in Poland.

<https://campus.belgrano.ort.edu.ar/ingles/articulo/938027/unit-1-past-habits-would-vs-used-to-infinitive>

It expresses habits and routines in the past simple. Activities which were repeated at certain time in the past.

I, You, They, We, She, He, It -----used to

The structure is as followed

Subject + USED TO + Infinitive verb + complement (Affirmative sentences)

Attention

In some cases in the complement instead of using a time expression it is also used a clause of time in simple past with when. Check the example below

I used to fix my car toys ten years ago or (I used to fix my car toys WHEN I was a kid)

Subject + DIDN'T USE TO + Infinitive verb + complement (Negative sentences)

The staff at the Marriot hotel didn't use to have internet 30 years ago

Aux DID + Subject + USE TO + infinitive verb + complement?(Interrogative sentences)

Did the clients used to book in advance when you worked there?

Yes, they used to book one week in advance.

4. PAST PERFECT TENSE

This verb tense is always used to express or talk about actions that started in the past and finished in the past. The time sequence is according to the time life actions that occurred before other actions in past as well.

9 00 am	midday	evening	night
Got dressed	had lunch	worked	slept at 11 pm

If it is taken into account the time life above it is possible to construct the sequence of events in past perfect.

Most of time past perfect tense sentences are accompanied by the former action to emphasize the events occurred along a period of time.

Therefore the sentences into Past Perfect would be as shown below

- I had got/gotten dressed at 9 00 am before I had breakfast
- Before I went to work I had had lunch at midday
- I had worked then I went to sleep at 11 pm

WOULD (PAST)

If it is necessary to make reference to actions which were repetitive in the past or when movement verbs are involved “would” is used instead of used to.

Its structure is the same as “would modal” but different in meaning

Subject+ WOULD + (NOT) + infinite verb without to +complement (Affirmative and negative sentences)

WOULD + subject + verb infinitive without to+ complement?(Interrogative sentences)

Here you are some examples

- My former boss would run 10 minutes before work
- The airline would pay a refund when overbooking but not any more
- Look at the text below then read it and answer the questions related to it.
- Review exercise about the uses of “used to” and “would”.

Remember

I, You, They, We -----HAD (AUX)

She, He, It -----HAD (AUX)

Verb to be is conjugated like “been” for all personal pronouns in past perfect tense

I, You, They, We----- had been

She, He and it----- had been

The structure for Past Perfect tense is shown below

SUBJECT + HAD (AUX) + (NOT) + VERB PAST PARTICIPLE (AFFIRMATIVE AND NEGATIVE SENTENCES)

Here you are some examples of sentences using Past Perfect Tense

I had sent the check 2 hours ago

You had already applied for the job

They had not fixed the fridge yet

We had traveled around the creek for 3 hours

She had stayed at the hotel since last week

He had not bought the proper ingredients

It had been sick before it ate by this morning

The rest of the grammar structures are these as shown below

HAD (AUX) + SUBJECT + VERB PAST PARTICIPLE + COMPLEMENT + ? (INTERROGATIVE SENTENCES)

- Had you sent the check 2 hours ago? Yes, I had /No, I hadn't
- Had I already applied for the job? Yes, You had /No, you hadn't
- Had they fixed the fridge before? Yes, They had /No, They hadn't
- Had we traveled around the creek for three hours?
Yes, You had / No, You hadn't
- Has she stayed at the hotel since last week? Yes, She had /No, She hadn't
- Had he bought the proper ingredients? Yes, He had / No, he hadn't
- Had it been sick since it threw up this morning? Yes, It had /No, It hadn't

In past perfect tense there are used the adverbs already, just and yet as follows:

Already/just : These are collocated just right after the auxiliary had and before the past participle of the verb to indicate the action had been done

Yet: This is collocated at the end of the sentences and in affirmative has the same meaning as already and just.

When the adverb “yet” goes in negative sentences the meaning is that the action had not been executed.

For example

The bus hadn't arrived yet

My partners hadn't organized the warehouse yet

The CEO in my company hadn't gone back from Europe yet

5. PAST PERFECT CONTINUOUS

There is no difference in using Past Perfect and Past Perfect Continuous in terms or tenses. It varies from one to the other in the emphasis given to the sentences. It means in order to give more emphasis to the sentences it is recommended using the Past Perfect Continuous but both are valid.

As in Past Perfect Continuous the actions refer to those which had been in progress at the moment of the speaking and ended up such as Past Perfect.

Its grammar structure is as follows

SUBJECT + HAD (AUX)+ (NOT) BEEN + VERB IN GERUND + COMPLEMENT(AFFIRMATIVE/NEGATIVE SENTENCES)

I had (not) been filling in the documents yet

You had (not) been reading the instructions

They had (not) been preparing the pay order

We had (not) been painting the staff room

She had (not) been sending the shipping reports on time

He had (not) been looking after the purchases

It had (not) been going abroad lately

HAD (AUX)+ (NOT)+ SUBJECT + BEEN + VERB IN GERUND + COMPLEMENT(INTERROGATIVE SENTENCES)

- Had you been filling in the documents yet? Yes, I had/ No, I hadn't
- Had I been reading the instructions? Yes, You had /No, You hadn't
- Had they been preparing the pay order? Yes, They had / No, They hadn't
- Had we been painting the staff room? Yes, You had /No, You hadn't
- Had she been sending the shipping reports on time? Yes, She had /No, she hadn't
- Had he been looking after the purchases? Yes, he had/ No, he hadn't
- Had it been going abroad lately? Yes, It has / No, It hadn't

GLOSSARY

Aim (verb) to point out something or someone

Bake (verb) to cook in the oven or stove some pastry as a cake

Client/Customer (noun) A person who buys good or services from another one or from a company

Capabilities (noun) in reference to abilities someone has

Dispatch (verb) to deliver a purchase order

Entrepreneur (noun) it refers to a person who is a business man/woman

Ensure (verb) to make certain that something could occur

Fulfillment (noun) the achievement of a requirement or need

Summarize (verb) to conclude about an idea

Woods it is the same or similar to the forest

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