

LENGUA EXTRANJERA: INGLÉS 2

UNITY 1. PRESENT VERB TENSES



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INTRODUCTION

The main purpose of Unit 1 is to have available the content about the main verb tenses used in English. These are going to be displayed along four contents each one into detail. Also, this unit contains definitions and vocabulary related to the themes studied. For instance, word order, wh_questions, adjectives, verbs, nouns and grammar reference.

In the end, there would be activities and exercises in reference with each unit seen.

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 expression as well as phrasal verbs and new verbs to enhance the language enrichment.

1. PRESENT SIMPLE VS. PRESENT CONTINUOUS

Present Simple is used to express daily activities, routines and habits.

Present Continuous is used to express actions being done at the moment of speaking as well as near future.

TO BE VERB	
I	Am
You The We	Are
She He It	is

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

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

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

Here you are some examples of using verb to be as present simple tense

- Are you a receptionist? yes, I am, No, I'm not
- Am I a manager? yes, You are / No, You aren't
- Are they bartenders? yes, They are / no, They aren't
- Are we delivery drivers? yes, You are, no, You aren't
- Is she an accountant? yes, She is / no, She isn't
- Is he an operator? yes, He is / no, He isn't
- Is it a cab/taxi? yes, it is / no, it isn't

When there are used other Verbs (except to be)

I, YOU, WE, THEY AUXILIARY DO

SHE, HE, IT AUXILIARY DOES

SUBJECT + VERB + COMPLEMENT (AFFIRMATIVE SENTENCES)

I	go	home
you	study	English
they	work	in Zaragoza
we	do	sports
she	knows	my sister
he	sends	reports
it	eats	candies

SUBJECT+DO/DOES + NOT+ VERB +COMPLEMENT (NEGATIVE SENTENCES)

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

AUX DO/DOES + SUBJECT +COMPLEMENT +? (INTERROGATIVE SENTENCES)

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

- Do you go home? Yes, I do / No, I don't
- Do I study English? Yes, You do/ No, You don't
- Do they work in Zaragoza? Yes, They do / No, They don't
- Does she know my sister? Yes, She does / No, She doesn't

- Does he send reports? Yes, He does/ No, He doesn't
- Does it eat candies? Yes, It does, / No It doesn'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 DO/DOES + SUBJECT + VERB + COMPLEMENT?

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

- Where do you work? I work IN SEAT
- When does she read the reports? She reads them IN THE MORNING
- Who is that employee? This is Mr. Perez
- What time do they finish work? They finish AT 15 30
- Which is the correct pay order? It is the signed one

Expressions of time used in Present Simple and frequency adverbs

Their collocation is right after the subject and before the verb

e.g.- I always eat Italian food

If the verb is to be its collocation changes right after the verb to be and before complement

e.g.-She is always tired (these go right after "verb to be")

Range of possibility from 100% of frequency to 0%

Always, usually, often, never

Other time expressions which are used

- Every morning, every week, every year...
- On Mondays, on Tuesdays, on weekends
- In Summer, in Autumn/Fall, In Spring, in Winter
- In September, In January
- In 1976, in the middle of the 60s

Prepositions of Place

- At home
- At the University
- At the Mall
- At the office
- In my house
- In the lab,
- In Valencia
- On Madrid Avenue
- On Huesca Road

Present Continuous Tense

The grammar structure is the following

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

I	am (not) writing	a complaint letter
You	are (not) doing	some exercise
They	are (not) speaking	with the clients
We	are (not) driving	to Madrid
She	is (not) moving	the merchandise
He	is (not) ordering	breakfast
It	is (not) being	late

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

Here you are some examples of using present continuous tense

- Are you writing a complaint letter? Yes, I am/ No, I am not
- Am I doing some exercise? Yes, You are /No, You aren't
- Are they speaking with the clients? Yes, They are /No, They aren't
- Are you driving to Madrid? Yes, We are /No, We aren't
- Is she moving the merchandise? Yes, She is / No, She isn't
- Is he ordering breakfast? Yes, He is /No, he isn't
- Is it being late? Yes, It is /No, It isn't

Remember

- In present continuous we use expressions as now, right now, at the moment to indicate the action is happening.
- Short answers go accompanied by to be verb. Yes, I am. No, they aren't. Yes, It is.
- Present continuous could refer to future as well when it is arranged.

For instance,

We are going to Paris in two weeks

Marcos is having a business meeting next week

My boss is giving us the new deadline next Tuesday

PRESENT SIMPLE VS. PRESENT CONTINUOUS EXERCISES

Grammar exercises

Complete the sentences with the correct tense of the verb in brackets. Look at the examples first.

e.g1.-She phones her sister every day

e.g2.-He is sending a report now

a.- Carlos is an excellent writer. He _____ in an Editorial (work)

b.-Look at the shipping order. There is a mistake. María _____ (fix) it at the moment

c.-The customers _____ (arrive) in a week

d.-The teacher _____ the same lesson twice a week(explain)

e.-The social media _____ new commitments about social integration programs (post)

ANSWERS

- a) works
- b) is fixing
- c) are arriving
- d) explains
- e) are posting

Speaking exercise

Answer these questions about globalization in your life. Record your conversation. Spend about a minute or so.

1. What are positive effects of globalizations?
2. How is the new globalization era?
3. Are there any negative globalization effects?
4. Are there any positive globalization effects?
5. Globalization more harm or good?

Listening exercise

<https://www.youtube.com/watch?v=MvOC9owdeP8>

Watch the following video about meeting new colleagues at work then answer the following questions about it

1. What is the most important when meeting your colleagues for first time?
2. How do you introduce yourself the first day at work
3. Which things you have to know about your colleagues?
4. How important is communication at the office?
5. Do you think the first impression is the most important?

2. PRESENT PERFECT TENSE

This verb tense is used to talk about actions that started in the past and still continue in our present. Also, it is used to talk about things that happen for first time or have not happened yet. Another use expresses recent past into present

Remember

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

I, You, They, We----- have been

She, He and it----- has been

The structure is the one below

SUBJECT + HAVE/HAS (AUX) + (NOT) + VERB PAST PARTICIPLE (AFFIRMATIVE AND NEGATIVE SENTENCES)

I, You, They, We + **have (aux)**

She He It + **has (aux)**

Here you are some examples of sentences using Present Perfect Tense

- I have sent the check 2 hours ago
- You have already applied for the job
- They have not fixed the fridge yet
- We have traveled around the creek for 3 hours
- She has stayed at the hotel since last week
- He has not bought the proper ingredients
- It has been sick since it threw up this morning

The rest of the grammar structures are

HAVE/HAS (AUX) + SUBJECT + VERB PAST PARTICIPLE + COMPLEMENT + ? (INTERROGATIVE SENTENCES)

- Have you sent the check 2 hours ago? Yes, I have /No, I haven't
- Have I already applied for the job? Yes, You have /No, you haven't
- Have they fixed the fridge yet? Yes, They have /No, They haven't
- Have we traveled around the creek for three hours?
Yes, You have / No, You haven't
- Has she stayed at the hotel since last week? Yes, She has /No, She hasn't

- Has he bought the proper ingredients? Yes, He has / No, he hasn't
- Has it been sick since it threw up this morning? Yes, It has/No, It hasn't

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

Already/just : These are collocated just right after the auxiliary have/has and before the past participle of the verb to indicate the action has 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 has not been executed.

For example

The bus hasn't arrived yet

My partners haven't organized the warehouse yet

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

3. PRESENT PERFECT CONTINUOUS

There is no difference in using Present Perfect and Present Perfect Continuous in terms of 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 Present Perfect Continuous but both are valid.

As in Present Simple Continuous the actions refer to those which have been in progress at the moment of the speaking till nowadays for the Present Perfect Continuous

Its grammar structure is as follows

**SUBJECT +HAVE/HAS (AUX)+ (NOT) BEEN + VERB IN GERUND +
COMPLEMENT(AFFIRMATIVE/NEGATIVE SENTENCES)**

I have (not) been filling in the documents yet

You have (not) been reading the instructions

They have (not) been preparing the pay order

We have (not) been painting the staff room

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

He has (not) been looking after the purchases

It has (not) been going abroad lately

**HAVE/HAS (AUX)+ (NOT)+ SUBJECT + BEEN + VERB IN GERUND +
COMPLEMENT(INTERROGATIVE SENTENCES)**

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