

Present perfect and past simple

GRAMMAR

LEVEL
Intermediate

NUMBER
EN_BE_2433G

LANGUAGE
English

lingoda





Goals

- Can construct the present perfect and some irregular past participles.
- Can form and contrast the past simple and the present perfect.







Preview and warm-up

In this lesson you are going to **review** how to use the **present perfect** and the **past simple** and you are going to **practise** when to use these tenses.



I **have lived** in Tokyo **since** 2017.



The present perfect

- The **present perfect** is used to talk about **actions** which **started** in the **past** and **continue** into the **present**.
- It is also used to talk about **actions** which happened at an **unspecified time** in the **past**.
 - Look at these examples:

I have read Harry Potter.

I have eaten snails.

Joe has met David Attenborough.

She has always lived in Dubai.

They have never worked abroad.





The present perfect

- The **present perfect** is formed by:
- **Subject + *have/has* + past participle.**
- Remember that some **past participles** are **irregular**, like the ones below:

subject	have/has	past participle	
I	have	read	Harry Potter.
I	have	eaten	snails.
Joe	has	met	David Attenborough.



Ever and never

We often use **ever** and **never** with the **present perfect**.

- **Ever** is used in **questions**
- **Never** is often used in **negative** sentences

Ever	Never
Have you ever worked in France?	No, I have never worked in France.
Has Hayley ever learnt Russian?	No, Hayley has never learnt Russian.
Have they ever met the CEO?	No, they have never met him.



For and since

- ***For*** and ***since*** are both often used with the **present perfect**.
- Look at these examples:

■ I have worked for Chanel **for** 5 years.

■ I have worked for Chanel **since** 2014.



Remember, ***for*** talks about **how long** something happens. ***Since*** talks about when something **started**.



Yet and *already*

Yet and *already* are often used with the **present perfect**.

- We use *yet* to talk about something that will happen in the **future**.
- We use *already* to talk about something that happened **earlier** or **early**.

Yet

- Pete hasn't had lunch **yet**.
- I haven't met my boss **yet**.

Already

- Pete has **already** had lunch.
- I have **already** finished that report.



Fill in the gaps

Choose the correct word to go in the gap.

1. Have you _____ met the CEO of the company?
2. I have _____ finished the presentation – it's ready.
3. Have you written that report _____?
4. I have worked for Apple _____ 2010.
5. I have _____ started work before 8am.
6. Julia has worked for EcoGreen _____ 5 years.

already

for

ever

never

since

yet



Put the words in order to make questions

1. worked ever abroad? you have

→ Have you ever worked abroad?

2. the met you CEO company?
have your of



3. ever before have started 7am?
work you



4. for have company more for you
worked ever a 5 years? than



5. Spanish? have ever you learnt





Speaking

Ask your classmates the questions on the previous page. Try to think of two more questions you can ask with the present perfect.





The past simple

- We use the **past simple** to talk about events or actions which happened in the **past** and which are **finished**.
- Look at these examples:

I worked in Rome.

I started work at 8am.

She saw the Empire State Building.

We talked to our manager.





Irregular past tense verbs



- There are lots of **irregular past tense verbs**. You saw some on the previous page.
- Here are some more **common** ones:

Present	Past
drive	drove
take	took
know	knew
meet	met



I **drove** to work today.



Examples

- Here are some examples of **irregular past tense** verbs:



I **took** the bus to work yesterday.

James **knew** his manager from university.





Fill in the gaps

Fill in the gap with the past tense form of these irregular verbs.

drive

take

meet

be

know

1. I _____ my new team yesterday.
2. Gary _____ the train to work last week.
3. Klara _____ excited about starting her new job.
4. My manager _____ me to the meeting.
5. I _____ my new job would be hard work.





Writing questions

Write four questions in the past tense to ask one of your classmates or your teacher.

What job did you want when you were a child?

What did you study at university?



A notebook page with horizontal lines for writing.



Speaking

Now ask and answer the questions on the previous page. Make sure to ask for more details from your partner.





The present perfect and the past simple

- The **present perfect** and the **past simple** are used in different ways.
- Look at the following pages to learn some of the rules.



He **has lived** in five different countries. Last year he **moved** to Japan!



Finished and unfinished time periods

- We use the **past simple** to talk about **time periods** which are **finished**.
- We use the **present perfect** to talk about **time periods** which are not **finished**.
 - Look at these examples:

Past simple	Present perfect
I lived in Berlin ten years ago.	I have lived in Berlin all my life.
I worked at McDonald's when I was a student.	I have worked for Microsoft for 5 years.



Definite and indefinite time periods

- We use the **past simple** to talk about things which happened at a **definite time** in the **past**.
- We use the **present perfect** to talk about things **without** mentioning a **specific** time.
- Look at the examples below:

Past simple	Present perfect
I finished the report yesterday.	I have finished the report.
I spoke to the marketing manager last week.	I have spoken to the marketing manager several times.
Steve left the office at 5pm.	Steve has left the office.





Telling a story vs. a present result

- When we are **telling a story** which happened entirely in the **past** we use the **past simple**.
- When we are **telling a story** which has a **result** or a **consequence** in the **present**, we use the **present perfect**.

Past simple	Present perfect
I lost my mobile phone.	I have lost my mobile phone so please email me.
I fired Tom.	I have fired Tom so Alice is managing the project now.
I ate lunch.	I have eaten lunch so I'm not hungry right now.



Fill in the gaps

Choose the correct form of the verb to fill in the gap.

1. I _____ (go) to work at 8am yesterday morning.
2. I _____ (work) in Paris for 10 years.
3. Harry _____ (lose) his keys. Can you drive him to his next meeting?
4. They _____ (meet) their boss last week.
5. Heidi _____ (manage) lots of projects working at BMW.





Dialogue

Fill in the gaps in this dialogue then practise it with a partner.



How long _____ you _____ (work) for Bottle Green?

I _____ (work) for Bottle Green _____ 4 years. I
_____ (start) working there after university.



When _____ you _____ (get) your current position?

I _____ (be) promoted 2 years ago but I _____ (work) in the
same team _____ I started here.





Read this email example

To: mrsmith@mynewjob.com

Subject: About me

Dear Mr Smith,

I'm just writing to tell you a bit about myself before we start working together.

I **have worked** in marketing for 7 years. I **studied** business and marketing at university and I **worked** for a large international company when I **left** college. I **have worked** for my current company for 3 years and I **have managed** a small team for a year. Our CEO is always travelling and I **have never met** him but the team in my office is wonderful. I **have already completed** some advanced courses in marketing and social media advertising.

I hope to hear from you soon,

Best, Linda



Email writing

You are going to write a short email about your work history here. Use the example on the previous page to help you. Try to use the past simple and present perfect as much as you can.

— □ ×

To: My new colleague

Subject: About me

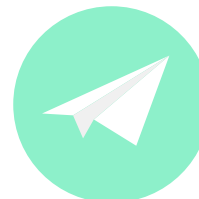


Reflect on the goals

Go back to the second slide of the lesson and check if you have achieved all the goals of the lesson.

yes

no





Reflect on this lesson

Think about everything you have seen in this lesson.
What were the most difficult activities or words? The easiest?



If you have time, go over
the most difficult slides again



Answer key

Exercise p. 24

have worked, have worked, for, started, did get, was, have worked, since

Exercise p. 23

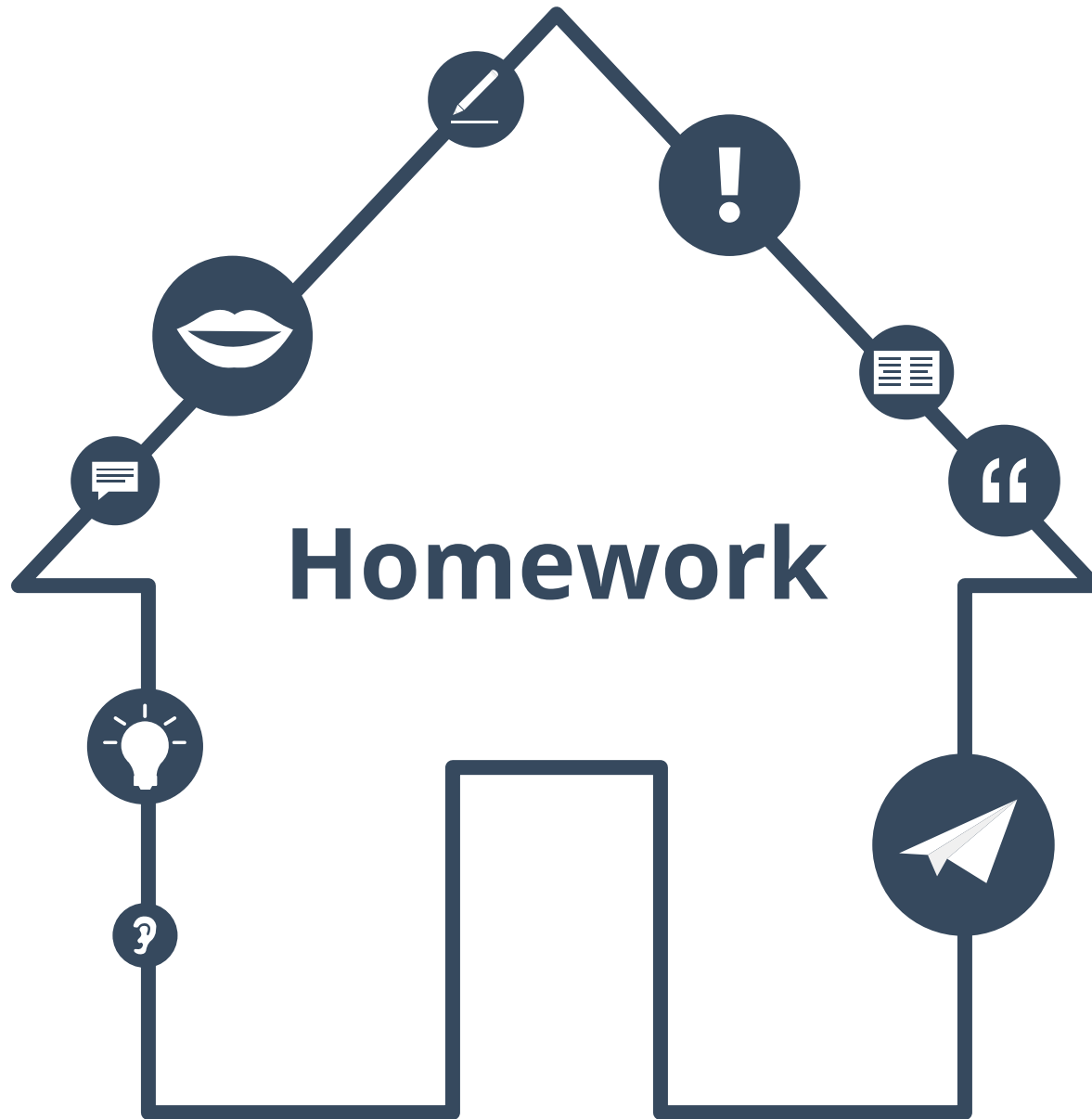
1. went, 2. have worked, 3. has lost, 4. met, 5. has managed

Exercise p. 11

2. Have you ever met the CEO of your company? 3. Have you ever started work before 7am? 4. Have you ever worked for a company for more than 5 years? 5. Have you ever learnt Spanish?

Exercise p. 10

1. ever, 2. already, 3. yet, 4. since, 5. never, 6. for





Fill in the gaps with the correct word or form of the verb

1. I _____ work at 5pm yesterday.
2. She has _____ worked for a large company.
3. I _____ my keys – I can't leave work until I find them.
4. Have you _____ spoken to your manager about getting a promotion?
5. I'm hungry because I haven't had my lunch break _____.
6. I _____ in London for 2 years.

live

ever

never

finish

lose

yet



Complete the sentences

Complete the sentences so they are true for you.

1. I have worked for my current company...

2. I worked for my previous company for...

3. At university I studied...

4. I have known my boss...



Homework answer key

Exercise p. 31

1. finished, 2. never, 3. have lost, 4. ever, 5. yet, 6. have lived



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