

UNIT 1

Present Forms

Present Simple

FORM

I / You **work**. — He / She / It **works**.
 Do you **work**? — Does he **work**? Yes, I **do**./No, he **doesn't**.
 I **do not (don't) work**. — He **does not (doesn't) work**.

Use

The **present simple** is used:

- ◆ for permanent states, repeated actions and daily routines.

*He **works** at a hotel.*
 (permanent state)
*He **lays** the tables and **serves** dinner every day.*
 (daily routine/repeated actions)



- ◆ for general truths and laws of nature.

*It **rarely rains** in the desert.*



- ◆ for timetables (trains, planes, etc.) and programmes.

*The plane to London **takes off** at 6:50 am.*



- ◆ for sports commentaries, reviews and narration.

- Hill **kicks** the ball and **passes** it to Dawson.*
 (sports commentary)
- Laura Hunt **acts** superbly in the film.*
 (review)
- So, the prince **tells** her ...* (narration)



The **present simple** is used with the following **time expressions**: *always, usually, etc., every day/week/month/year, etc., on Mondays/Tuesdays, etc., in the morning/afternoon/evening, at night/the weekend, etc.*

Present Continuous

FORM

I **am ('m)** / You **are ('re)** / He **is ('s)** **working**.
 Are you / Is he **working**? Yes, I **am**./No, he **isn't**.
 I **am ('m) not** / He **is not (isn't)** / They **are not (aren't)** **working**.

The **present continuous** is used:

- ◆ for actions taking place now, at the moment of speaking, or for temporary actions; that is actions that are going on around now, but not at the actual moment of speaking.

*Helen **is working** hard these days. Right now she's **reading** a newspaper.*
 (She is not working at the moment of speaking.)



- ◆ with *always* when we want to express our irritation at actions which happen too often.

*You're **always forgetting** to pay the bills.*



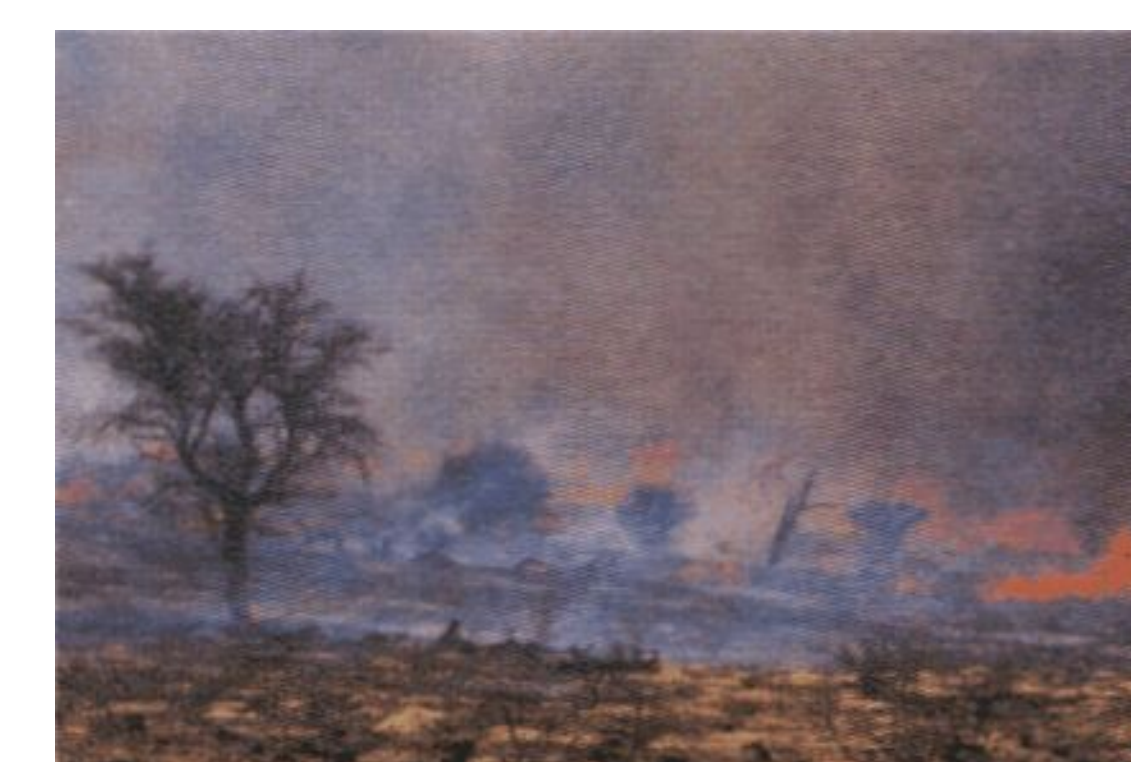
- ◆ for actions that we have already arranged to do in the near future, especially when the time and place have been decided.

*Melanie **is getting** married at 3 this afternoon.*
 (The time and the place for the wedding ceremony have been decided.)



- ◆ for changing or developing situations.

*More and more forests **are disappearing** because of fires.*



The **present continuous** is used with the following **time expressions**: *now, at the moment, these days, at present, tonight, nowadays, still, etc.*

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- 1** Look at Appendix 1 and put the following verbs into the correct box in the 3rd person singular.

scratch, say, try, set, play, do, stop, miss, stay, fry, drive, fix, cry, freeze, teach, pray, crash, fly, type

+s	sets
ss, sh, ch, x, o, + es	scratches
vowel + y + s	says
consonant + y → ies	tries

- 2** Look at Appendix 1, add -ing to the following verbs and put them into the correct box.

draw, lie, dive, put, drink, run, tie, write, type, throw, die, apply, cancel, sit

+ ing	drawing
y → y + ing	lying
e → ing	diving
double consonant + ing	putting


- 3** Expand the following into sentences in order to make true statements with doesn't or don't where necessary.

- water / boil / at 100°C
Water boils at 100°C.
- rice / grow / on trees
Rice doesn't grow on trees.
- chicks / hatch / from eggs
- kangaroos / live / in Spain
- plants / need / water to grow
- rain / fall / from clouds
- astronauts / travel / in submarines
- cows / lay / eggs
- pandas / live / in Italy
- elephants / eat / meat
- fish / walk / on land
- the sun / set / in the east
- bees / give milk
- caterpillars / turn / into butterflies
- wool / come / from sheep

- 4** How is our world changing? Look at the pictures and the prompts and make sentences using the present continuous.


e.g. *More people are recycling rubbish nowadays.*

1




more people / recycle / rubbish nowadays

2



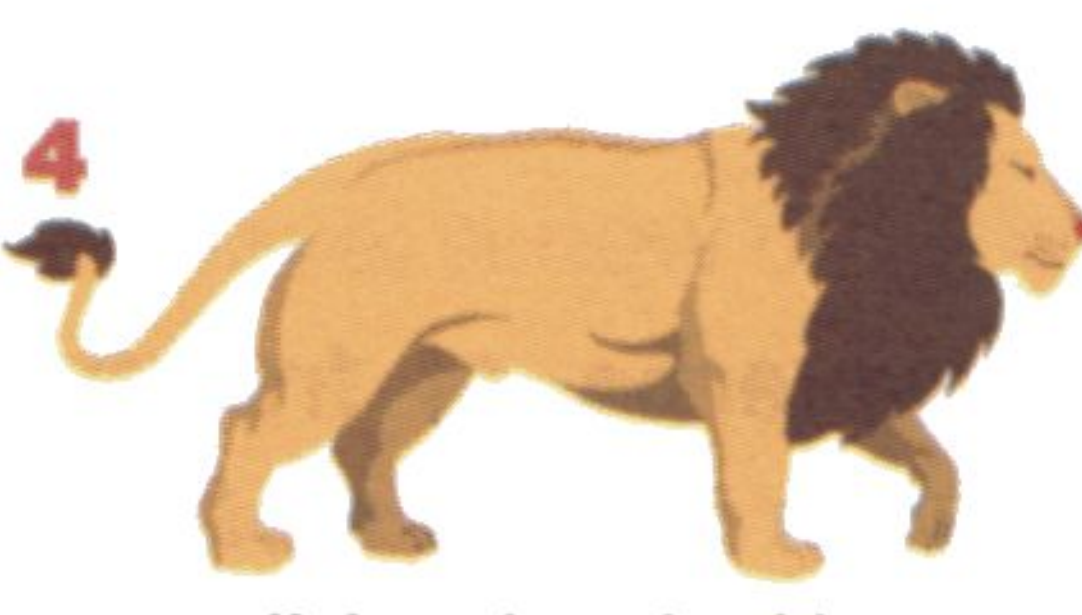
the climate / get / warmer every year

3



more young people / buy / cars nowadays

4



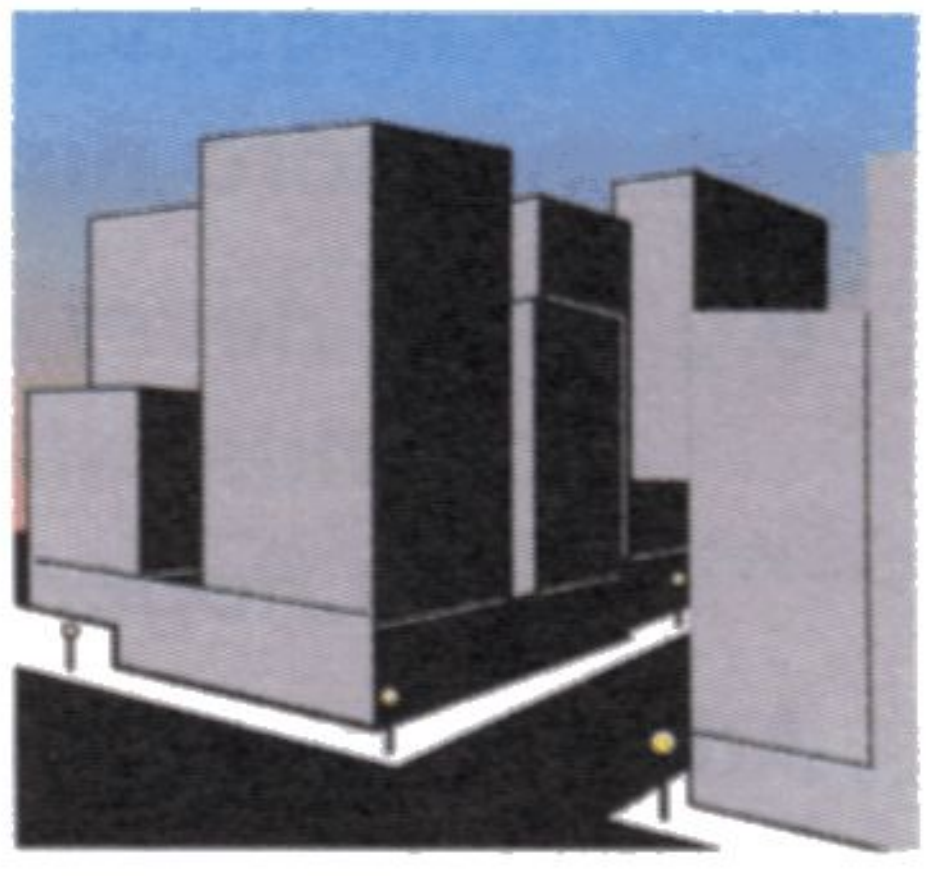
more wild animals / become / extinct these days

5



computers / become / faster every year

6



cities / grow / bigger every year

- 5** Read the following extracts and put the verbs in brackets into the present simple or the present continuous. Then, say what use of these tenses each extract shows.

A These days, it seems everything 1) *...is changing...* (change). Cities 2) (become) bigger and busier every year, technology 3) (develop) faster than ever before, and scientists 4) (learn) more about the way things work.

B Water 1) (boil) at 100°C and 2) (freeze) when the temperature 3) (drop) below 0°C. Salt water 4) (be) different, however.

C This film 1) (be) great! It 2) (have) an all-star cast and the script 3) (be) very funny. The action 4) (begin) when two young men 5) (try) to rob a bank....

D ... Rogers 1) (kick) the ball and 2) (pass) it to Jones. Jones 3) (run) down the pitch. He 4) (pass) the ball to Smith who 5) (shoot) and 6) (score)!

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Adverbs of Frequency

- ◆ The present simple is often used with adverbs of frequency (always, usually, often, sometimes, seldom/rarely, never, etc.) to show how often something happens. The adverbs of frequency answer the question **How often...?**

e.g. How often do you go to bed early?
I **always/ usually** go to bed early.

100%	75%	50%	25%	10%	0%
always	usually	often	sometimes	rarely/ seldom	never

- ◆ Adverbs of frequency come before the main verb (listen, watch, etc.), but after the verb to be and auxiliary or modal verbs, such as do, can, must, etc. The adverbs **rarely, seldom** and **never** have a negative meaning and are never used with the word **not**.

e.g. Emily **never watches** horror films.
You **must always** behave yourself at school.
Does Roger often call you during the week?

Adverbs of frequency always go before the auxiliary verb in short answers.

e.g. Do you buy expensive clothes? No, I **never do**.

6

In pairs, ask and answer questions using the prompts below, as in the example.

SA: Do you often go to the cinema?

SB: Yes, I do. I usually go to the cinema at the weekend.

- | | |
|--------------------|-----------------------|
| 1 go to the cinema | 4 listen to the radio |
| 2 buy magazines | 5 phone your friends |
| 3 watch quiz shows | 6 play computer games |

7

Put the adverbs of frequency in the correct position.


- A: Do you often go to parties, Keith?
B: Yes, I go to parties at the weekend. (often)
Yes, I often go to parties at the weekend.
- A: Do you wear sports clothes at work?
B: No, I do. (never)
- A: Jack is late again!
B: I know. He arrives on time. (never)
- A: When do you go shopping?
B: I do my shopping on Fridays. (usually)
- A: Does your boss often ask you to work overtime?
B: No, he does. (seldom)
- A: You should listen to your parents' advice. (always)
B: That's exactly what I do.

8

Read about Celine's daily routine and make sentences, as in the example. Then, talk about your daily routine using adverbs of frequency.

S1: Celine usually wakes up at 7 in the morning.

S2: She always drives to work in the morning.

	morning	evening
	<ul style="list-style-type: none"> usually wake up at 7 always drive to work normally get to work by 9 	<ul style="list-style-type: none"> usually have dinner at 6 often watch TV never go to bed before 11

S1: I always wake up at 7:30 in the morning.

S2: I usually go to school on foot in the morning.

9


Michael McIntosh is a politician. Read the text and put the verbs in brackets into the present simple or the present continuous.


- Michael McIntosh 1) *is* (be) a very busy man.
Every morning, he 2) (leave) home at 8 o'clock, and 3) (go) to his office. He 4) (usually/have) meetings until lunchtime, and in the afternoon, he 5) (often/visit) the people of Madewell. He really 6) (enjoy) talking to people.
At the moment, he and his team 7) (organise) his election campaign. There are elections in June and he 8) (hope) to persuade lots of people to vote for him.
Next month, he 9) (go) to London to meet the Prime Minister. They 10) (have) a meeting to discuss future plans for Madewell.

10

Read the information about the people and make sentences, as in the example.

S1: Alex is a photographer. S2: He works from 9 to 5.

	<ul style="list-style-type: none"> Alex, photographer work from 9 to 5 have lunch at studio work outdoors at the moment fly to Milan on Saturday
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	<ul style="list-style-type: none"> Philip, teacher work from 9 to 6 have lunch at school practise a new play with students at the moment get married next month
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State Verbs

State verbs are verbs which do not normally have continuous tenses because they describe a state rather than an action. These include:

- ◆ **verbs which express likes and dislikes:** *like, love, hate, dislike, enjoy, prefer, etc.*
e.g. Cathy **likes** romantic films.
- ◆ **verbs of perception:** *believe, know, notice, remember, forget, recognise, understand, realise, seem, think, etc.* e.g. I **don't believe** a word he's saying.
- ◆ **verbs of the senses:** *see, hear, feel, taste, look, smell, sound.* We often use **can** or **could** with these verbs when we refer to what we see, hear, etc. at the moment of speaking.
e.g. The soup **tastes** delicious.
John **must be** in the attic. I **can hear** his footsteps.
- ◆ **some other verbs:** *be, contain, fit, include, matter, need, belong, cost, owe, mean, own, appear, want, have (=possess), etc.*
e.g. This book **is** mine. It **belongs** to me.

Some state verbs have continuous tenses, but there is a difference in meaning.

Study the following examples:

- 1) I **think** she's Italian. (=believe)
I'm **thinking about** my holiday. (=am considering)
- 2) The soup **tastes** awful. (=has an awful flavour)
She's **tasting** the soup. (=is testing the flavour of)
- 3) I **can see** an aeroplane in the sky. (=perceive with my eyes)
I'm **seeing** Jill tonight. (=am meeting)
- 4) Susan **looks** tired. (=appears)
Susan **is looking** at some photos. (=is studying)
- 5) The room **smells** of perfume. (=has the smell)
The cat **is smelling** its food. (=is sniffing)
- 6) This towel **feels** soft. (=has a soft texture)
Jill **is feeling** her son's forehead. (=is touching)
- 7) He **is** selfish. (character – permanent state)
He **is being** selfish. (behaviour – temporary situation)
- 8) He **has** a sports car. (=possesses)
He's **having lunch** now. (=is eating – idiom)

Some idioms with **have** include:

have	breakfast / lunch / dinner, etc.
	a bath / shower / swim / party, etc.
	a(n) accident / experience / dream, etc.
	a baby
	difficulty / fun / trouble, etc.

11

Put the verbs in brackets into the present simple or the present continuous.

- 1 A: ...*Do you know*... (you/know) that man over there?
B: Actually, I do. He's Muriel's husband.
- 2 A: Are you doing anything tomorrow evening?
B: Yes. I (see) Jack at nine o'clock.
- 3 A: I (see) you're feeling better.
B: Yes, I am, thank you.
- 4 A: What's that noise?
B: The people next door (have) a party.
- 5 A: Graham (have) a new computer.
B: I know. I've already seen it.
- 6 A: This dress (not/fit) me any more.
B: Why don't you buy a new one?
- 7 A: Your perfume (smell) nice. What is it?
B: It's a new perfume called Sunshine.
- 8 A: What is Jane doing?
B: She (smell) the flowers in the garden.
- 9 A: What (you/look) at?
B: Some photos I took during my holidays. They aren't very good, though.
- 10 A: You (look) very pretty today.
B: Thank you. I've just had my hair cut.
- 11 A: I (think) we're being followed.
B: Don't be silly! It's just your imagination.
- 12 A: Is anything wrong?
B: No. I (just/think) about the party tonight.
- 13 A: This fabric (feel) like silk.
B: It is silk, and it was very expensive.
- 14 A: What are you doing?
B: I (feel) the radiator to see if it's getting warm.
- 15 A: She (be) generous, isn't she?
B: Yes, she has never been a mean person.
- 16 A: He (be) very quiet today, isn't he?
B: Yes, I think he has some problems.
- 17 A: Would you like some cherries?
B: Yes, please. I (love) cherries. They're my favourite fruit.
- 18 A: I'm sorry, but I (not understand) what you mean.
B: Shall I explain it again?
- 19 A: The children are making lots of noise today.
B: I know, but they (have) fun.
- 20 A: This cake (taste) awful.
B: I think I forgot to put the sugar in it!

UNIT 1

Present Forms

Present Perfect

FORM

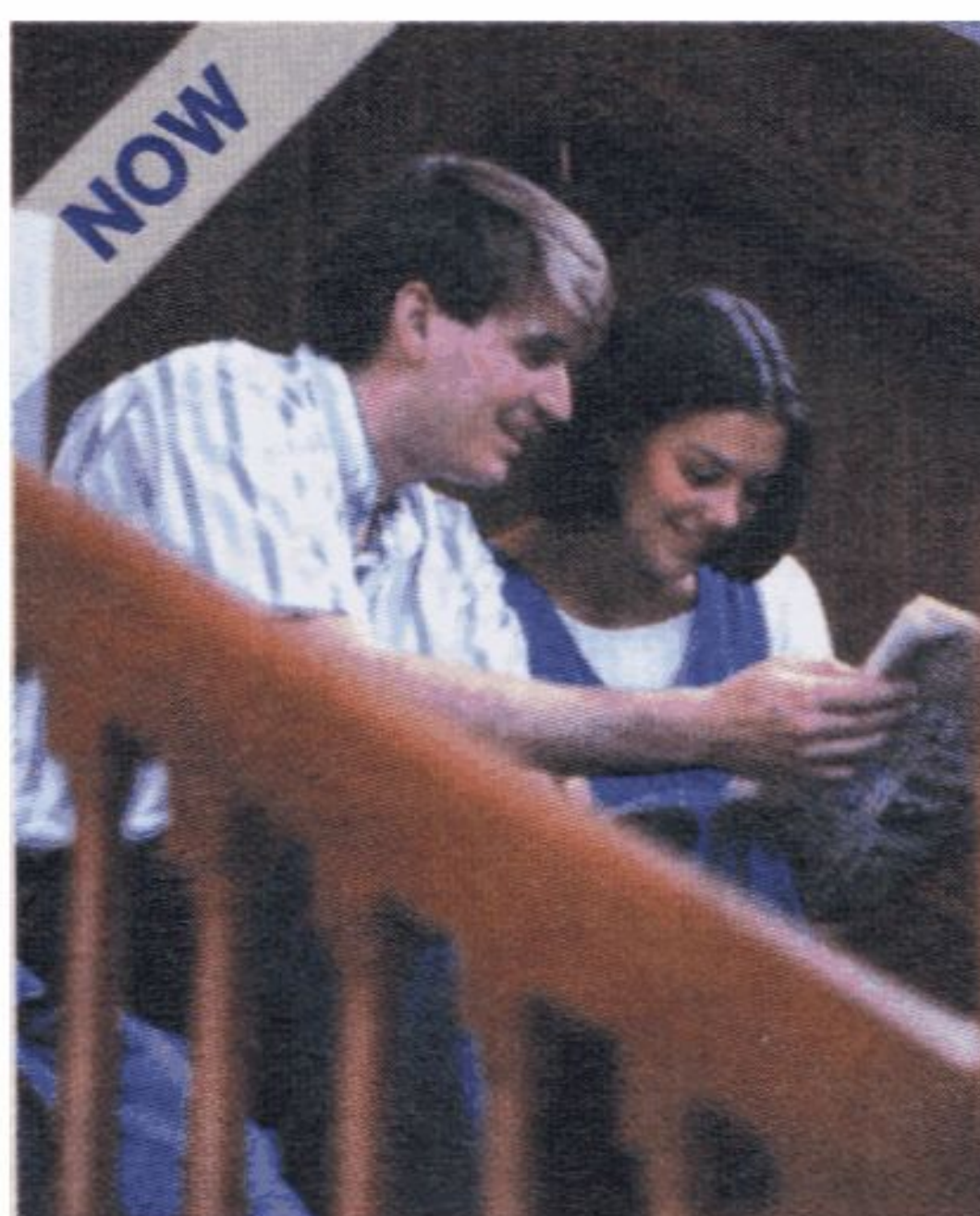
I/You **have ('ve)** left/arrived.
 He/She/It **has ('s)** left/arrived.
Have you left/arrived? Yes, I have./No, I haven't.
 You **have not (haven't)** left/arrived.
 He/She/It **has not (hasn't)** left/arrived.

Use

The present perfect and the present perfect continuous connect the past and the present. That is, they describe actions which started in the past and continue up to the present or actions which were completed in the past but whose results affect the present.

- ◆ The **present perfect** is used to describe an action which started in the past and continues up to the present, especially with **state verbs** such as *have, like, know, be*, etc. In this case, we often use *for* and *since*.

*They **have been** friends **for** twenty years. (They met each other twenty years ago and they are still friends.)*



- ◆ The **present perfect** is also used for an action which has recently finished and whose result is visible in the present.

*She **has picked** a lot of apples. (The apples are in the basket, so the action has finished.)*



Present Perfect Continuous

FORM

I/You **have('ve) been** reading.
 He/She/It **has('s) been** reading.
Have you **been** reading? Yes, I have./No, I haven't.
Has he/she **been** reading?
 You **have not (haven't) been** reading.
 He/She/It **has not (hasn't) been** reading.

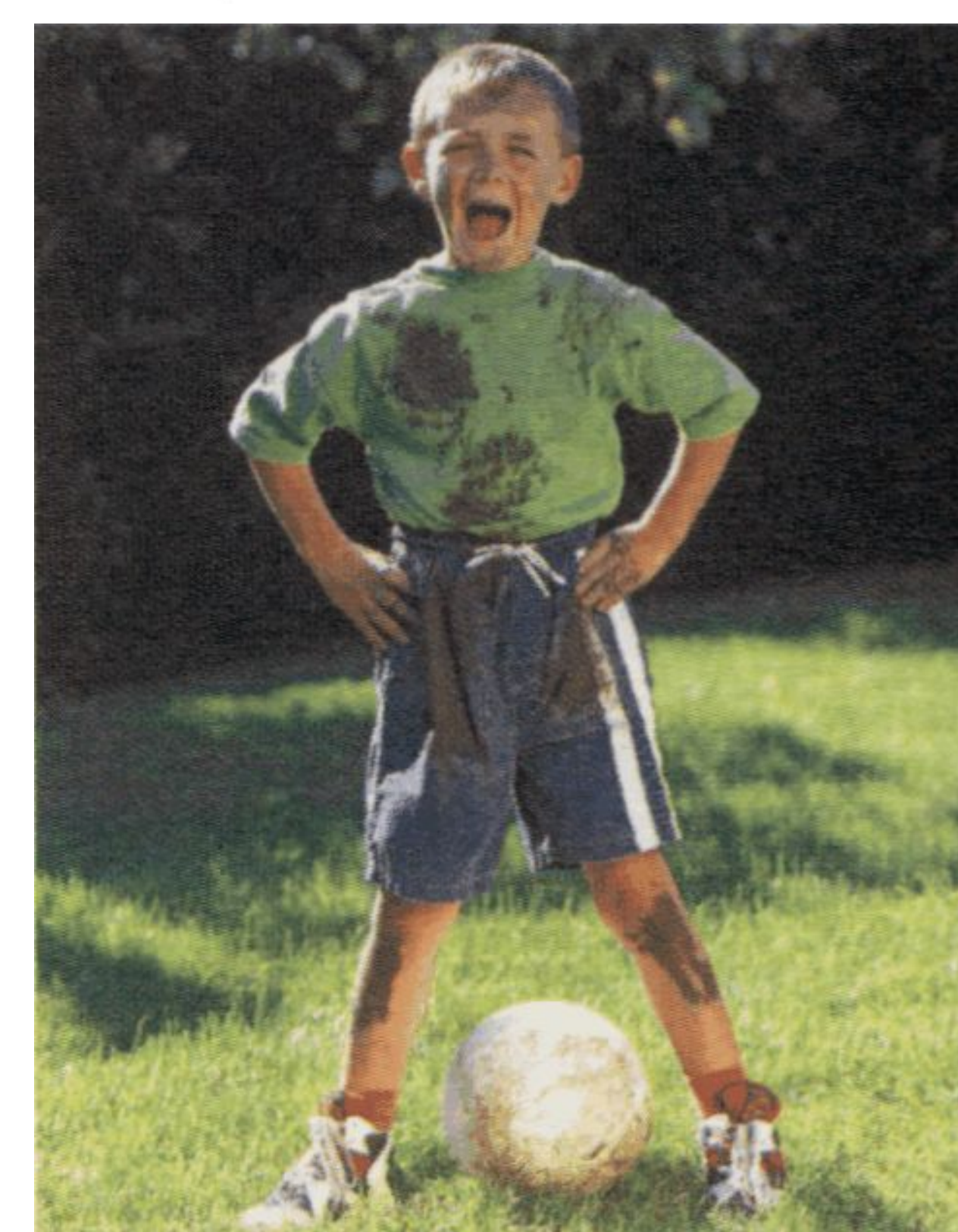
- ◆ The **present perfect continuous** is used to put emphasis on the duration of an action which started in the past and continues up to the present, especially with time expressions such as *for, since, all morning/day/week*, etc.

*Sarah **has been picking** vegetables for two hours. (She started picking vegetables two hours ago and she is still picking them now.)*



- ◆ The **present perfect continuous** is also used for an action which started and finished in the past and lasted for some time. The result of the action is visible in the present.

*He is dirty. He **has been playing** football. (He is no longer playing football, but the fact that his clothes are dirty is visible now.)*



Note: With the verbs *feel* (have a particular emotion), *live*, *work* and *teach* we can use the present perfect or present perfect continuous with no difference in meaning.

*e.g. He **has felt/has been feeling** unwell all morning.*

- ◆ The **present perfect** is used for an action which happened at an unstated time in the past. The exact time is not important, so it is not mentioned. The emphasis is placed on the action.

- a) He **has broken** his arm. (The exact time is not mentioned. What is important is the fact that his arm is broken.)
- b) Peter **has been** to Paris four times. (The exact time of each of his visits is not mentioned. What is important is the fact that he has visited Paris four times.)



- ◆ The **present perfect** is also used for an action which has happened within a specific time period, which is not over at the moment of speaking, such as **today, this morning/afternoon/week/month/year, etc.**

- She **has received** three faxes **this morning**. (The action has been repeated three times up to now and may happen again because the time period - this morning - is not over yet.)
- She **received** three faxes **this morning**. (The time period - this morning - is over. It is now afternoon or evening).



- ◆ The **present perfect continuous** is used to express anger, annoyance or irritation.

- Who **has been reading** my business papers? (The speaker is irritated.)



Both the present perfect and the present perfect continuous are used with the following **time expressions**:

- **how long**
e.g. *How long have you known Jack?*
How long have you been learning English?
- **for** (duration)
e.g. *I have known Jack for five years.*
I have not seen Emily for a long time.
She has been working here for twenty years.
- **since** (starting point)
e.g. *They have been married since last April.*
We have been living here since 1980.
I have not talked to Ann since last Sunday.
- **lately/recently**
e.g. *Have you seen any good films lately/recently?*
She has been going out a lot lately/recently.

The present perfect is usually used with the following **time expressions**:

- **already**
e.g. *We have already seen this film.*
Have you finished already?
- **yet**
e.g. *Has Roger left yet? Simon has not finished yet.*
- **just** e.g. *I have just phoned Jill.*
- **always**
e.g. *She has always loved animals.*
- **ever**
e.g. *Have you ever been abroad?*
- **never**
e.g. *She has never been to France.*
- **so far**
e.g. *I have sent twenty invitations so far.*
What have you done so far?

12 Fill in for or since.

- 1 I have lived in this village **since** I was born.
- 2 It has been raining hours. I wish it would stop.
- 3 My father has been the manager of this firm ten years.

- 4 I moved to York, I have been much happier.
- 5 Have you been waiting a long time?
- 6 I have been waiting for you four o'clock.
- 7 She hasn't bought a new coat three years.
- 8 Karen has been on the phone ages!
- 9 I have known Neil 1994.
- 10 Jane has been my best friend many years.

UNIT 1

Present Forms

13

In pairs, make up short exchanges using the prompts below, as in the example.

SA: *The water is cold. Haven't you turned on the water heater?*

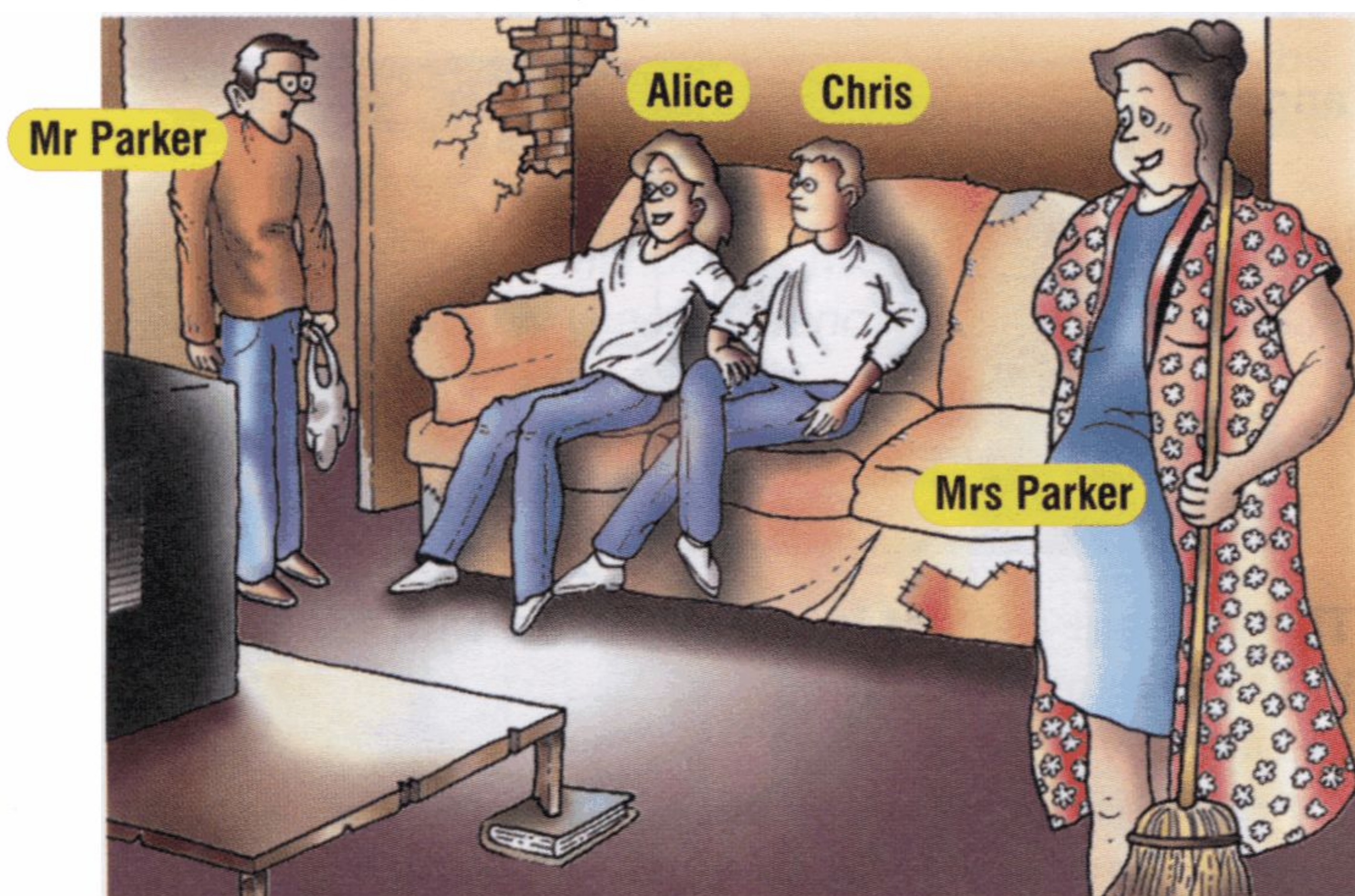
SB: *No, I haven't turned it on.*

- 1 The water is cold. (turn on / the water heater)
- 2 The fridge is empty. (do / the shopping)
- 3 There is no electricity. (pay / the bill)
- 4 It's raining. (bring / your umbrella)
- 5 The cat is hungry. (feed / it)
- 6 The bedroom is a mess. (tidy / it)
- 7 The landlord is on the phone. (pay / the rent)
- 8 I can't see anything. It's dark. (bring / your torch)

14

The Parkers have recently won the lottery. As a result, their life has changed. Look at the pictures and the prompts and describe the changes, as in the example.

e.g. *Mr Parker has put on weight.*



put on weight
take up tennis
hire a butler
lose weight
move to a bigger house

grow a beard
all buy new clothes
join the pony club
buy some nice furniture

15

The people below are on a cruise ship. What have they been doing since 10 o'clock this morning? In pairs, make up exchanges using the prompts below, as in the example.

SA: *Mrs Peters is sunbathing.*

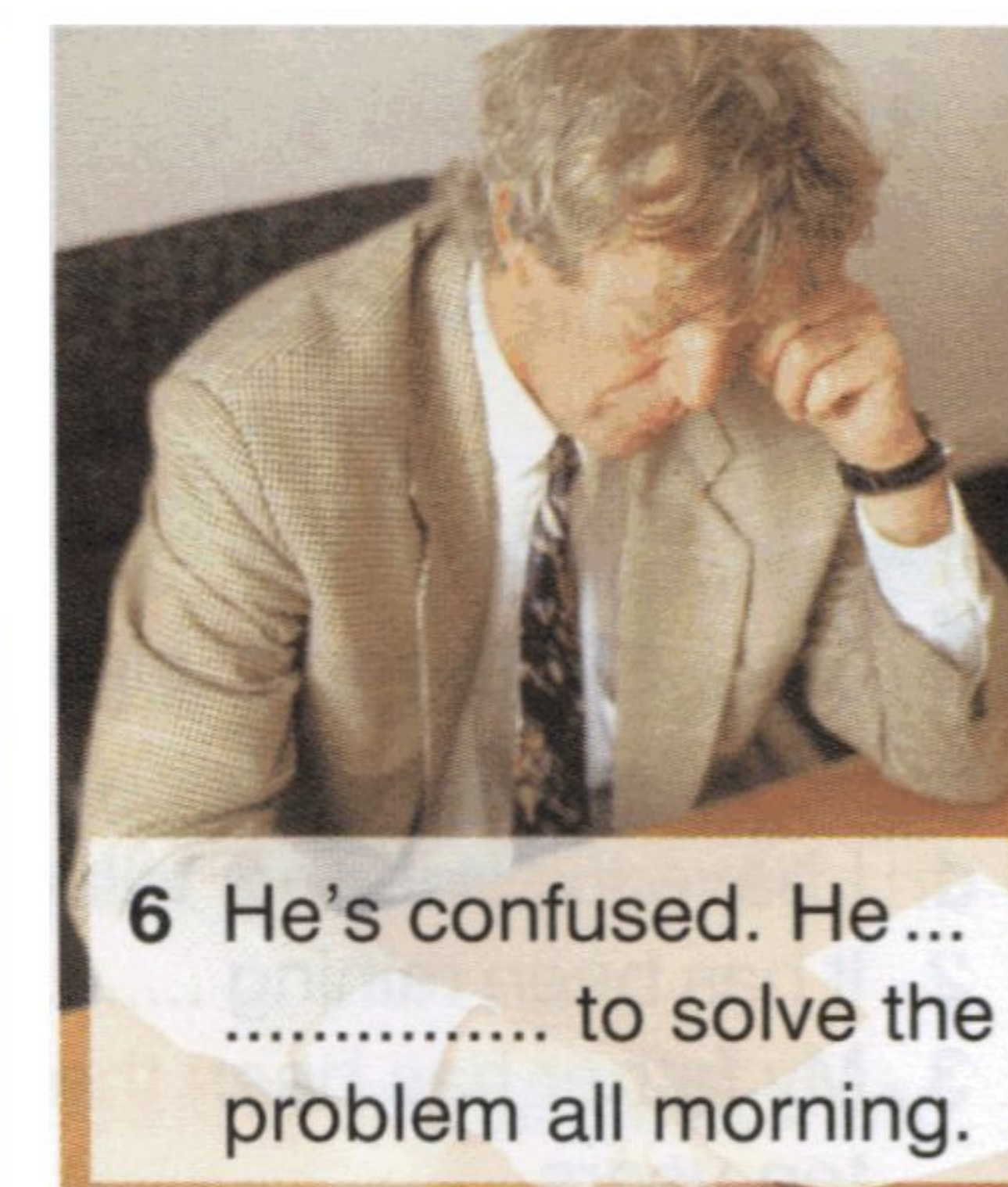
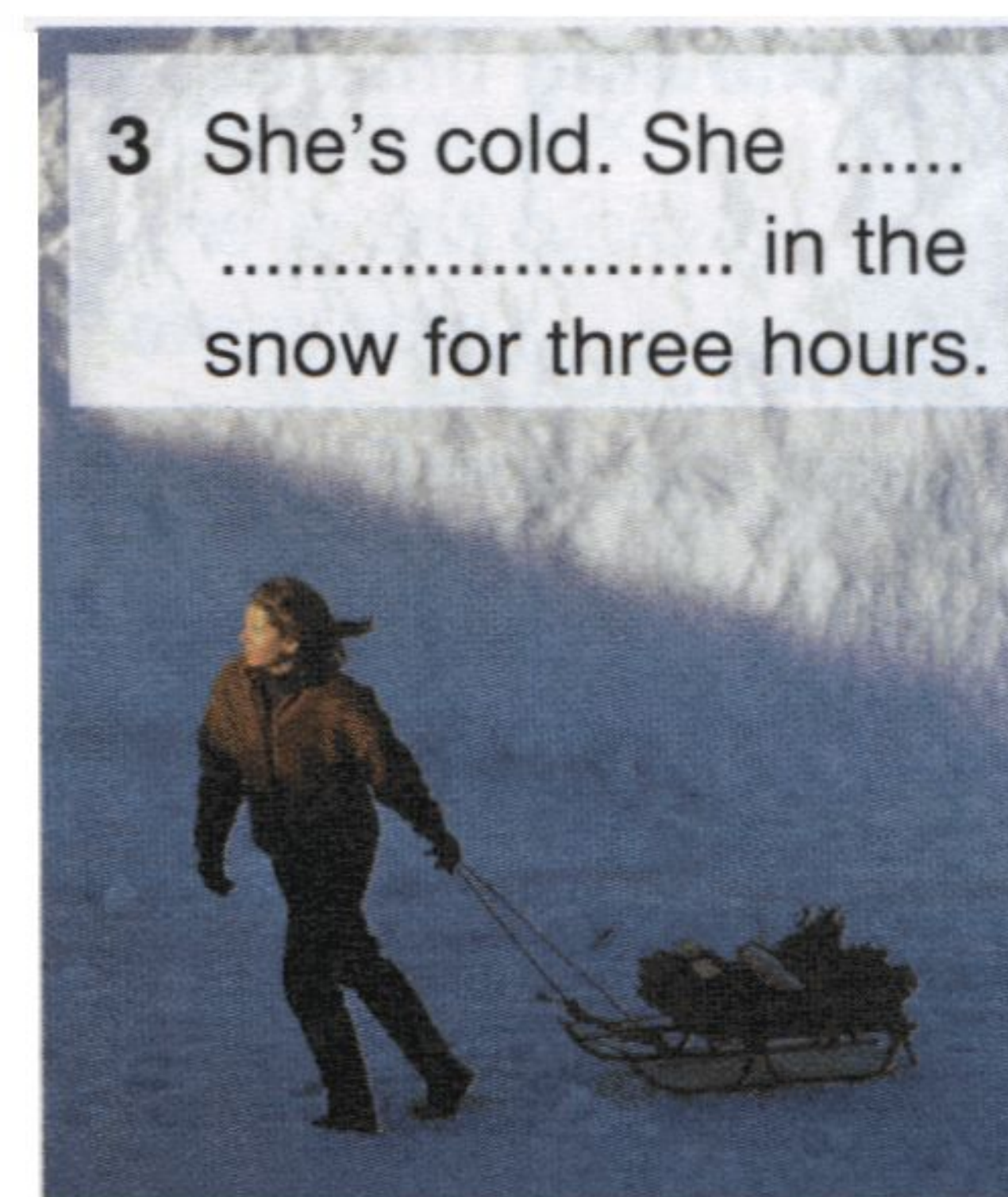
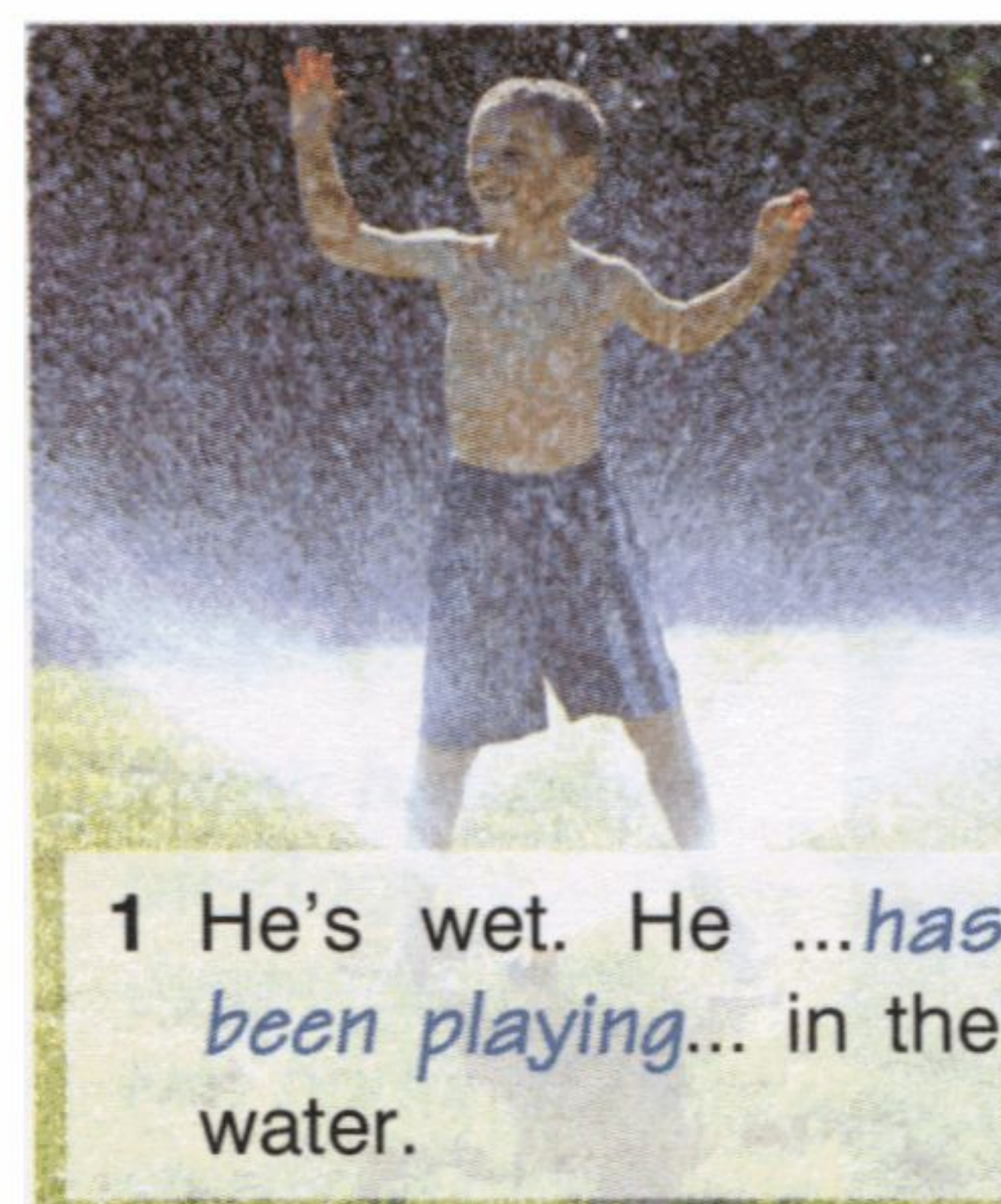
SB: *Yes, she's been sunbathing since 10 o'clock this morning.*

- | | |
|--------------------------------|---------------------------------|
| 1 Mrs Peters / sunbathe | 5 Mr Burrows / walk on the deck |
| 2 Tom and Jerry / swim | 6 Tim and Alan / play chess |
| 3 Miss Houston / read her book | |
| 4 Sandra and Helen / talk | |

16

Fill in the gaps with one of the verbs from the list in the present perfect continuous.

try, snow, jog, play, work, walk



17

It is 11 o'clock. The following people all started work earlier this morning. Look at the information and say how long they have been working and how much work they have done so far, as in the example.

S1: *Sandra's been typing since 9 o'clock / for two hours.*

S2: *She's typed twenty letters so far.*

Name	Started/Activity	Completed
Sandra	9 o'clock / type	20 letters
Kim	8 o'clock / clean the house	4 rooms
Bob	10 o'clock / examine patients	3 patients
John	7 o'clock / deliver parcels	30 parcels
Helen	10 o'clock / draw pictures	4 pictures

18

Fill in the gaps with *recently, how long, yet, for, always, ever, already, since, so far or just*. Sometimes more than one answer is possible.

- A: Has Tom finished his exams ...*yet*...?
B: No. He finishes next Thursday.
- A: has Janet been working at the hospital?
B: She has been working there she left school.
- A: How are you finding your new job?
B: Great. I haven't had any problems
- A: Is John at home, please?
B: No, I'm afraid he's gone out.
- A: Have you been waiting long?
B: Yes, I've been here two hours.
- A: Has Martin been to Spain?
B: No, I don't think so.
- A: Have you spoken to Matthew?
B: Yes. I phoned him last night.
- A: Can you do the washing-up for me, please?
B: Don't worry. Mike has done it.
- A: Lucy has been musical, hasn't she?
B: Yes, she started playing the piano when she was five years old.
- A: Shall we go to that new restaurant tonight?
B: Yes. I have been there. It's really nice.
- A: Your dog's been barking three hours!
B: I'm sorry. I'll take him inside.
- A: Have you finished reading that book yet?
B: No, I've started it.

19

Put the verbs in brackets into the present perfect or continuous, using short forms where appropriate.

- A: How long ...*have you known*... (you/know) Alison?
B: We (be) friends since we were children.
- A: Who (use) the car?
B: I was. Is there a problem?
- A: What are Andrew and David doing?
B: They (work) in the garden for three hours.
- A: Why is Sally upset?
B: She (lose) her bag.
- A: I (always/believe) that exercise is good for you.
B: Of course, it's good to keep fit.
- A: Emily (teach) maths since she left university.
B: Yes, and she's a very good teacher, too.
- A: Fred (open) a new shop.
B: Really? Where is it?
- A: This pie is delicious.
B: Is it? I (not/taste) it yet.
- A: Have you found your umbrella yet?
B: No, I (look) for it for an hour now.
- A: You look exhausted.
B: Well, I (clean) the windows since 8 o'clock this morning.
- A: Can I have some more lemonade, please?
B: Sorry, your brother (just/drink) it all.
- A: Have you got new neighbours?
B: Yes, they (just/move) to the area.

20

Put the verbs in brackets into the present perfect or the present perfect continuous.

Dear Connie,

I hope you are enjoying yourself at university. I'm sure you 1) ...*'ve been studying*... (study) hard. Everything is fine here at home. Billy 2) (just/receive) his school report. It was bad, as usual. He 3) (decide) to leave school next year and find a job. Fiona 4) (go) to the gym every day for the past two weeks. She 5) (try) to get in shape for the summer. She 6) (already/plan) her holiday in the sun. Your father 7) (sell) the old car and he 8) (buy) a new one. It's lovely – much nicer than the old one.

Anyway, write soon.

Love,
Mum