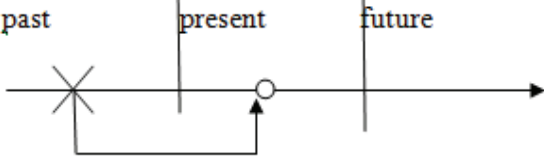
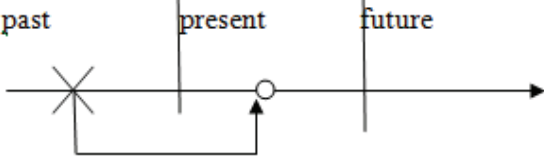
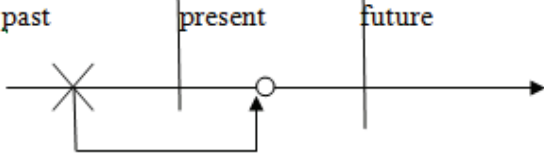
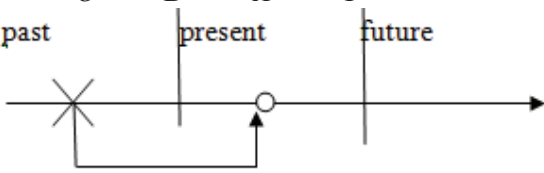
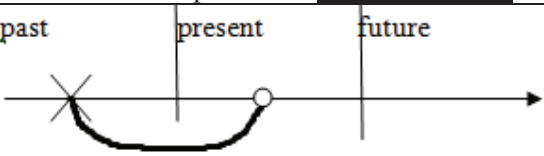


Present Simple		
1	a universal fact	Supply depends on demand. Water boils at 100 degrees C.
2	a state at present	My father works in the Overseas Department. He speaks four foreign languages fluently.
3	a regular action at present	A lot of employees commute to work every day. Normally I get to work at 9 a.m.
4	a state at the present moment with <i>state / stative verbs</i> , i.e. the verbs which can't be used in the continuous form (<i>instead of Present Continuous</i>)	The food tastes delicious. I don't quite understand what you mean . I expect they will be late. I want to buy a Porsche. I love this chocolate ice cream. My uncle has a hotel.
5	a sequence of actions at the present moment (<i>instead of Present Continuous</i>)	Look, I take a match, light it, put it into the glass and ... nothing happens . Listen, now you click on the menu first, then you look through the options. Afterwards you choose what you need.
6	observations, TV and radio commentaries (of sports and public events), declarations, announcements, stage directions at the present moment (<i>instead of Present Continuous</i>)	I declare the meeting open. This chart shows a marked improvement in home sales compared to the last year. Person overtakes Williams and wins the race.
7	an action going on at the present moment - if a verb (<i>stand, sit, lie</i>) is followed by <i>Participle I</i> - in the expressions <i>Here comes ..., There goes ...</i> (<i>instead of Present Continuous</i>)	The managing director sits reading the annual report. Look, <i>here comes</i> your Mum. <i>There goes</i> our bus; we'll have to wait for the next.
8	a timetable (<i>instead of Future Simple</i>)	Our new representative office in India opens on April 12. The meeting starts at 5 p.m. tomorrow.
9	a future action in subordinate clauses of - time (after the conjunctions: <i>when, while, till, until, before, after, as soon as, once</i>), - condition (after the conjunctions: <i>if, unless, as long as, on condition (that), provided (that), providing (that), in case</i>),	Do it <i>as soon as</i> you are through with your duties. <i>If</i> we recruit extra staff, our costs will increase. You will be welcome <i>no matter when</i> you come .

	- concession (after the conjunctions: <i>even if, even though, no matter how, whenever, whatever, however, etc.</i>) (<i>instead of Future Simple</i>)	
10	a future action in object clauses after <i>to see (to), to take care, to make sure</i> (<i>instead of Future Simple</i>)	I'll <u>see</u> (прослежу, позабочусь) that the lady <u>is</u> properly looked after. Please, make sure you <u>send</u> everything tomorrow. I will take care the system <u>works</u> fine next week.
11	an action of the immediate future in some special questions (<i>instead of Future</i>)	What do we do next? (Что будем делать?) Where do we go now? (Куда сейчас пойдём?) What happens next? (Что сейчас будет?)
12	in suggestions, offers, invitations starting with <i>Why don't we / you / ... ?</i> (<i>instead of Future Simple</i>)	Why don't you join us? Why don't you stay with us for the weekend? Why doesn't he do it on his own?
13	in the introductory expressions : <i>I hear, I see, I understand, I'm told...</i> (<i>instead of Present Perfect</i>)	I hear / I see / I understand you are going to place the matter in the hands of your solicitors. I'm told that their PR man is in Moscow now.
14	historical present - a past action in newspaper headlines, in the plots / outlines / reviews of novels, plays, films, books, etc. (<i>instead of Past Simple</i>)	Dog <u>Saves</u> Its Master. Students <u>Say</u> No to New Weapon. (newspaper headlines) Dalton <u>plays</u> the part of Macbeth. (a review) Kate Fox's novel is a historical romance set in London in the 1880's. The action <u>takes</u> place over a period of 30 years... (an outline)
15	historical present - a succession of actions in the past to make a vivid narrative of past events in the literary style (<i>instead of Past Simple</i>)	They were waiting for Kathy when she finally arrived. But oh my God! She <u>arrives</u> full of life and spirit. Then she <u>sits</u> down in a chair, <u>says</u> she <u>doesn't feel</u> well, <u>gasps</u> a bit and <u>dies</u> . Everybody was shocked!

Present Continuous		
1	an action taking place at the moment of speaking (indicators: <i>now, right now, just now, at the moment, still, etc.</i>)	The head of the division is having a talk with newcomers <i>now</i> . Look, <i>while</i> the speaker is summarizing the main ideas of his report, the listeners are already packing their things.
2	an action taking place at the present period of time (indicators: <i>now, at the moment, at present, today, this week / month / season / year, these days, nowadays, currently, still, etc.</i>)	We are currently creating a team to help resolve a particular client's needs. We are working on these issues this week. (= We are saying this in the middle of the week)
3	a constant tendency or a changing situation (indicators: <i>always, continually, constantly, ever, steadily, etc.</i>) (instead of Present Simple to emphasize the progressive nature of the action)	The sales volume is ever rallying after earlier falls. The population of the world is constantly growing . Modern technologies are always getting more sophisticated.
4	a regular action at present + emotions (annoyance, criticism, anger, irritation) (indicators: <i>always, continually, constantly, forever / for ever, never, etc.</i>) (instead of Present Simple)	John is constantly thinking about his girlfriend at work! You are always missing your deadlines.
5	a future arrangement (instead of Future Simple)	I am seeing (=am meeting) my boss about a pay rise <i>tomorrow</i> . I am starting a new business project <i>this month</i> . (it is said <i>at the beginning of this month</i>)
6	an action which will be taking place at a definite moment in the future in subordinate clauses of - time (after the conjunctions: <i>when, while, till, until, before, after, as soon as, once</i>), - condition (after the conjunctions: <i>if, unless, as long as, on condition (that), provided, providing, in case</i>), - concession (after the conjunctions: <i>even if, even though, no matter how, whenever, whatever, however, etc.</i>) (instead of Future Continuous)	Tomorrow <i>when</i> you are making a presentation, I'll be listening to you attentively. I will think of your promotion next year <i>providing that</i> you are doing your best to achieve all the PDP goals in the coming half a year. We will meet the deadlines <i>no matter how</i> hard things are going on the next stage.
7	abbreviated Present Cont. is used to denote future actions in newspaper headlines	Cabinet Minister Resigning Soon

		Present Perfect
1	<p>news - an action completed in the recent past. The precise time and place are not specified. We can easily guess the current result though it is not specified in the sentence. The details are provided in the Past Simple or Past Continuous.</p> <p>It is sometimes used with <i>already / yet / just / recently / lately / of late</i>.</p>	 <ul style="list-style-type: none"> - Have you fixed the bugs <i>yet</i>? - No, I haven't. But I have delegated the task to John. - Why didn't you do that yourself? - My workstation was not working properly. - Listen! She has bought a new laptop. - When did she buy it?
2	<p>reason (fact) in the recent past vs result now - an action completed in the recent past. The precise time and place are not specified. We can see the current result which is specified in the sentence. The reason is given in the Present Perfect. The current result is given in the Present Simple or Present Continuous. The details are provided in the Past Simple or Past Continuous.</p> <p>It is often used with <i>already / yet / just / recently / lately / of late</i>.</p>	 <ul style="list-style-type: none"> - We have resolved (reason) all the issues. Now the system <i>is working (result)</i> properly. Everything <i>is (result)</i> fine. - Can you help me? (<i>result</i>) My laptop has broken (reason) down. It stopped working yesterday. - What were you doing when it happened?
3	<p>life experience so far - experiences people have had at some time in their lives up to now. When it happened is not specified. Life experience can potentially develop. The details are provided in the Past Simple or Past Continuous. It is often used with <i>ever / never / so far / up to now / before / since</i>.</p>	 <ul style="list-style-type: none"> - Have you ever been to the head office? - Yes, I have been to the headquarters twice <i>so far</i>. However, I have never been to our regional offices.

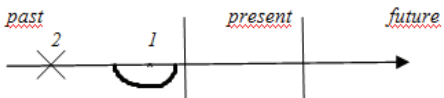
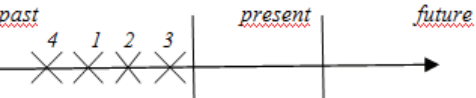
		<p>- Have you ever worked with these technologies before?</p> <p>- Yes, I have used them many times since last year. For example, I used them on my last project.</p> <p>- How many projects have you had so far?</p>
4	<p>a past action in an unfinished period of time - things that have happened in an unfinished period of time. The period includes present and is specified in the sentence. However, the precise time or place is not specified. It is normally used with today / this week / this century / in the past few weeks / over the last year / etc.</p>	<p>T O D A Y</p> <p>past present future</p>  <p>- I have seen her today. I saw her in the office at 10 a.m.</p> <p>- He has made 3 presentations this week. He made one on Monday and 2 on Thursday.</p> <p>- Several mobile platforms have appeared in the last few years.</p>
5	<p>to speak about the duration of an action that started in the past and is still going on now. It is normally used with for and since. To ask questions we use "How long ...?" (instead of Present Perfect Continuous if the duration is long and the action has been regular)</p>	<p>past present future</p>  <p>- How long have you worked for EPAM?</p> <p>- I have worked here for 3 years already.</p> <p>- How long have you been on this project?</p> <p>- I've been on this project since last December.</p>
6	<p>to emphasize the completion of the future action in subordinate clauses of</p> <ul style="list-style-type: none"> - time (after the following conjunctions: when, while, till, until, before, after, as soon as, once), - condition (after the following conjunctions: if, unless, as long as, on condition (that), provided, providing, in case) (instead of Future Perfect) 	<p>Don't ask questions until the chairperson has told you to.</p> <p>He will know the advertising poem by heart when he has heard it twice.</p> <p>He will send everything today in case he has finished it.</p>

Present Perfect Continuous		
1	to speak about the duration of an action that started in the past and is still going on now . It is normally used with <i>for</i> and <i>since</i> . To ask questions we use “How long ...?” . The duration is normally not too long.	He <u>has been applying</u> for a job <i>since (с) April</i> . He <u>has been applying</u> for a job <i>since (с тех пор, как) he was fired</i> from the previous position. He <u>has been applying</u> for a job <i>since (пока; на протяжении того периода, пока) he has been living</i> here.
2	a regular action that started in the past and is still going on + emotions . The duration is long but to imply emotions we do not shift to Present Perfect. The indicators: <i>always, continually, constantly, ever, never, etc.</i>	Tom <u>has always been lying</u> to me!
3	reason (process) in the recent past vs result now . We can see the current result which is specified in the sentence. The reason is given in the Present Perfect Continuous. The current result is given in the Present Simple or Present Continuous.	My hands <i>are</i> so dirty (<i>result</i>). I <u>have been repairing</u> my car.
4	an action in progress before a certain moment in the future in subordinate clauses of - time (after the following conjunctions: <i>when, while, till, until, before, after, as soon as, once</i>), - condition (after the following conjunctions: <i>if, unless, as long as, on condition (that), provided, providing, in case</i>) (<i>instead of Future Perfect Continuous</i>)	He'll get used to the surroundings <i>after</i> he <u>has been staying</u> here <i>for</i> a week or two. I think we will pretty tired <i>when</i> we <u>have been working</u> overtime for the following two weeks. The functionality will be deployed on time <i>unless</i> they <u>have been delaying</u> the sprints in the future again.

Past Simple		
1	a single completed action = fact (одиночное действие) (took place in the past, the period belongs completely to the past and there is no connection to the present time). The indicators are: <i>yesterday, last week (month, year, time, etc.), ... ago, in 2005, just now (= a moment ago), the other day (на днях), in those days (в те дни, в то время), etc.</i>	She completed all the tasks <i>yesterday</i> . I worked for IBA <i>in 2005</i> . He called me <i>the other day</i> .
2	a sequence of single completed actions = facts in the past (the period belongs completely to the past and there is no connection to the present time). It is often used with <i>for 3 years, during his vacations, from ... to / till ..., etc.</i>	At the previous meeting, we discussed the issues <i>for 1 hour</i> , then had a coffee break <i>for 15 minutes</i> and afterwards finalized the rest of the details. I worked for IBA <i>from 2005 to 2009</i> . Then I had a gap <i>for 2 years</i> and finally joined EPAM.
3	a regular action in the past In this case the Past Simple can be sometimes replaced by the constructions used to (to imply a regular habit in the past . There is no habit like this now .) or would do (to imply a persistent regular habit in the past)	<i>Every morning</i> at about 8 p.m. he went out (= used to go out = would go out) into the street to walk about the city.
4	a state / a .habit in the past In this case the Past Simple can be sometimes replaced by the constructions used to (to imply a state in the past . There is no state like this now .)	I loved (= used to love) ice-cream when I was a kid. My father worked (= used to work) in the Overseas Department for ten years. There was (= used to be) an old oak-tree near the warehouse.
5	a state at the precise moment / period in the past with <i>state / stative verbs</i> , i.e. the verbs which can't be used in the continuous form (<i>instead of Past Continuous</i>)	The food tasted delicious. (a state) But: I saw he <i>was tasting</i> the food. (an action) At that very moment I didn't quite understand what you meant . I expected they would be late. I wanted to buy a Porsche. I loved chocolate. But: I <i>was loving</i> (= enjoying) it! My uncle had a hotel. (a state) But: He <i>was having</i> a shower then. (an action) The chicken weighed 2 kilos. (a state) But: Tom <i>was weighing</i> it. (an action)
6	an action going on at the precise moment in the past if a verb (<i>stand, sit, lie</i>) is followed by Participle I (<i>instead of Past Continuous</i>)	The managing director sat reading the annual report drawn up by the heads of the departments.

7	Reported Speech (<i>instead of the Present Simple</i>)	The manager said , “Our costs will increase if we recruit extra staff.” – The manager said that their costs would increase if they recruited extra staff.
8	news or request for news in the following cases: sometimes there is no indication of past time in the sentence but the moment is definite in the minds of the speaker and his listener / listeners either because the action has already been mentioned (so, you are providing details) or because the situation is very well known to the listener / listeners (<i>instead of Present Perfect</i>)	What did you say ? – Что вы сказали? I didn't hear your question. – Я не слышал вашего вопроса. Did you hear what he said? Did you sleep well? Did you enjoy the play? Did you have a good journey (trip, ride, flight, time, day, etc.)? Did you see the accident? <i>How did you do it?</i> <i>When did you do it?</i> <i>Where did you do it? But: Where have you been?</i> – Где ты был? = Чем занимался? (<i>Present Perfect instead of Present Perfect Continuous as the verb is stative</i>)
	in polite inquiries, requests, suggestions with verbs like hope, think, wonder, etc. in situations referring to the present (<i>instead of Present</i>)	I wondered if you could give me a lift. (<i>it is more polite than - I wonder if you could give me a lift.</i>) I thought you could help me. (<i>it is more polite than – I think you could help me.</i>) I hoped you could help me. (<i>it is more polite than – I hope you could help me.</i>)

Past Continuous		
1	an action taking place at the precise moment in the past	<i>At 9 a.m. yesterday</i> the manager's assistant <u>was outlining</u> the programme for the day.
2	an action taking place at the precise period of time in the past	-What <u>were</u> you <u>doing</u> yesterday <i>from 5 till 6</i> ? – I <u>was working</u> , actually.
3	a background action for the completed action(s) in the speech when talking about the past	When Mr. Cramer <i>returned</i> , we <u>were discussing</u> the date of delivery. = Mr. Cramer <i>returned</i> , when we <u>were discussing</u> the date of delivery. (= We were in the middle of the discussion when Mr. Cramer returned.) But: When Mr. Cramer <i>returned</i> , we discussed the date of delivery. (= Mr. Cramer returned and then we discussed the date of delivery. – a sequence of past actions) I <i>received</i> the job offer from EPAM when I <u>was working</u> for IBA. So I <i>decided</i> to leave the job.
4	a constant tendency or a changing situation in the past (indicators: <i>always, continually, constantly, ever, steadily, etc.</i>) (instead of Past Simple to emphasize the progressive nature of the action)	Five years ago EPAM <u>was constantly expanding</u> and entering new markets. During perestroika prices <u>were ever increasing</u> .
5	a regular action in the past + emotions (annoyance, criticism, anger, irritation) (indicators: <i>always, continually, constantly, forever / for ever, never</i>) (instead of Past Simple)	She <u>was always smiling</u> , we couldn't take her seriously. On his previous project he <u>was missing</u> all the possible deadlines <i>all the time</i> .
6	a future arrangement in the past. The indicators: <i>the next day, the following week, that year, etc.</i> (instead of Future)	I <u>was starting</u> a new business project <i>that month</i> . He <u>was leaving</u> for his first vacation <i>the following day</i> .
7	in polite inquiries, requests, suggestions with verbs like <i>hope, think, wonder, etc.</i> in situations referring to the present (instead of Present)	I <u>was wondering</u> if you could give me a lift. (<i>it is more polite than - I wonder / wondered if you could give me a lift.</i>) I <u>was thinking</u> you could help me. (<i>it is more polite than – I think / thought you could help me.</i>) I <u>was hoping</u> you could help me. (<i>it is more polite than – I hope / hoped you could help me.</i>)
8	to show that the planned action wasn't carried out with the following verbs: <i>to expect, to intend, to hope, to plan, to mean</i> (instead of Past Simple)	I <u>was meaning / was hoping / was planning</u> to propose a major reorganization. (= I <i>meant / hoped / planned</i> to propose a major reorganization but I didn't do it.)
9	Reported Speech (instead of Present Continuous)	The manager <i>said</i> , " <i>Tomorrow</i> when you are making a presentation, I will be listening to you attentively." – The manager <i>said</i> that <i>the next day</i> when I <u>was making</u> a presentation, he would be listening to me attentively.

Past Perfect		
1	<p>an action which was prior to the other action(s) in the sentence(s). The other actions are in the Past Simple or Past Continuous. Normally we give a sequence with the Past Simple actions and then ‘remember’ that the next action was prior to the sequence.</p> <p>But: the Past Simple of the verbs of sense perception and motion (<i>come, return, arrive, see, hear, etc.</i>) can be used in subordinate clauses of time and condition instead of the Past Perfect when the actions are practically simultaneous.</p>	<p>The system was working (1) properly. We had fixed (2) everything.</p>  <p>Yesterday we went (1) to the cinema, saw (2) a crowd of people in the lobby and just got (3) happy that we had bought (4) the tickets beforehand.</p>  <p>But: He recognized the advertising poem when he heard the first line. (<i>practically simultaneous</i> actions. That's why there is no need to use ‘<i>had heard</i>’, though the action was prior to ‘<i>recognized</i>’)</p>
2	<p>an action completed before</p> <ul style="list-style-type: none"> - a certain moment in the past (introduced by the preposition <i>by</i>) - another action (which is in the Past Simple / Continuous and is introduced by the conjunctions <i>before</i> or <i>by the moment / by the time</i>. Sometimes – <i>when</i>) <p>In these cases the usage is caused by the indicators. The Past Perfect should be used no matter which part goes first – the main or the subordinate one. So, even if we have a sequence in the sentence but we have the indicators, the Past Perfect should be used in the main part before the subordinate part with <i>before / by the moment / by the time / by</i> to emphasize that the action was prior to that in the Past Simple / Continuous.</p>	<p>The parties involved had discussed the contract in detail <i>by</i> the end of the meeting. = <i>By</i> the end of the meeting the parties involved had discussed the contract in detail.</p> <p>The parties involved had discussed the contract in detail <i>before / when / by the moment / by the time</i> the meeting finished. = <i>Before / when / by the moment / by the time</i> the meeting finished, the parties involved had discussed the contract in detail.</p>
3	<p>an action completed before another action which is in the Past Simple / Continuous. The Past Perfect is used in the subordinate part which is introduced by <i>after / when / as</i></p>	<p><i>After / When / As soon as</i> the parties involved had discussed the contract in detail, the meeting finished. = The meeting finished <i>after / when / as soon as</i> the parties involved had discussed the contract in detail. (= встреча закончилась только после полного завершения обсуждения = подчеркиваем завершенность действия)</p> <p>He waited until she had found the key and opened the door.</p>

	<p>soon as / once / till / until. The Past Simple / Continuous are used in the main part.</p> <p>In these cases the usage is caused by the indicators. The Past Perfect should be used no matter which part goes first – the main or the subordinate one. So, even if we have a sequence in the sentence but we have the indicators, the Past Perfect should be used to emphasize completion of the action.</p>	<p>He learnt the advertising poem by heart after he had heard it twice. = After he had heard it twice, he learnt the advertising poem by heart.</p>
4	<p>in constructions: hardly / scarcely / nearly / barely... (Past Perfect) when... (Past Simple); no sooner ... (Past Perfect) than ... (Past Simple) (= <i>только ... как ...; едва ... как ...,</i> <i>не успел ..., как ...</i>)</p> <p>When these conjunctions are used for some emphatic purpose, the word order is inverted.</p>	<p>I had hardly / scarcely / nearly / barely been in the office for two minutes when my boss came in with his numerous tasks. (= I hadn't been in the office for two minutes when my boss came in with his numerous tasks. = Не прошло и двух минут, как я пришел в офис (с момента моего прихода в офис), как явился шеф с кучей заданий.)</p> <p>The employment manager had hardly / scarcely / nearly / barely asked his secretary to bring the CVs when the latter readily brought them.</p> <p>Hardly had the employment manager asked his secretary to bring the CVs when the latter readily brought them.</p> <p>No sooner had I started the tasks than the electricity went off.</p>
5	<p>an action which started in the past, continued up to a certain moment in the past and was either still going on at that moment or had just finished:</p> <ul style="list-style-type: none"> - with state / stative verbs (the verbs which are not used in continuous forms) - to emphasize a longer duration or / and a more permanent action <i>(instead of the Past Perfect Continuous tense form)</i> 	<p>They had been friends for 20 years since they got acquainted.</p> <p>They had loved each other for a long while before they unexpectedly decided to break up. When I saw Tom last, he had worked for that company for thirty years already. But: When I saw Tom last, he had been working there only for a week. (= the action is more <i>temporary</i> and the <i>duration is not long</i>)</p>
6	<p>Reported Speech (instead of Present Perfect)</p>	<p>The manager said, "Don't ask questions until the chairperson has told you to." – The manager instructed us not to ask questions until the chairperson had told us to.</p>

Past Perfect Continuous		
1	an action which started before a certain moment in the past, continued up to that moment and was either still going on at that moment or had just finished. The duration is specified in the sentence through the indicators: <i>since, for, all day, all night, all week, all life</i> , etc.	He <u>had been applying</u> for a job <i>for</i> three months <i>when / before</i> he got a very promising position.
2	an action which started before a certain moment in the past, continued up to that moment and was either still going on at that moment or had just finished. The Past Perfect Continuous denotes the reason . The result of the process is specified in the sentence (in the Past Simple / Continuous). The duration might be specified in the sentence through the indicators: <i>since, for, all day, all night, all week, all life</i> , etc.	Her fingers hurt (<i>result</i>) because she <u>had been playing</u> (<i>reason</i>) the guitar <i>all day</i> . Ann looked (<i>result</i>) sad. She <u>had been crying</u> (<i>reason</i>) <i>all morning</i> .
3	Reported Speech (<i>instead of Present Perfect Continuous</i>)	The manager <i>said</i> , “You will get accustomed to the surroundings after you have been working here for a week or two.”– The manager <i>said</i> that I would get accustomed to the surroundings after I <u>had been working</u> there for a week or two.

Future Simple		
1	a prediction (50x50) It is often used after phrases like <i>I think / We believe / I am sure / He assumes</i> or with the indicators <i>perhaps, probably, maybe, most likely, unlikely, etc.</i>	She <u>will probably obtain</u> a credit. <i>I think</i> the project <u>will be</u> a success.
2	an inevitable action which does not depend on anyone's plans, arrangements, etc.	She <u>will give</u> birth to a baby after Christmas. Spring <u>will come</u> soon. Next year I <u>will be</u> 20.
3	an instant decision	<i>It's cold in here.</i> I'll <u>turn on</u> the heating. I'll <u>have</u> the ham salad, please. I know! I'll <u>ask</u> for a pay rise tomorrow.
4	promises, hopes, fears, threats, warnings, invitations	I'll <u>remain</u> loyal to this brand all my life. (promise) <i>I promise</i> I <u>won't let</u> you down again. (promise) <i>I hope</i> his present position in the company <u>will improve</u> . (hope) I'll <u>pay</u> you back next week. (promise) <u>Will</u> you <u>come</u> to lunch? (invitation) If you eat too much of that curry, you <u>will get</u> a stomachache. (warning)
5	an offer, suggestion In this case only <i>shall</i> is used!	<u>Shall</u> I <u>pack up</u> your shopping for you? (offer) <u>Shall</u> we all <u>go out</u> together? – Good idea. (suggestion)
6	request In this case only <i>will</i> is used!	<u>Will</u> you <u>help</u> me with this?
7	refusal	I <u>won't do</u> this!
8	an action which will be taking place at a definite future moment or during a certain period of time in the future with state / stative verbs (instead of Future Continuous)	I <u>will want</u> to buy a Porsche <i>at the moment</i> I see it. I <u>won't recognize</u> you <i>at this time tomorrow</i> .
9	to provide details after giving arrangements, plans, intentions	<i>We are all going to have a meal.</i> There'll <u>be</u> about ten of us. – Oh, that'll <u>be</u> nice.
10	a simple future fact, or a sequence of such facts, or a regular action in the future. Yet in all these cases Future Simple looks like some of the cases above – predictions, promises, instant decisions, etc.	The governmental program if implemented <u>will entail</u> a slump in agricultural prices.(looks like a <i>prediction</i>) First I'll <u>refresh</u> your memories as to the background of the project, then I'll <u>give</u> a broad outline of what we've achieved so far and finally I'll <u>try</u> to give an indication of what our priorities will be over the next few months. (looks like a <i>promise</i>) I'll <u>come</u> home early, <u>rest</u> from five till six and then <u>work</u> the whole evening.(looks like a <i>promise</i>)

		The conference <u>will take</u> place next month. (looks like a <i>timetable</i>) = The conference takes place next month. (timetable)
Future Continuous		
1	an action which will be taking place at a definite future moment or during a certain period of time in the future	<i>At this time tomorrow</i> I <u>ll be showing</u> the foreign visitors round the office and the factory. I hope that <i>during our holidays</i> we <u>ll be skating</u> on the ice and skiing in the woods.
2	actions which are the result of a regular routine, which doesn't need any special arrangement	I <u>ll be seeing</u> John tomorrow at the café, as usual. I <u>ll be discussing</u> the issues at the meeting tomorrow, as we normally do. I <u>ll be working</u> tomorrow till 6 p.m.
3	a future action planned or arranged by the doer of the action	We <u>will be cleaning</u> the house tomorrow. (Мы <u>будем убирать</u> ...) = We are cleaning the house tomorrow. (Мы убираем ...) = We are going to clean the house tomorrow. (Мы собираемся убирать ...)
4	to ask politely about people's arrangements to see if they can do something for you	<u>Will</u> you <u>be driving</u> into town this afternoon? Can you give me a lift?

Future Perfect		
1	<p>an action completed before</p> <ul style="list-style-type: none"> - a definite moment in the future (introduced by the preposition <i>by</i>; <i>(not) ... till / until</i>), - another action (which is in the Present Simple and is introduced by the conjunctions <i>when / before / by the moment / by the time / as soon as / once, etc</i>) <p>The indicators: <i>already, just, yet, It will be the 1st (the 2nd) time, etc.</i></p>	<p>The partners <u>will have agreed</u> upon the price <i>by the end</i> of the negotiations.</p> <p>The partners <u>won't have agreed</u> upon the price <i>till</i> the end of the negotiations.</p> <p>The partners <u>will have agreed</u> upon the price <i>before / when / by the moment</i> they sign the contract.</p>
2	<p>an action which will begin before a certain moment in the future, will continue up to this moment and will be still going on at this moment or will have just finished by this moment (<i>instead of the Future Perfect Continuous tense form</i>) with</p> <ul style="list-style-type: none"> - state / stative verbs - with more permanent actions and / or longer duration 	<p>They <u>will have been</u> friends <i>for 20 years by this time next year</i>.</p> <p>He <u>won't have spoken</u> English <i>for 10 years by the moment</i> he goes on business to the UK.</p> <p>When I see Tom next time, he <u>will have worked</u> for this company <i>for thirty years already</i>.</p> <p>But: When I see Tom next time, he <u>will have been working</u> there only <i>for a week</i>.</p>
Future Perfect Continuous		
	<p>an action which will begin before a certain moment in the future, will continue up to this moment and will be still going on at this moment or will have just finished by this moment.</p>	<p>We are looking forward to the moment when you <u>will have been working</u> at the factory <i>for a year already</i> to celebrate it.</p> <p><i>By November / by the time</i> you come, he <u>will have been applying</u> for a job <i>for three months already</i>.</p>

CONSTRUCTIONS

1	<p>to be going to do something = future plans</p> <p>The structure is used in:</p> <ul style="list-style-type: none"> - <i>the Present Continuous</i> - <i>the Past Continuous</i> (the future indicator – the action was possibly conducted; the past indicator or no indicator– the action was planned but was never conducted) 	<p>I <u>am going to start</u> a new business project <i>this month</i>.</p> <p>I <u>was going to start</u> a new business project <i>that month / the following year</i>. (<i>planned, possible done</i>)</p> <p>They <u>were going to get</u> married but then changed their minds. (<i>planned but not done</i>)</p>
2	<p>to be to = a future action based on previous arrangement, contract, obligation, formal announcement, etc.</p> <p>The structure is used in:</p> <ul style="list-style-type: none"> - <i>the Present Simple</i> (to speak about future actions based on previous arrangements) - <i>the Past Simple</i> (to speak about future actions in the past which were possibly conducted. To show the action was not conducted, a perfect infinitive is used) 	<p>The Queen <u>is to visit</u> Portugal in November.</p> <p>The Queen <u>was to visit</u> Portugal in November.</p> <p>I <u>was to submit</u> the report the following day.</p> <p>But: I <u>was to have submitted</u> the report the following day.</p>
3	<p>to be due to do = formal arrangements</p> <p>The structure is most often used in:</p> <ul style="list-style-type: none"> - <i>the Present Simple</i> (to speak about obligations for the future now) - <i>the Past Simple</i> (to speak about obligations for the future in the past) 	<p>I <u>am due to conduct</u> such meetings on a daily basis. This is in the scope of my responsibilities.</p> <p>I <u>was due to submit</u> the report yesterday.</p>
4	<p>to be going to do something = to make a prediction about the near future with 100% assurance based on the circumstances.</p>	

	<p>The structure is used in:</p> <p>- <i>the Present Continuous</i></p> <p>- <i>the Past Continuous</i></p>	<p><i>He has run about 5 miles. He is so tired. He <u>is going to faint</u>.</i></p> <p><i>We have a highly-qualified team. I believe, the project <u>is going to be</u> exceptionally successful.</i></p> <p><i>He had run about 5 miles. He was so tired. He <u>was going to faint</u>.</i></p> <p><i>That bag wasn't very strong. It <u>was going to break</u>.</i></p>
5	<p>to be about to do something = to be on the point / verge of doing something = a future action on the verge of happening</p> <p>The structure is most often used in:</p> <p>- <i>the Present Simple</i> (to speak about a very near future now)</p> <p>- <i>the Past Simple</i> (to speak about a very near future in the past)</p>	<p><i>He has run about 5 miles. He is so tired. He <u>is about to faint</u>.</i></p> <p><i>He had run about 5 miles. He was so tired. He <u>was about to faint</u>.</i></p> <p><i>That bag wasn't very strong. It <u>was about to break</u>.</i></p>
6	<p>used to do = a regular action that a person did in the past but does not do any more now</p> <p>The structure is used in the Past Simple.</p>	<p>I <u>used to work</u> with those technologies a lot of years ago.</p> <p>There <u>used to be</u> more projects like this in the company before.</p> <p>I <u>used to like</u> such food when I was younger.</p>
7	<p>will do / won't do = a persistent action at present</p> <p>The structure can't be used to denote states.</p>	<p>The door <u>will not open</u>. - Дверь никак не открывается.</p> <p>The orange <u>won't peel</u>. - Апельсин никак не очистить.</p> <p>I regularly enquire about the current situation but she <u>will keep</u> silent.</p>
8	<p>would do / wouldn't do = a persistent action in the past</p> <p>The structure can't be used to denote states.</p>	<p>The engine <u>wouldn't start</u>. - Мотор никак не заводился.</p> <p>The wound <u>wouldn't heal</u>. - Рана никак не заживала.</p> <p>When I was younger I <u>would go</u> jogging every evening.</p>