

Present continuous for future arrangements

GRAMMAR

LEVEL
Lower-intermediate

NUMBER
EN_BE_2327G

LANGUAGE
English

lingoda





Goals

- Can construct the present continuous to talk about future fixed arrangements.
- Can determine when to use 'will' and 'going to' when talking about the future.







Preview and warm-up

In this lesson you will learn how to use the **present continuous** to talk about **future arrangements**.



They are meeting tomorrow at 11am.



Review: the future with *will*

- Remember, we use the future to talk about things that **have not happened yet**.
 - Sometimes you know the **specific** time in the future.
 - For example: *tomorrow, next week, next year*.
- We form the simple future using **will + infinitive without to**.

- Let's review some examples of the simple future:
- Why do we use this tense in each case?

- **I will call** to check on my application next week.
- **Will you accept** the job offer?
- **She will transfer** to another office.
- **Will we get** a new manager?
- **They will hire** one more team member.



Complete the sentences

Use the words below to create your own complete sentences using the future with *will*

1. Franco / apply / job

2. Elise / schedule / meeting / next week

3. Mariana / interview / candidates

4. I / learn / a new skill

5. You / start / training

6. Antonio / complete / paperwork

7. We / finish / ? / today

8. You / ? / in/ tomorrow / be /



Name something...

you will do at work
tomorrow

your boss will ask you
today

you will want to do at
the weekend

you will eat for lunch



At work

Your boss has asked you to complete some tasks before the end of the month. Use the pictures below to tell what you will do this month. Remember to use *will* in your response!





Review: the future with *going to*

- We can also use the expression *going to* to express that something will happen in the future.
 - Remember to ask a question you change the order of the subject and *to be*.
 - Example: **Are you** going to work from home today?

Subject + <i>to be</i>	<i>going to</i>	infinitive without <i>to</i>
I am	going to	infinitive without <i>to</i>
You are		
He/she/it is		
We are		
They are		



Change the sentences to use *going to*

1. I will call you.

→ I am going to call you.

2. Will he take the train?

→ _____ take the train?

3. Will they finish the report?

→ _____ finish the report?

4. We will work Saturday.

→ _____ work Saturday.

5. Will we work on Sunday?

→ _____ work on Sunday?

6. Will you have lunch at noon?

→ _____ lunch at noon?

7. The client will arrive later.

→ The client _____ later.

8. The office will close for the holiday.

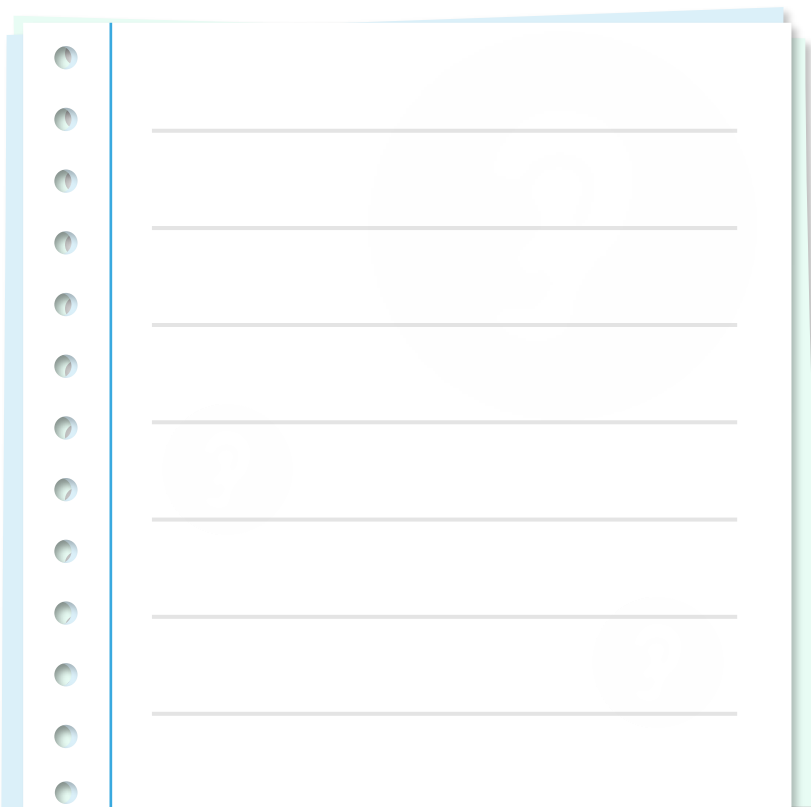
→ The office _____ close for the holiday.



What are we going to do?

Listen to your teacher read about a manager planning a project.

Make notes on what they say



Listen carefully!



a
c b





Listen again and answer true or false

	TRUE	FALSE
1. The manager will complete the project alone.	<input type="checkbox"/>	<input type="checkbox"/>
2. The manager is not going to ask colleagues from another team to join.	<input type="checkbox"/>	<input type="checkbox"/>
3. The project will be completed early if two more colleagues help.	<input type="checkbox"/>	<input type="checkbox"/>
4. The project is going to be late.	<input type="checkbox"/>	<input type="checkbox"/>
5. The manager is going to call colleagues on the phone to ask for help.	<input type="checkbox"/>	<input type="checkbox"/>
6. The manager will send an email next week to ask for help.	<input type="checkbox"/>	<input type="checkbox"/>



Tell a partner...

what you are going to
do after work

where you are going
to go on holiday this
year

when you are going to
see your boss next

how you are going to
spend the weekend



Review: present continuous

- We use the present continuous to talk about something that **is happening** now.
- We form the present continuous by using *to be* (in the present) + *-ing form* of the verb.

I am	I am driving to the office
You are	Are you going to the company retreat?
He/she/it is	It is raining .
We are	We are leading the meeting.
They are	They are making coffee.



The present continuous to talk about the future

- The present continuous can also be used to talk about the future.
- When we use the present continuous to talk about something that will happen in the future, it is usually **planned**.
 - This suggests that we have done something to guarantee it will happen.

I'm starting a new job tomorrow...	→	...because I accepted the offer.
We are leaving for vacation...	→	...because we bought a trip.
They are leaving early ...	→	...because they finished their work.



What is the difference?

- The difference between using the present continuous and using *will* or *going to* is that the present continuous often suggests a **fixed arrangement**.
- *Will* is usually used to make predictions or give information about the future.
- *Going to* is usually used to express intentions or decisions.

It <i>will</i> be difficult	a prediction
I am <i>going to</i> quit	an intention
I'm starting my new job tomorrow	an arrangement





Match

Match each arrangement below with the reason why

1. I'm flying tomorrow because...

a. The current building is too old.

2. We're interviewing candidates this week because...

b. You scheduled an appointment.

3. They are moving to a different building because...

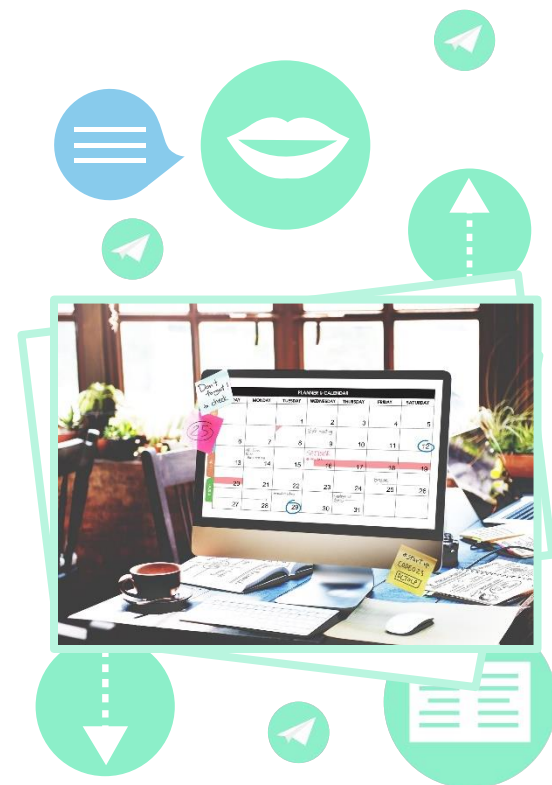
c. He saw he had a meeting.

4. You are meeting with the client because...

d. I bought a plane ticket.

5. He is eating lunch at that time because...

e. We scheduled interviews.





Transform the sentences into present continuous

1. The shop is going to open on Saturday.

→ The shop is opening on Saturday.

2. We will call the client tomorrow.

→ _____

3. You are going to speak at the event.

→ _____

4. He is going to send the budget.

→ _____

5. I am not going to attend the meeting.

→ _____



The application process

**Your friend is telling you about the steps in the job application process.
Use the words below to describe the things he is doing in the process.
Try to use the present continuous**

send CV and
cover letter

schedule

prepare

accept



Writing

- □ ×

To: You

Subject: Lunch!

Hey!

Have you decided about lunch? When and where are we meeting?

I need to know details asap!

Let me know,
Susie

Write a short reply to Susie's email to confirm the arrangements for your lunch. Be sure to use the correct tense!



What are you doing?

Use the prompts below to talk about what you have planned at work or school



Tomorrow I am...

By the end of this week/month I am going to...

In 5 years I will...



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

p.17
1. D
2. E
3. A
4. B
5. C

p.12
1. F
2. F
3. T
4. F
5. F
6. F



Transcription

Listening, p11

I need to finish this project by the end of next week. I will not have enough time to do the project by myself. My team will help. I am also going to ask some colleagues from another team to join us. We will complete the project early if two more colleagues join. I will send an email now so my colleagues will have time to respond. This project is going to be great!





Match the items to make complete sentences

1. We're going to the holiday fair...

a. ...because it will be delivered then.

2. You are buying a gift for your colleague...

b. ...because it is her birthday.

3. We're getting the mail later...

c. ...because we bought tickets.

4. They are reviewing the designs next week...

d. ...because I scheduled a phone call.

5. I'm contacting the client...

e. ...because her boss asked her to.

6. She's making coffee...

f. ...when the artist has finished drawing them.

7. He is answering the phone...

g. ...while the receptionist is away.



Writing

Make a list of the tasks you *are doing* next week.

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Homework answer key

1-C; 2-B; 3-A; 4-F; 5-D; 6-E; 7-G



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