

LANGUAGE REVIEW

Past simple and present perfect

- We use the past simple for actions at a particular point in the past.
*In 2002, Mercedes **suffered** a dramatic fall.*
*Dieter Zetsche **became** Head of Mercedes in September 2005.*
- We use the present perfect for actions linking the present to a point in the past.
*Since 2005, Mercedes **has gone** from the worst-performing of the large luxury car makers to the trailblazer.*

➡ Grammar reference page 147

- A** Which of the following expressions are used with the past simple and which are used with the present perfect? Which are used with both?

in 2010	since 2009	yet
this week	yesterday	ever
recently	last year	six months ago

- B** Complete this short business brief about Vietnam using the past simple or the present perfect forms of the verbs in brackets.



Vietnam¹ (go) through many changes in its history and² (experience) many economic changes recently. It is currently experiencing an economic boom. In 1986, the government³ (introduce) economic reforms or *doi moi* (*doi* meaning change and *moi* new). The reforms⁴ (permit) the setting up of free market enterprises and⁵ (abolish) the practice of collective farming. However, agriculture remains the most important part of the economy. Vietnam⁶ (recently/become) the second largest producer of rice in the world after Thailand. The industrial sector⁷ (show) dramatic improvement and expansion as well. In 1993, the World Bank⁸ (declare) 58% of the population to be living in poverty. By 2005, this figure was less than 20%. Vietnam⁹ (also/make) great strides on the international stage in the last decade or so. It¹⁰ (become) a full member of ASEAN in 1995, and of the WTO in 2006. The effects of this new-found prosperity can be seen everywhere. Large, glitzy malls¹¹ (appear) in major cities, while streets once filled with bicycles are now overflowing with locally produced Japanese, Korean and Chinese motorbikes and cars. Business visitors wishing to relax in a more traditional Vietnamese town should visit Hoi An. Hoi An¹² (be) a major Asian trading port in the 17th and 18th centuries, and its picturesque architecture and relaxed lifestyle¹³ (change) little over the years.

- C** Talk about recent changes that have happened in your town, company or country.

SKILLS
Managing meetings

- A** Think of two meetings you have attended that were a) successful and b) unsuccessful. What were the reasons in each case?

- B** CD1.17 Four managers are discussing their company's policy about smoking. Listen to the meeting and answer the questions.

- 1 Why are some people not happy with the behaviour of the staff who smoke?
- 2 What is Eduardo's solution to the problem?
- 3 Why does Mitsuko object to Eduardo's proposal?
- 4 What proposal does William make?
- 5 Do the managers reach a decision about the smoking policy?