

Unit 1: Present Tenses

A: Put in the present continuous form of the verb in brackets.

1. Please be quiet. I _____ (try) to read my book.
2. I _____ (not/use) the computer at the moment so you can use it.
3. Mary is ill so Sue _____ (teach) her lessons today.
4. Excuse me, I _____ (look) for a hotel. Is there one near here?
5. _____ (you/wait) for someone?
6. Jack, you are very careless. You _____ (always/forget) to do your homework!
7. The cost of living _____ (rise) very fast. Every year things are more expensive.
8. What _____ (you/do)? I _____ (clean) my shoes.
9. Why _____ (not/wear) shorts? It's so hot today.
10. The neighbours are so noisy! They _____ (always/argue) loudly.

B: Put the verb into the correct form, present continuous or present simple.

1. I _____ (not/belong) to this particular government committee.
2. Hurry! The bus _____ (come). I _____ (not/want) to miss it.
3. Gregory is a vegetarian. He _____ (not/eat) meat.
4. I _____ (look) for the manager. I can't find him anywhere.
5. We are successful because we _____ (take) the time to talk to our customers.
6. John _____ (deal) with all the enquiries about sales.
7. At the moment we _____ (make) a training video for Siemens.
8. _____ (you/know) what Mr Briceson _____ (do)? He is not in his office.
9. I _____ (apply) for a job in the sales department, but I don't know if I will be successful.
It _____ (depend) on whether or not they have any vacancies.
10. Unemployment _____ (fall) and is now down to 5.6%.
11. Jane is doing some research in the library. She needs it for a book she _____ (write).
12. While Anna is away on holidays, Matt _____ (work) in her office.
13. He _____ (teach) French and German at University and _____ (learn) Greek.
14. There _____ (be) two flights to Honduras this afternoon. The British Airways flight _____ (leave) at 13:00 and _____ (arrive) at 22:00.
15. Inflation _____ (rise) at a rate of 2% per annum.

C: Put the verb in brackets into the present simple or the present continuous.

1. She always _____ (remember) my birthday.
2. Mr Brown _____ (work) in a supermarket.
3. I _____ (work) in this factory until I find a better job.
4. Look! It _____ (snow).
5. Can you hear those girls? What _____ (they/talk) about?
6. _____ (you/know) Helen?
7. We _____ (never/go) to work by tube. It is too busy.
8. When I'm in Paris I _____ (usually/stay) in the Hotel du Pont, but this

- time I _____ (stay) in the more expensive Hotel Notre Dame.
9. Ruth _____ (be) a vegetarian. She _____ (not/eat) meat or fish.
 10. My father _____ (be) an engineer, but he _____ (not/work) right now.
 11. _____ (you/believe) in ghosts?
 12. My parents _____ (live) in Sydney. Where _____ (your parents/live)?
 13. We _____ (own) two cars, an estate car and a sports car.
 14. Can you drive? No, but I _____ (learn) at the moment.
 15. Look! That woman _____ (try) to steal that man's wallet.
 16. The River Nile _____ (flow) into the Mediterranean.
 17. _____ (you/like) Bon Jovi?
 18. I _____ (get) thirsty. Let's get something to drink.
 19. Those flowers _____ (smell) lovely. What are they?
 20. Jane _____ (repair) her bike. She _____ (know) exactly what to do.

Unit 2 : Past Simple and Past Continuous

A: Put one of these verbs in each sentence. Use the past simple:

eat bring write buy see meet

1. The party was fantastic. Every guest _____ something to eat and a bottle of wine.
2. I had an extravagant weekend. I _____ some clothes and a plant.
3. Three weeks ago Tracy _____ her ex-husband in Mallorca. What a coincidence!
4. When I lived in Italy, we always _____ lamb at Easter.
5. Shakespeare _____ a lot of plays.

B: A friend has just returned from his holiday. Ask him questions about it using the past simple.

Example: where/go? Where did you go?
sun/shine Did the sun shine?

1. how /get there?
2. who/go with?
3. where/stay?
4. the weather /good?
5. what/you think of the food?
6. what/do during the day?
7. go out in the evenings?
8. buy any souvenirs?
9. make any new friends?
10. how long/the journey home/take?

C: Put the verb in the past simple.

1. Tom _____ (not/come) to the office yesterday because he _____ (be) ill.
2. She _____ (not/read) the book because she _____ (not/be) very interested in that author.
3. The students _____ (not/finish) their group project because they _____ (run out) of time.
4. We _____ (not/eat) anything for breakfast because we _____ (be) in a hurry.
5. Mary _____ (not/catch) the train to Mexico City because she _____ (arrive) at the station too late.

D: Put the verb in the correct form: past simple or past continuous.

1. I _____ (dream) when the alarm clock _____ (go off).
2. They _____ (wait) for me when I _____ (arrive).
3. The phone _____ (ring) while I _____ (have) a shower.
4. We _____ (not/go out) last Sunday because it _____ (rain).
5. I _____ (see) Kim at the party. She _____ (wear) a new dress.
6. I _____ (break) a bowl this morning. When I _____ (wash) the dishes it just _____ (slip) out of my hand onto the floor!
7. When he _____ (carry) the table, he _____ (feel) a sharp pain in his back.
8. Sarah _____ (go) down the stairs when the lights _____ (go out).
9. We _____ (watch) TV when someone _____ (come) to the door and _____ (knock) very loudly.
10. What _____ (you/do) at this time yesterday? Oh, I _____ (prepare) the dinner.
11. I _____ (fall) asleep while I _____ (watch) television.
12. At 12:45 yesterday, Mr Alright _____ (see) a client in his office.

Unit 3 : Past Perfect

A: Here is the latest news about your friends and family. Complete the sentences using the present perfect simple.

Example: I/buy/a new car

I have bought a new car

1. Mary/move house
2. Fred and Frank/start/a company
3. My parents/go to Greece
4. Sue/get married
5. Granny/celebrate her 80th birthday

B: Read the situations and write sentences in the present perfect simple. Choose one of the following:

learn

buy

find

break

clean

grow

1. James can't go to school because his arm is in plaster. **He has broken his arm.**
2. Fred was nervous about travelling to France. He isn't any more because he knows he can

- communicate. He has
3. Jane didn't have a dress to wear to the wedding. Now she does
 4. Our flat was very dusty. It isn't any more.
 5. Mr Flint was unhappy because he had lost his cat. Now he is happy.
 6. Harry didn't have a beard last month. Now he has a beard.....

C: You are interviewing a famous person. Ask questions about things he/she has done in his/her life. Make the questions from the words given.

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| 1. ever/win/an award | Have you ever won an award? |
| 2. ever/travel/to Hollywood | |
| 3. ever/meet/Bill Clinton | |
| 4. ever/write/a novel | |
| 5. ever/run/a marathon | |
| 6. ever/give/money to charity | |

D: Complete the sentences using the present perfect simple and today/this week/this year etc.

1. I watched TV yesterday but **I haven't watched TV today.**
2. It rained last week but
3. Last week I spent a lot of money but
4. I saw James yesterday but
5. I received a lot of post last month but
6. It was warm last spring but

E: Write a sentence using the present perfect continuous. Use the words in brackets.

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| 1. John is sunburnt. | He has been sitting in the sun. | (sit/in the sun) |
| 2. The ground is wet. | | (rain) |
| 3. Jack has no money left. | | (shop) |
| 4. Fred is covered in paint. | | (paint/the kitchen) |
| 5. Maisy is tired and irritable | | (drive/for 4 hours) |
| 6. Harry is very hot and dirty | | (dig/the garden) |

F: Complete the sentences using the present perfect continuous and add since or for.

1. Maria _____ (learn) English _____ two years.
2. I _____ (write) letters _____ 8:00.
3. Robert and Jane _____ (travel) around Europe _____ five weeks.
4. We _____ (go) to Ireland for our holidays _____ 1968.
5. It _____ (rain) _____ this morning.
6. Anne _____ (look) for a new job _____ a long time.
7. Mark _____ (sell) computers _____ he started his job with Olivetti.
8. We _____ (wait) for the bus _____ twenty-five minutes.
9. She _____ (play) piano _____ she was eight.
10. They _____ (watch) TV _____ hours.

G: Complete the sentences using present perfect simple or continuous.

1. (build) The Browns _____ a house for some time.
They _____ all the main walls now.
2. (write) John _____ his novel since last year.

- He _____ the first three chapters.
3. (paint) The painters _____ the town hall since February.
They _____ nearly half of it now.
4. (save) The Cooks _____ to go on holiday next summer.
They _____ € 2000 up to now.
5. (watch) I _____ cartoons on TV.
I _____ 4 cartoons already.

H: Put the verb in the most suitable form, present perfect simple or continuous.

1. You look tired. _____ (you/study) hard?
2. Mr Brown is new here, isn't he? How long _____ (he/work) for the company?
3. I _____ (lose) my wallet. Have you seen it anywhere?
4. I _____ (read) the magazine you lent me, but I _____ (not/finish) yet.
5. _____ (you/hear) the bad news? Simon _____ (break) his leg!
6. How many articles _____ (you/write)?
7. What _____ (you/do)? I _____ (wait) for you for an hour!
8. Bob and his friends _____ (play) golf since this morning.
9. I _____ (know) Louise for ten years.
10. Mr Brown _____ (mark) the exams all morning, but he _____ (not/read) them all.

I: Put in the correct verb form: present perfect or past simple.

1. How long _____ (she/study) German?
2. When _____ (he/begin) to study Business Administration?
3. Who _____ (write) the play Dancing at Lughnasa.
4. _____ (you/visit) any museums when you were in Sofia.
5. Henry has a perfect school record. He _____ (not/be) sick this year.
6. Prices _____ (go) up. Things are much more expensive this week.
7. What _____ (happen) to you. I waited all afternoon for you.
8. Marilyn _____ (have) an accident. She was running for the bus when she _____ (fall) down.
9. Mr Arnold _____ (win) the Exporter of the Year prize twice. His brother _____ (win) it four times already.
10. Alfred Hitchcock _____ (make) lots of films in his long career.
11. I _____ (just/remember) something.
12. _____ (you/reply) to Mr Aston's letter yet?
13. Mr Miller _____ (work) in a travel agency for years. Then he gave it up.
14. Melanie lives in Bucharest. She _____ (live) there all her life.
15. My uncle died in 1960. I _____ (never/have) the opportunity to meet him.

Unit 4: Past Perfect

A: Read the situations and write sentences in the past perfect using the words in brackets.

1. I arrived at the party at 9 p.m. but Jane was already there.
(she / arrive / before / me) **She had arrived before me.**

2. I invited Jeff to come for lunch but he wasn't hungry.
(he / already / eat / lunch)
3. Jane was late for her exam. All the other students were already there.
(they / start / the exam)
4. Mike got home after midnight. The house was quiet.
(everybody / go / to bed)
5. I rang Fred but he wasn't at home.
(he / already / leave / for work)

B: Complete the sentences using the past simple or the past perfect.

1. When the teacher came in, everybody _____ (stand up).
2. I arrived two hours late because my car _____ (break down).
3. I was really tired last night. I _____ (have) a hard day.
4. Sam felt ill, so he _____ (go) to bed.
5. When we _____ (write) the letter, we went to the post office.

C: Complete the sentences using the past perfect or the past perfect continuous.

1. By the time I got home they _____ (eat) all the cake.
2. The room was very smoky. I could tell that my brother _____ (smoke) in there all afternoon.
3. She retired at fifty-five, but she _____ (work) hard all her life.
4. James was very irritable. He _____ (look) for his contact lens for an hour and he still _____ (not / find) it!
5. I was furious with Tom when he arrived. I _____ (wait) for him for hours.
6. Harry was sad to sell his car. He _____ (have) it for a long time.
7. Mary was covered in white paint. She _____ (decorate) the kitchen all afternoon.
8. Lucy went into the sitting room. The TV was on. Her brother _____ (watch) it and _____ (forget) to switch it off.
9. Hattie felt terribly sick. She _____ (eat) too many cream cakes.
10. The journey was incredibly long. We _____ (travel) for ten hours and we weren't even half way yet.

D: Complete the sentences using the present perfect or past perfect.

1. The park looked awful after the music festival. People _____ (leave) litter everywhere.
2. You _____ (make) a mistake. I am not the person you are looking for.
3. When we arrived at the cinema, the film _____ (already/start).
4. It isn't raining now. It _____ (finally/stop).
5. I am really not very hungry. I _____ (just/have) lunch.
6. His apartment was really dirty. He obviously _____ (not/clean) it for weeks.
7. At last the Board of Directors were ready to announce their decision. They _____ (make) up their mind.
8. I am so exhausted. _____ (really/have) a tough week.
9. The ball hit the back of the net before the goalkeeper _____ (notice).
10. The CEO didn't speak until he _____ (hear) all the arguments.

Unit 5: Future Tense

A: Put the verb in brackets into the present continuous or the present simple.

1. I _____ (meet) Jane tonight.
2. The train to London _____ (leave) at midday.
3. What time _____ (the film / begin) this evening?
4. What _____ (you / do) next weekend?
5. We _____ (have) a party on Saturday. Do you want to come?
6. When _____ (the concert / start)? It _____ (start) at 7 p.m..
7. Harry _____ (come) to stay tomorrow. He _____ (catch) the last bus from York, which _____ (arrive) here at midnight.

B: Write questions using *going to*.

Your friend is going on holiday to Spain. You ask:

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| 1. (where / stay?) | Where are you going to stay? |
| 2. (what / see?) |? |
| 3. (who / go with?) |? |
| 4. (how / travel?) |? |
| 5. (how much luggage / take?) |? |
| 6. (what souvenirs / buy?) |? |

C: Use *going to* and the words in brackets to say what is going to happen in these situations.

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| 1. There are a lot of black clouds in the sky. (rain) | It's going to rain. |
| 2. The cat has seen a mouse. (chase) | |
| 3. There is a large hole in the bottom of the boat. (sink) | |
| 4. It is 7:45 and John is asleep. His train leaves at 7:50. (miss) | |
| 5. A car thief is looking around a car park. (steal) | |
| 6. A bungee jumper is standing on a high bridge. (jump) | |

D: Choose the correct form of the verb.

1. I'll meet / I'm meeting Jane in town tonight.
2. Louise can't come. She is taking / will take the car to the garage at 5 p.m.
3. What time does your train leave / will your train leave tomorrow?
4. 'I'm very thirsty.' 'I'll get / I get you something to drink. Coke or tea?'
5. This bus is stopping / stops at every village, so it's very slow!
6. 'Did you buy some butter?' 'Oh, I forgot. I'll get / I'm getting some now.'
7. I think it rains / will rain later today.
8. 'Have you chosen a new car yet?' 'Yes, we are going to buy / we will buy a Ford Focus.'
9. 'Why have you put the TV on?' 'I'm going to watch / I will watch the news.'
10. 'Frank, I can't go out because I haven't got any money.' 'Don't worry. I lend you / I'll lend you some.'
11. Shall / Will I carry that for you?