

| <b>Tense</b>               | <b>Format</b>               | <b>Example</b>                                   | <b>When &amp; Where to Use It</b>   |
|----------------------------|-----------------------------|--|---|
| Past Perfect               | had + past participle       | She <b>had eaten</b> before she left.            | To show an action that happened <b>before another past action</b> .                         |
| Past Perfect Continuous    | had been + verb-ing         | She <b>had been eating</b> for 15 minutes.       | To emphasize <b>duration</b> before a past event.   |
| Simple Past                | verb (past form)            | She <b>ate</b> at 7 a.m.                         | For <b>completed actions</b> in the past at a specific time.                                |
| Past Continuous            | was/were + verb-ing         | She <b>was eating</b> when I called.             | For <b>ongoing past actions</b> interrupted by another action.                              |
| Present Perfect            | has/have + past participle  | She <b>has eaten</b> already.                    | For actions that happened <b>at an unspecified time</b> before now; the result matters now. |
| Present Perfect Continuous | has/have been + verb-ing    | She <b>has been eating</b> since 7.              | To show how long something has been happening <b>up to now</b> .                            |
| Simple Present             | verb (base) / verb+s        | She <b>eats</b> at 7 a.m.                        | For <b>habits, facts, and routines</b> .  |
| Present Continuous         | am/is/are + verb-ing        | She <b>is eating</b> right now.                  | For actions <b>happening now or around now</b> .  |
| Future Perfect             | will have + past participle | She <b>will have eaten</b> by 8 a.m.             | To show that an action <b>will be completed</b> before a future point in time.              |
| Future Perfect Continuous  | will have been + verb-ing   | She <b>will have been eating</b> for 30 minutes. | To emphasize <b>duration</b> of an ongoing action up to a future moment.                    |
| Simple Future              | will + verb (base)          | She <b>will eat</b> at 7 a.m.                    | For general <b>future events or spontaneous decisions</b> .                                 |
| Future Continuous          | will be + verb-ing          | She <b>will be eating</b> at 7:30 a.m.           | For <b>ongoing actions</b> at a future specific time.                                       |