

## Simple Present Tense

### Penggunaan

1. Untuk menunjukkan fakta permanen  
Kalimat-kalimat yang menyatakan fakta yang selalu berlaku benar,  
contoh: Fish lives in water.  
The sun rises from the east.
2. Untuk menunjukkan fakta sekarang  
Kalimat-kalimat yang menyatakan fakta yang benar untuk sekarang  
Contoh. She is a college student now.  
I am a secretary.
3. Untuk menunjukkan tindakan kebiasaan  
Tindakan-tindakan ini diulangi secara teratur sehingga dianggap sebagai sebuah realita sekarang.  
Contoh. He gets up at 5 o'clock.  
They always come on Mondays.

Penanda yang khas:

Adverbs of frequency:

- always, every ..., often, normally, usually, sometimes, seldom, never
- once, twice, three times, four times, etc.

### Pola

#### 1. Kalimat yang mengandung verba

Subject	Verb	Example
I, You, We, They	V	I write a letter. You prepare the meeting. They work hard. We discuss the problems.
He, She, It	V-s  V-es (untuk semua verba berakhiran huruf -s, -ss, -x, -o, -sh, -ch) Note. Verba berakhiran -y setelah konsonan: diubah -i + -es	He reads the report. She handles the files. The company grows rapidly.  He discusses the problems with me. She goes to the office. She misses the meeting.  She tries hard to finish it soon.

## 2. Kalimat yang tidak mengandung verba

Subject	Be	Example
I	am	I am a secretary. (N) I am in my office. (Adv.) I am happy. (Adj.)
You, We, They	are	You are my director. (N) You are good employees. (N) They are friendly. (Adj.) We are in the meeting room. (Adv.)
He, She, It	is	He is dilligent. (Adj.) She is here. (Adv.) He is the manager. (N) It is ten o'clock. (Adv.)

Note. Setelah be dapat diikuti kata benda (nomina), kata sifat (adjectiva), kata keterangan waktu/tempat (adverbia).

## PRESENT CONTINUOUS TENSE

Penggunaan:

Untuk menunjukkan kegiatan yang sedang berlangsung.

Penanda: now, at the moment, at the present time

Pola:

(+) S + be + V-ing + O/C

They are studying Mathematics now.

He is reading a novel at the moment.

(-) S + be + not + V-ing + O/C

They are not studying Mathematics now.

He is not reading a novel at the moment.

(?) Be + S + V-ing + O/C ?

Are they studying Mathematics now?

Is he reading a novel at the moment?

## PRESENT PERFECT TENSE

- Penggunaan:

1. Untuk menunjukkan tindakan yang telah selesai ketika dituliskan atau dikatakan.

Contoh. I have done the work.

She has swept the floor.

We have stayed here since yesterday.

- Penanda:
  1. Just: baru saja
  2. Since: sejak – titik waktu tertentu
  3. During: selama – kurun waktu tertentu
  4. 'yet' untuk negatif dan kalimat tanya; 'already' untuk positif
- Pola:
 

(+)	S – has/have – V3 – O/C He/She/It – has : He has studied English for two hours. I/We/They/You – have : You have cleaned the room.
(-)	S – has/have – not – V3 – O/C We have not met him since 2010.
(?)	Has/Have – S – V3 – O/C? Has she brought the book?
- Latihan:
  - A. Put the words in bracket into the right form.
    1. Mrs. Andrea (have) a meeting for one hour.
    2. Who (come) yet?
    3. All children (not eat) the cake.
    4. You (see) her since 2000?
    5. Mr. Jacob just (take) the report.
  - B. Change into positive, negative, or interrogative.
    1. I haven't split the group into two. (+)
    2. She has taught us English since 2011. (?)
    3. They have sung for thirty minutes. (-)
    4. The team has won the game. (?)
    5. He has opened the door. (-)
  - C. Translate into English.
    1. Kami belum memahami penjelasannya.
    2. Apakah dia sudah memberitahumu mengenai hal itu?
    3. Tanti sudah menulis surat selama satu jam.
    4. Sahabatku tidak menghabiskan seluruh uangnya untuk belanja.
    5. Apakah kamu sudah berhenti merokok?
    6. Mengapa dia belum pergi?
    7. Saya belum menandatangani kontrak baru itu.
    8. Apakah Bapak Ridwan telah menunjukkan cara menyelesaikannya?
    9. Siapa yang telah melanggar aturan perusahaan?
    10. Kami semua sudah bersaha keras.
  - D. Compose a paragraph telling what you have or haven't done.

## Future dengan “be going to”

### 1. Penggunaan:

- a. Mengungkapkan maksud seseorang untuk melakukan tindakan tertentu di masa yang akan datang. Maksud/keinginan ini selalu direncanakan dan biasanya persiapan telah dilakukan.

Contoh. I have bought some bricks and i'm going to build a garage.

- b. Menunjukkan prediksi, perasaan yang sudah pasti, biasanya sudah ada tandanya, dalam waktu dekat.

Contoh. Look at the clouds! It's going to rain.

How pale that girl is! I'm sure she is going to faint.

### 2. Pola:

( + ) S – be going to – V1 – O/C

He is going to meet me at ten tomorrow.

( - ) S – be not going to – V1 – O/C

He is not going to meet me at ten tomorrow.

( ? ) Be – S – going to – V1 – O/C ?

Is he going to meet me at ten tomorrow?

Catatan. Be – is : He, She, It

am : I

are : You, They, We

### Latihan soal.

#### A. Ubahlah kata dalam kurung ke dalam bentuk yang benar.

1. The doctor (check) the patient?

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2. The administrative staff (write) down the telephone message.

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3. The patients (submit) the registration forms.

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4. I (tell) them the requirements.

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5. It's sunny now. I think it (not rain).

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#### B. Terjemahkan ke dalam bahasa Inggris yang benar.

1. Manajer itu akan menerima tamu pukul 9 pagi besok.

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2. Apakah mereka akan mencari tempat kerja yang baru?

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3. Kami tidak akan membayar tagihan sebesar itu.

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4. Siapa yang akan membaca laporan harian itu?

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5. Di mana mereka akan membuka kantor cabang baru itu?

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