

## CHAPTER : 4

### TENSES OF THE VERB

The English language has three central divisions of time : Past, Present and Future. These three are the main tenses, each having sub-divisions to show other more refined or more subtle aspects within the general time. To a large extent the terms tense and time are synonymous but a student would do well to remember that it is not always so, the present **tense** may denote future **time** and the past **tense** may denote an action which can still take place :

The HMS Bounty **sails** for Sydney next Thursday.

If you **climbed** two flights of stairs everyday, you would stay fit.

Among the subdivisions of the three main tenses, the **simple tenses** describe an action completed in the present, past or future.

I play badminton from 4 to 5 p.m.

I **played** badminton when I was in college.

I **will play** badminton when I join this club.

However, the present simple tense is neither present nor simple. It has the least definite time sense and normally includes the past, present and future. That is why it is used to express eternal truths :

Amoeba **is** a unicellular organism.

It **moves** with the help of pseudopodia.

Satellites **revolve** round the planets as the planets revolve round the sun.

The **verbs** are the part of speech that express an action or state. The various forms of these verbs express the tense and time of the action or state. They tell us whether a state **was**, **is** or **will be**, and whether an action **took place**, **takes place** or **will take place**. The verbs show the time and its aspects by a change in form. The English verb may take four forms :

(1) **The Bare Form** : also known as the Dictionary form.

I **wash** my car every Sunday.

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They **play** bridge every Saturday afternoon.

We **take** our dog wherever we **go**.

This form takes (s) or (es) with the III person singular.

He **washes** his car every Sunday.

Sam **plays** bridge every Saturday afternoon.

He **takes** his dog wherever he **goes**.

#### (2) **The Simple Past Form** :

He **washed** his car.

They **played** bridge.

He **took** his dog wherever he **went**.

#### (3) **The Present Participle Form or the -ing Form** :

He **is washing** his car.

Sam **is playing** bridge.

They **are waiting** for their teacher.

This is formed in combination with 'be'.

#### (4) **The Past Participle Form** : This is formed in combination with the auxilliary verb 'have'

has/have

had, or

will have

He **has washed** his car.

They **have washed** their car.

He **will have washed** his car.

The **continuous** form of the verb describes the action while in progress in the past, present or future :

I **am playing** badminton to burn some calories.

I **was playing** badminton when he called me.

The **perfect tenses** express a completed action within a general framework of time, past, present or future :

The dog **has torn** the stuffed horse to pieces.

The dog **had torn** the stuffed horse to pieces.

The dog **will have torn** the stuffed horse to pieces.

The time of the action may be indicated in the sentence, more or less precisely by an adverb of time :

I had an accident on Tuesday.

I had an accident last week.

### THE PRESENT TENSE :

**Present Continuous or Present Progressive :** Present continuous means that we are in the middle of an action, that at the time of speaking, the action is going on, the attention being drawn not to the point of beginning or end but to the fact of continuity. It indicates something happening over a limited period of time. The sentences in this tense have immediate value. This is the Real present tense, now, at the moment.

Form : Be + Present Participle (-ing form)

(is/am/are)

I am looking for my glasses. (The looking is not yet over.)

He is doing a course in Computer Aided Design.

(not at the time of speaking but still in the middle of it)

Uses :

(1) The present continuous tense is used for an action which is going on or is in progress at the time of speaking; at the speaker's now.

The children are playing Ludo.

Mr. Jacob is compiling the attendance.

He is invigilating in Room No. 6.

It is raining.

(2) It may be used to express an action which may not be happening at the actual time of speaking but is temporary and is not yet over.

He is working on a new project.

I am reading Toni Morrison's 'Beloved'.

(At a party) Host : "This is Mr. Warner. He is making a film on the Vietnam War."

This is my niece. She is studying at MIT.

(3) It is used to indicate immediate or near future.

They are leaving for Roorkee on the 2nd of July.

(said on the 28th of June)

Peter is coming back tomorrow.

We are going to a concert tonight.

He is joining next week.

(4) When the adverbs always constantly, regularly, forever etc. are added to a sentence in present continuous tense, they suggest disapproval or irritation.

She is forever sitting in front of the television.

Our neighbours on the right are always asking for something or the other, sometimes it is sugar, sometimes ice cubes.

**Note :** The continuous tenses are for studied and intentional actions and therefore they are not used with verbs which suggest involuntary actions, like verbs of sense (feel, see, hear, etc.) or verbs of feelings and emotions (admire, respect, love, like, dislike, adore, want, need, wish, etc.), verbs of condition or behaviour are practically never used in the continuous tense. These verbs are not strictly under human control. Compare :

Do you see that man in a gray jacket ?

Where ? I think I am looking in the wrong direction.

Here 'look' suggests deliberate direction of the eyes and 'see' is not really under control. One sees if one's eyes are open. It goes on whether we like it or not.

Verbs normally not used in the present participle (-ing) form are :

see	hear	smell	feel	taste
think	believe	know	understand	agree
remember	forget	suppose	mean	seem
appear	feel sure	notice	observe	recognise
wish	want	need	hate	love
like	dislike	care	admire	respect
belong to	contain	consist of	own	have (possess).

**Present Simple :**

She takes her dog for a walk regularly.

They sing psalms every Sunday and Thursday.

Meetings are held on the second Saturday of every month.

He smokes.

This tense speaks of habitual actions. It does not tell us whether any of these things is happening now, at the time of speaking. It does not really describe a present action. Instead it denotes a permanent, habitual or routine action.

**FORM :** (a) In the affirmative : This tense takes the first or the bare form of the verb. With the III person singular 's' or 'es' is added to the verb.

They conduct the entrance test.

You talk too much.

We use mild detergents for silk.

She loves animals.

(b) In the interrogative : do/does is employed to form a question in the present simple. 'Do' with I person, II person and III person plural; 'does' with III person singular.

When 'does' is used, the main verb does not take 's' or 'es'.

Do you come here often ?

Do they allow guests in the mess ?

Do all birds build nests ?

How do they insert a pear into a bottle ?

Does he know you are here ? ✓

Does he knows you are here ? ✗

Does she like pineapple flavour ? ✓

Does she likes pineapple flavour ? ✗

Which school does he go to ? ✓

Which school does he goes to ? ✗

(c) In the negative : do/does is employed to form the negative. The same rules as for the interrogative apply.

They do not (don't) conduct the entrance test.

Ostriches do not (don't) fly.

He does not (doesn't) like travelling.

John does not attend classes regularly.

(d) The verb 'be' takes the forms **is**, **am** and **are** in this tense : **is** with III person singular, **am** with I person singular and **are** with II person and I & III person plural.

### Tenses of the Verb

#### Uses :

(1) The main use of this tense is in expressing habitual action or fixed schedule.

He goes to the theater every Friday.

She always wears this ring.

He never comes on time.

We make it a point to file every document.

Do you watch Animal Planet ?

The students copy each other's assignments.

We screen a film every Saturday.

They hold a bonsai show in November every year.

The first bus leaves at 6.30 a.m.

(2) It is used to express facts, states, eternal truths and proverbs.

Water freezes at zero degree celsius.

The Tajmahal is situated on the bank of the Yamuna.

The sun is a huge ball of fire.

Fish breathe through gills.

Five and five make ten.

Where there is a will there is a way.

A noble circle ticket costs Rs. 55.

(3) It is used in conditional sentences of type I which express open and probable conditions :

If you go there again, you will be punished.

If Jamie tells the truth, the Principal will forgive him.

If we walk to the park and then take a bus, it will be cheaper.

(4) It is used to express very well planned future. This use however, is not very common.

The Finance Minister leaves for the summit on Wednesday.

(5) It is used in vivid news headlines or dramatic narratives like commentaries on games. (especially fast games)

X passes the ball to Y, Y throws it to A, A runs towards the goal .....

Jackson **creates** a frenzy.

Peace **talks** fail.

(6) It is used with verbs which do not admit the -ing form. These have already been discussed and listed with the Present Continuous Tense.

I think he **knows** the truth.

not

I am thinking he **is knowing** the truth. X

I shall not allow you into my class. Do you **hear** ?

What do you **mean** ?

There **seems** to be some misunderstanding.

**Note :** The adverbs frequently used with this tense are : always, never, daily, regularly, often, rarely, seldom, generally, usually, everyday, every week, etc.

He **never tips** the waiter.

Paul **usually comes** here on Fridays.

The Sports Day is **generally held** in February.

I **often leave** my door unlocked.

#### Present Perfect :

Look at the following sentences :

Dick Francis **has written** a new novel.

The Head of the Department **has spoken** to the Registrar.

Richard **has eaten** all the ice-cream.

Our house **has been vacated**.

Your teacher **has not come** today.

Has she **gone** out of station ?

The verbs in these sentences are in the Present Perfect Tense. This tense is used when the action is already complete but the effect is still present and relevant. It is a mixture of the past and the present. The actions described are completed in the recent or early past but a strong connection with the present is implied in both cases.

Mary **has gone** to New York. (may be a year ago.)

Mary **has just gone out**.

**FORM :** has/have + past participle (III form) of the verb.

'has' is used with III person singular. 'have' is used with I and II persons, both singular and plural and III person plural. For example :

has gone,	has forgotten
have spent,	have pulled down etc.

**Uses :**

(1) Its main use is in referring to an action or situation completed in the past but affecting the present or having a result in the present. The emphasis is on the present effect and relevance not on the time of completion.

I have completed four chapters. (Now eleven more are left)

They have learnt their lesson. (They shall not do it again)

Has he left ? (Shall I have to come again to see him ?)

I have cleaned the windows. (They are sparkling).

I have just had lunch. (I am full)

The children have had a good night's sleep. (They are fresh.)

(2) It is used for actions which began in the past and are still continuing.

Mr. Smith has been with us for five years.

Bill has not attended any classes since September.

We have lived here since 1988.

He has known me since 1992.

#### Compare :

Mr. White worked for Black & Decker for five years.

Mr. White has worked for Black & Decker for five years.

The first indicates that the action ended some time in the past and that Mr. White is not working with Black & Decker any longer. The second implies that Mr. White is still working for Black & Decker.

In this use, the time, either duration or point of beginning, is usually given.

(3) It is used for recently completed actions, the time is not mentioned.

I have gone through the minutes.

**Compare :**

I went through the minutes last night. *S P*

I have just landed at the London airport. *P P*

The meeting has just begun. You can join in.

We have just come back from Miami.

He has just received the letter.

(4) It is used to express actions whose time is not definite.

Have you seen 'Sleeping with the Enemy' ?

I have never seen him losing his temper.

Mr. White has been to Blackpool.

(5) It is used to describe experience which has present relevance.

He has been posted all over India during his career.

(He is widely travelled).

Have you ever seen an alien ? (Do you know what they look like ?)

I have been to Agra a number of times.

(I know my way around Agra).

This theatre has seen better days.

**Note :** Already, yet, just, so far, still, ever, never, recently, etc, are some adverbs commonly used with the present perfect.

They have not yet advertised the post.

Mathew has never been to any Asian country.

But I have already booked five tickets.

The company has recently launched two new models in the medium segment.

**Present Perfect Continuous :**

This tense is used for actions which began in the past and are still continuing. It is normally used with verbs of a static nature such as live, stay, wait, learn, rest, sleep, stand, lie, work, sit, study etc.

**Compare :**

She is sitting in her office.

and

She has been sitting in her office since 8 a.m.

**Tenses of the Verb**

In the first, relation with the past is not suggested, only the fact that she is now sitting in her office. Here only the progression and not the completion of the action is emphasised. In the second, duration from the past and some length of action is implied.

**FORM :** has/have + been + —ing form of the verb.

'has' with III person singular and 'have' with I and II persons, both singular and plural and III person plural.

He has been sleeping since he arrived from Australia.  
(Probably suffering from jet lag.)

They have been working in the mines for ten years now.

**This tense does not exist in the passive voice :**

**Uses:**

(1) It is used to express an action which began some time ago in the past, has continued till now and is still going on, or is likely to continue further.

The river has been rising steadily since last night.

A man has been following me for the last three days.

(2) It is used for an action continuing up to the very recent past.

I have been standing outside for 15 minutes.

Why didn't you answer the bell sooner ?

(3) When denoting an action already finished, it is used as an explanation.

Why are your hands so greasy ?

I have been oiling the hinges of the doors and windows.

Why are you looking so tired ?

I have been working all day.

Why are your clothes dirty ?

I have been repotting some of my bonsais.

Della's eyes are swollen. Has she been crying ?

**Note :** This action takes place over a fairly long period of time. It begins in the past, continues upto the present, and in most cases, is likely to continue further. By its very description it is suitable for static or long duration verbs. You cannot, for example, use it to describe an action like 'switch off' or 'open' or 'shut'.

He has been switching off the tube light. ×  
She has been shutting the almirah. ×

### THE PAST TENSES

#### Past Simple or Past Indefinite :

Look at these sentences :

John **wrote** to his father.  
The secretary **demanded** an explanation.  
The food **was** delicious.  
The pots **were** empty.  
The passenger **did not** get down at his stop.  
**Did you note down** the registration number ?  
How **did he die** ?

The verbs here are in the past tense. They express an action which took place in the past. When we speak about it, it is already complete. Unlike the present perfect tense, here the time of completion is more important than the connection with the present. The time of completion is either directly or indirectly mentioned in the sentence or is made clear from the context.

He left his office at 5 p.m.

He left his office after he had fed all the new data into the computer.

The food was delicious. (at the party last night.)

The pots were empty. (when the bears came home)

#### FORM :

##### (a) Affirmative :

(i) was/were form of the verb 'be', 'was' is used with I and III persons singular and 'were' with I and III persons plural and II person singular & plural.

(ii) The past form of the verb is used.

For example : jumped, played, called, recommended, accepted, etc.

Many verbs have irregular past forms, e.g. saw, went, rang, kept, forgot, got, held, etc. (see the list of irregular verbs on page-66)

##### (b) Negative and Interrogative :

(i) with 'be' : Negative is formed by adding 'not'—was not, were not. Their shortened forms are very readily acceptable in spoken English—wasn't, weren't.

The food was not (wasn't) fresh.

The pots were not (weren't) empty.

Wasn't the food delicious ?

Weren't the pots empty ?

(ii) With other verbs : 'did' is used to form a negative or a question in the past tense.

The past form of the verb is **not** used with 'did'.

She did not feed the cat. √

She did not fed the cat. ×

I did not see the notice. √

I did not saw the notice. ×

How did you find out about us ? √

How did you found out about us ? ×

Did you ring the bell ? √

Did you rang the bell ? ×

The past form of the verb is the same for all persons :

He worked.

They worked.

You worked.

We worked.

I worked.

#### Uses :

(1) It is used for an action in the past which is complete by the time we speak about it, i.e., the action is in the past with reference to the time of speaking. The time of completion is important and is either stated or made clear by the context.

We **went** to the zoo on Wednesday.

She **joined** this college in 1994.

The warden **allotted** the rooms and the room-mates.

Simon **left** for the station at 6.30 every morning and **took** the 6.37 train to Paddington.

Where did you spend your vacation ?

I read this book when I was 14.

(2) It is used for an action which is complete now but may have gone on for sometime in the past.

Martin worked in this office for five years.

Hussain lived in France for two years and then shifted to Spain as the climate did not suit him.

(3) It is used to denote habits in the past just as the present indefinite denotes habits in the present.

She gave him packed lunch everyday when he left for office. He shared his lunch with his colleagues. She always rang him up at the office in the afternoon to ask him whether he had liked the lunch. This irritated him.

(4) It is used as the reported form of present indefinite in indirect narration.

He said, "My dog does not let the doctor touch him, so I vaccinate him myself."

He said that his dog did not let the doctor touch him so he vaccinated him himself.

(5) It is used in the conditional clause of conditional sentences type II.

If you reached in time, you would get good seats.

If he forgot the appointment, he would lose the opportunity.

**Note :** (1) Regular verbs are changed into their past forms by adding '-ed'.

Play	played
clean	cleaned
want	wanted
hook	hooked

Verbs which end in 'e' are changed into the past form by adding just 'd'.

live	lived
paste	pasted
serve	served
time	timed

The past forms of irregular verbs have to be learnt separately for each. A list of common irregular verbs is given at the end of this chapter.

(2) The adverbs commonly associated with this tense are : last week, last night, yesterday, a week ago, etc, or always, never, etc, when denoting past habits.

#### Past Continuous Tense :

As a continuous tense it describes an activity in progress, as a past tense it describes an activity which was in progress at sometime in the past. We are not interested in the completion of this action, only in that it was taking place.

**FORM :** was/were + -ing form of the verb.

'was' with I and III persons singular.

'were' with I and III persons plural and II person

What was the Inspector doing at the party ?

He was keeping an eye on Gally.

We were making the seating arrangements till late in the night.

#### Uses :

(1) It describes an action which was in progress at a certain time in the past.

At 8.30 she was preparing breakfast.

(It is now 10 O' clock)

What were you doing between 10 and 11 O' clock last night?

I was watching 'Santa Barbara.'

The point of time which is given implies neither the beginning nor the end of the activity. The activity may have begun before it and continued after it :

At 9.30 he was discussing the new project with his architect. means that he was in the middle of the discussion. The discussion continued beyond 9.30.

(2) The point of time may be replaced by another action. In these cases, the past continuous denotes the progressive action which is longer and the past simple denotes the action which took place at a

given moment. Here the past continuous acts as a background for a specific momentary action.

When Smith entered the room, Wesson was sleeping.

When I was refilling my pen, he startled me and the ink spilled all over my papers.

It was raining when we started out.

When she was washing her car, she sprained her back.

**Compare :**

I was reading a book while he slept.

and

I read a book while he was sleeping.

The first appears to be normal but the second implies either that he slept so long that I read a complete book or that I am a very fast reader.

When both the actions are denoted by the past simple, it would indicate that they are consecutive, one happened after the other in quick succession.

He opened the door and went in.

When I entered the room he was sleeping.

When he heard the noise he got up.

(4) It is used to denote past habits which were persistent and/or annoying. In this use it is accompanied by adverbs like always, forever, constantly etc.

She was always whining about the lack of facilities.

She was forever studying.

The children were constantly asking to be taken out.

(5) It is used as the reported version of the present continuous tense.

He said, "The cook is asking for a day off."

He said that the cook was asking for a day off.

She said, "Rafiq Zakaria is working on a book on Jinnah.

She said that Rafiq Zakaria was working on a book on Jinnah.

Note : The adverbs commonly used with this tense are : when, while, at the time, as, etc.

**Past Perfect Tense :**

This tense describes the past of the past, so to speak. It is sometimes called a double past tense. It is used when two actions are being described, both in the past, but one taking place before the other. It is the past tense equivalent of the present perfect.

**FORM :** had + past participle (III form of the verb)

The form is the same for all persons, singular and plural.

I had sent the invitations.

We had sent the invitations.

They had sent the invitations.

She had sent the invitations.

You had sent the invitations.

**Uses :**

(1) It is used when two actions of the past are being denoted. The two actions are related to each other. The earlier of the two actions is expressed in the past perfect tense.

When I had locked the door I realised that I had left the keys inside.

Here 'lock' and 'leave' happened before 'realise' so 'realise' is in the past tense and the other two in past perfect tense.

It is used when we wish to emphasise the sequence of events, that one action took place before the other.

I had just laid dinner when the door-bell rang. I went to answer the door. When I came back, the dishes had disappeared. Somebody had either taken them away or hidden them.

**Compare :**

When he had delivered his speech he called for a glass of water.

and

When he delivered his speech he called for a glass of water.

The second implies that the two actions took place at the same time while the first clearly indicates that he called for a glass of water after the speech.

Similarly :

When the lawyer **had read** the will, he looked around for reactions.

and

When the lawyer **read** the will he looked around for reactions.

The main use of this tense is to show which of the two actions took place earlier.

**They had deposited** the fees at DCE when the results of RPET were declared.

When the meter reader **had gone** I called the sub-station. They said they **had not sent** anybody.

(2) It is used as the reported version of present perfect tense and the past indefinite tense.

He said, "Have you seen my umbrella ?"

He asked her whether she had seen his umbrella.

She said, "I took the dog for a walk without a leash and he got into a fight."

She said that she had taken the dog for a walk without a leash and he had got into a fight.

#### Past Perfect Continuous Tense :

This tense is used for an action which began at some time in the past and was still continuing at a certain point some time later. It bears the same relation to the past perfect tense as the present perfect continuous does to the present perfect tense.

**This tense does not have a passive form**

**FORM :** had + been + -ing form of the verb.

The form is the same for all persons, singular and plural.

He was tired because he had been sitting at his desk all day.

They had been telling him to disclose the names of the attackers.

**Uses :**

(1) It is used to denote an action which took place over a period of time in the past and was in progress at a certain given point in the past.

Perry **had been waiting** for Della for half an hour at the bus-stop when she came.

The attendance **had been dwindling** for the past one week when the authorities noticed it.

A phrase saying 'how long' is normally attached to sentences in this tense.

(2) It is used as the reported form of present perfect continuous tense.

She said, "I have been working all day and am in no mood to cook for dinner."

She said that she had been working all day and was in no mood to cook for dinner.

#### FUTURE TENSE

There are four possible sub-divisions of the future tense but we shall study only two : the future simple and the future perfect. The other two : future continuous and future perfect continuous are used very rarely.

#### Future Simple or Future Indefinite :

The English language does not have a verb form directly expressing the future. In the absence of one concrete form, several forms with shades of difference have evolved to denote the future time. Sometimes the difference between the sense implied by two forms is quite clear and marked, but at other times no difference can be detected.

For example :

He will talk to the Principal if you insist. (indefinite)

He is going to talk to the Principal. (intention)

but there is hardly any difference between :

He won't stay here unless they allow dogs.

He is not going to stay here unless they allow dogs.

The future does not exist yet so we use different ways to express how we see a future event. The future may express a plan or a definite arrangement, it may be something that we expect to happen, something that is sure to happen, or may happen, we

cannot be sure. The many ways of expressing the future indefinite are :

- (a) will/shall + the bare form of the verb.  
will play, will go, will arrive, etc.
- (b) be going to + bare form of the verb  
is going to buy, are going to report, am going to send, etc.
- (c) Present continuous form
- (d) Present simple form.

**Will/Shall**—The original difference between the use of will and shall, that will is used to express future with II and III person and shall is used to express the future with I person has gradually disappeared. Will is the more common form and is now used with all persons. Shall is used for offers of service or conjectures in I person. The contraction 'll has dissolved the difference between shall and will. So that, when one says :

I'll or he'll or she'll or you'll, shall or will is not specified.

#### Uses :

(1) Will is used to express a future which is not coloured by intention or choice or arrangement. It expresses something that will happen but not because it was arranged or intended or chosen.

#### For example :

I will be 41 next year.

I will be free between 3 and 5.

He will be back by the first week of July.

It expresses neutral future. It does not express the idea that we are planning something or have decided to do something.

Will expresses the idea that the control is in other hands. Some outside agency, whether it be a fact or a condition, has control.

He will clear the preliminary exam., if he works hard.

Tomorrow will be Friday. (Because today is Thursday.)

(2) It is used for speculations or guesses about the future. The guesses are generally not explicitly based on facts.

One day people will visit Venus as they now visit Venice.

I suppose he will join as soon as he is relieved from his former assignment.

Verbs such as doubt, expect, suppose, hope, dare say, think and adverbs such as perhaps, probably, possibly, surely, etc, are associated with the uncertainty that is characteristic of will.

(3) It is used in the Principal Clause of conditional sentences

#### Type I.

If you do not pay the fine, you will be expelled from the hostel.

If we go in September, there will be plenty of accommodation available.

Once you go through the instructions, you will know what to do.

(4) It is used in formal announcements and broadcasts, like the weather.

News : The adjoining areas will experience rain or thunder showers.

Shall is used in interrogatives, requests, offers of help or conjectures.

For example :

Shall I open the door for you ?

What shall I do if I don't find him ?

I wonder where we shall be ten years from now.

✓ **Be Going to** : is used for something we have decided to do, an intention. It expresses an intention to perform an action. It is always premeditated and preparation by way of arrangement is also implied.

He is going to be a fighter pilot when he grows up. (He already shows keen interest and spends his free time at the flying school.)

Actions which are denoted by the going to form have a strong probability of being performed :

I am going to ask for a raise.

I am not going to play tennis in this heat.

They are going to move into their new house by September.

When is the company going to start production ?

Honda Motors is going to launch their new multi-activity vehicle in India.

What are you going to wear for the party ? (What have you decided ?)

Time is usually not mentioned with the **going to** form but the suggestion is fairly immediate future.

**Going to** is also used for predictions. The predictions are based on certain facts in the present :

He seemed quite bright today. He is going to get well very soon.

Look at that car ! It's going to crash !

**Note :** (1) No hard and fast rule can be devised for a choice between **will** and **be going to**. When it is not very clear whether the intention is premeditated or not, either can be used, though the **going to** form usually refers to an immediate future and **will** may refer to immediate or remote future.

**When in doubt, use 'will'.**

(2) **Going to** form is not used with the verbs 'come' and 'go'.

#### Present Continuous for Future :

It is used when someone has arranged to do something in the near future. Time must always be mentioned with this use :

Della is coming to see me this evening.

Sanders is going to Florida next week.

He is taking a driving test in August. (He has applied and is registered.)

We are having a small get together tomorrow. (We have arranged it.)

What are you doing this Friday evening ? (What have you planned ?)

I am not doing anything in particular.

Roger is taking her to the ball tonight.

#### Present Simple for Future :

It may be used in time-tables or very carefully planned future. This use is not very common.

What time **does** the first bus for Delhi **leave** ?

The Holiday Special **sails** for Rome next Friday.

The P.M. **speaks** to the nation tonight.

The school **reopens** on July 7th.

#### Future Perfect :

All perfect tenses indicate the completion or perfection of an action. This tense expresses the completion of an action by a certain future time. This future time is very clearly stated. It bears the same relation to a future point as present perfect does to a present point.

**FORM :** will/shall + have + past participle

(III form of the verb)

The form is the same for all persons, singular and plural. It is normally used with an expression beginning with 'by'—by the end of, by the time, by then, by 2005, by June, etc.

**Uses :** It is used to denote an action that will be over at a certain point of time in future. It will just have finished at this time.

Ebony **will have had** her litter by the last week of February.

By the end of July I **shall have completed** all my assignments here.

At this rate, Sandra **will have saved** £ 2050 by Christmas.

I have revised 50% of the syllabus. By March I shall have revised the whole of it.

India **will have eradicated** Polio by 2010 A.D.

#### Irregular Verbs :

Bare Form	Past Tense Form	Past Participle Form
bear	bore	borne
beat	beat	beaten
become	became	become
begin	began	begun
bend	bent	bent
bind	bound	bound
bite	bit	bitten

bleed  
blew  
bid  
break  
bring  
breed  
build  
burn  
burst  
buy  
cast  
catch  
choose  
come  
cost  
cut  
creep  
deal  
dig  
do (does)  
draw  
dream  
drink  
drive  
dwell  
eat  
fall  
feed  
feel  
fight  
find  
flee  
fling  
fly

bled  
blown  
bidden  
broken  
brought  
bred  
built  
burnt/burned  
burst  
bought  
cast  
caught  
chosen  
come  
cost  
cut  
crept  
dealt  
dug  
did  
drawn  
dreamt/dreamed  
drank  
drove  
dwelt  
ate  
fell  
fed  
felt  
fought  
found  
fled  
flung  
flew

forbid  
foresee  
forget  
forgive  
forsake  
freeze  
get  
give  
go  
grind  
grow  
hang  
has/have  
hear  
hide  
hit  
hold  
hurt  
keep  
kneel  
know  
lay  
lead  
leap  
driven  
dwelt  
eaten  
fallen  
fed  
felt  
fought  
found  
fled  
flung  
flew

forbade  
foresaw  
forgot  
forgave  
forsook  
froze  
got  
gave  
went  
ground  
grew  
hung/hanged  
had  
heard  
hid  
hit  
held  
hurt  
kept  
knelt  
knew  
laid  
led  
leapt/leaped  
learnt/learned  
left  
lent  
let  
lie  
light  
lose  
make  
mean  
meet

forbidden  
foreseen  
forgotten  
forgiven  
forsaken  
frozen  
got/gotten  
given  
gone  
ground  
grown  
hung/hanged  
had  
heard  
hidden  
hit  
held  
hurt  
kept  
knelt  
known  
laid  
led  
leapt/leaped  
learnt/learned  
left  
lent  
let  
lay  
lain  
lit/lighted  
lost  
made  
meant  
met

mislead  
mistake  
pay  
put  
quit  
read  
rend  
repay  
reset  
rid  
ride  
ring  
rise  
run  
say  
see  
seek  
sell  
send  
shake  
shed  
shine  
shoot  
show  
shut  
shrink  
sing  
sink  
sit  
slay  
sleep  
slide  
smell  
sow

misled

mistook

paid

put

quit

read (/red/)

rent

repaid

reset

rid

rode

rang

rose

ran

said

saw

sought

sold

sent

shook

shed

shone

shot

showed

shut

shrank

sang

sank

sat

slew

slept

slid

smelt/smelled

sowed

misled

mistaken

paid

put

quit

read (/red/)

rent

repaid

reset

rid

ridden

rung

risen

run

said

seen

sought

sold

sent

shaken

shed

shone

shot

shown

shut

shrunk

sung

sunk

sat

slain

slept

slid

smelt/smelled

sown

**English****Tenses of the Verb**

speak  
spell  
speed  
spend  
spin  
spit  
split  
spread  
spring  
stand  
steal  
stick  
sting  
stink  
strike  
strive  
swear  
sweep  
swell  
swim  
swing  
take  
teach  
tear  
tell  
think  
throw  
thrust  
tread  
understand  
wake  
wear  
weave  
weep

spoke  
spelt/spelled  
sped  
spent  
spun  
spat  
split  
spread  
sprang  
stood  
stole  
stuck  
stung  
stank  
struck  
strode  
swore  
swept  
swelled  
swam  
swung  
took  
taught  
tore  
told  
thought  
threw  
thrust  
trod  
understood  
woke  
wore  
wove  
wept

spoken  
spelt/spelled  
sped  
spent  
spun  
spat  
split  
spread  
sprung  
stood  
stolen  
stuck  
stung  
stunk  
struck/stricken  
striven  
sworn  
swept  
swollen  
swum  
swung  
taken  
taught  
torn  
told  
thought  
thrown  
thrust  
trodden  
understood  
waken/woke/woken  
worn  
woven  
wept

win	won	won
wind (/waind/)	wound	wound
withdraw	withdrew	withdrawn
withhold	withheld	withheld
withstand	withstood	withstood
wring	wrung	wrung
write	wrote	written

**Some solved examples before you begin the exercises :**

- (1) Anne is three years old. She (not go) to school.  
Anne is three years old. She does not go to school.
- (2) The ice suddenly (break) and several of the skaters (fall) and (be, drown).  
The ice suddenly broke and several of the skaters fell and were drowned.
- (3) He (dislocate) his shoulder when he (fall off) his horse.  
He dislocated his shoulder when he fell off his horse.
- (4) He (win) the essay competition every year but he never (top) the English examination.  
He wins the essay competition every year but he has never topped the English examination.
- (5) If he (offer) you the position, you (accept) it?  
If he offers you the position will you accept it?
- (6) Please wait a moment. I (ask) the manager whether he can see you.  
Please wait a moment. I will ask the manager whether he can see you.
- (7) I (wear) my new dress tonight. I especially asked the tailor to get it ready before tonight's party.  
I am going to wear my new dress tonight. I especially asked the tailor to get it ready before tonight's party.
- (8) The fruit (look) ripe but you (find) that it is still sour.  
The fruit looks ripe but you will find that it is still sour.
- (9) After they (assure) him that his wife was out of danger, he (leave) the hospital.  
After they had assured him that his wife was out of danger, he left the hospital.
- (10) I (complain) until the matter is put right.

- I shall complain until the matter is put right.
- (11) He (hide) his revolver where he (think) no one could find it.  
He hid his revolver where he thought no one could find it.
- (12) You (remember) the day when we first met?  
Do you remember the day when we first met?
- (13) He (have) a relapse due to overwork. His doctors (expect) it.  
He has had a relapse due to overwork. His doctors expected it.
- (14) No one (contribute) more to science than the present director of the research establishment.  
No one has contributed more to science than the present director of the research establishment.
- (15) Between six O'clock last Tuesday evening and now there (be) eleven false alarms.  
Between six O'clock last Tuesday evening and now there have been eleven false alarms.
- (16) I (repair) my greenhouse for a couple of hours when my father-in-law (arrive).  
I had been repairing my greenhouse for a couple of hours when my father-in-law arrived.
- (17) How long Jane (work) in this department?  
How long has Jane been working in this department?
- (18) By the time the registration of the new candidates is over, the Proctor (sign) 459 forms.  
By the time the registration of the new candidates is over the Proctor will have signed 459 forms.
- (19) He always (manage) to avoid all the hard work.  
He always manages/managed to avoid all the hard work.
- (20) The JMC (plant) trees along all the major roads this year.  
The JMC is planting trees along all the major roads this year.
- (21) The invigilator (catch) him when he (try) to read the message in his cell phone.  
The invigilator caught him when he was trying to read the message in his cell phone.
- (22) David Rubin (translate) twelve stories by Premchand. The translation will be complete by January 2006.

David Rubin is translating twelve stories by Premchand. The translation will be complete by January 2006.

(23) She (type) some letters for her boss when she (hear) about the bomb blasts.

She was typing some letters for her boss when she heard about the bomb blasts.

(24) I (train) my dog to fetch the newspaper for the months now. He still (not learn) it properly. He (pick) the paper but (no bring) it to me.

I have been training my dog to fetch the newspaper for two months now. He has still not learnt it properly. He picks the paper but does not bring it to me.

(25) As he (walk) along the road the boy (see) a tramp trying to steal a burger bun from the bakery.

As he was walking along the road the boy saw a tramp trying to steal a burger bun from the bakery.

#### **Exercise : 1**

Convert the following sentences into singular, ie. the subject should be changed into singular and the verb changed accordingly. The first has been done for you :

1. They respect their teachers.  
He respects his teachers.
2. We play in the evening.  
He plays in the evening.
3. Dogs bark at strangers.  
A dog barks at strangers.
4. We conduct the exams.  
He conducts the exam.
5. We want to ask some questions.  
He wants to ask some question.
6. They believe in ghosts.  
He believes in ghost.
7. The students prepare the stage.  
The student prepares the stage.
8. They get up early.  
He gets up early.
9. The children brush their teeth.  
The child brushes his teeth.
10. Puzzles sharpen our mind.  
Puzzles sharpen my mind.
11. We find it boring.  
I find it boring.
12. Hostellers feel homesick.  
A hosteller feels homesick.
13. Teachers evaluate the tasks.  
A teacher evaluates the task.
14. Ministers take such decisions.  
A minister takes such decision.
15. Stars shine in the sky.  
A star shines in the sky.
16. Wise men speak sensibly.  
A wise man speaks sensibly.

17. Switches turn on lights.
18. Detergents react with dirt.
19. Mules carry pilgrims.
20. Ticket checkers check tickets.
21. They bully their sister.
22. Drawers contain papers.
23. Pressure cookers cook faster.
24. Apples grow on trees.
25. Masons work with bricks.
26. Mountains block the winds.
27. Departmental stores have hidden cameras.
28. Architects design houses.
29. Children love cartoon films.
30. Serious students study regularly.
31. Banks offer loans.
32. Ornithologists study birds.
33. Cartographers make maps.
34. Farmers breed pigs also.
35. Doctors treat patients.
36. Women love shopping.
37. Credit cards make things easier.
38. Kings fight battles.
39. Dictators crush revolts.
40. Parliaments pass laws.
41. Fish breathe through gills.
42. Keys open locks.

#### **Exercise : 2**

Convert the following sentences into (a) negative (b) interrogative :

The first has been done for you.

1. We believe your story.  
(a) We do not believe your story.  
(b) Do we believe your story ?
2. He likes plum cake.  
3. I expect him tonight.

4. He meets her every day.
5. Mother decides the menu.
6. The maid clears the table.
7. This solution removes stains.
8. Trains arrive on time.
9. This water has fluoride.
10. This file contains secret documents.
11. Illustrated books have pictures.
12. Experiments prove this theory.
13. He comes here every day.
14. Busy managers forget appointments.
15. The Board deputes teachers.
16. Students attend his classes.
17. He watches the news on television.
18. Companies sponsor matches.
19. Cheetahs hunt in groups.
20. Newspapers report facts.
21. He washes his clothes.
22. He always tells the truth.
23. He brushes his teeth twice a day.
24. She fulfills all their demands.
25. Peter sells water purifiers.
26. This company needs a manager.
27. They hold a discount sale.
28. Smith writes a weekly column.
29. It makes a difference to me.
30. He offers tea and biscuits to all his visitors.
31. Honesty pays.
32. Factories employ highly qualified engineers.
33. Arthur works very hard.
34. Jane teaches in a primary school.
35. They know the difference.
36. Tiger Woods plays hockey.
37. The cashier tallies the account every day.

38. The butler checks the locks.
39. He likes detective stories.
40. They go out every evening.

**Exercise : 3**

Put the verbs in brackets into their correct tense form : (Present Indefinite or Present Continuous.)

1. This book (be) about people we (see) every day.
2. The P.M. (have) the foresight to avoid a defeat ?
3. The P.M. (seem) unsure whether he (be) the head of a Government or a fountainhead of power.
4. Reporter : You (be) willing to do negative roles ?  
Actor : Yes I (be) willing to try if there (be) a good script.
5. Why the baby (cry) ? He (be) hungry ?
6. My father-in-law (watch) the news right now. He (not like) to be disturbed when he (watch) the news.
7. Vitamin B12 (be) found in fish and milk products.
8. This (not mean) that I (be) lazy.
9. Some economists (believe) that the IMF conditions (be) very harsh.
10. You (not know) how hard it (be) to write a book.
11. His teacher (feel) that he (not take) his studies seriously.
12. Richard (read) a novel by Dickens. I (want) to read it too.
13. You are the only one who (know) what he (need).
14. You (remember) the story I told you ?
15. You (be) scared ? You (worry) about the future ?
16. My niece (prepare) for the IIT entrance test. She (go) for Physics classes in the morning.
17. I (hear) a strange noise in the attic. Let us go and see what (go) on.
18. The clerk (learn) to use the computer. He (seem) to enjoy it.
19. Please (not make) a noise outside this room. We (have) a class.
20. Cuckoos not only (not build) nests, they (lay) their eggs in other birds' nests. They (remove) and destroy the eggs of the bird so that it (not find out) about the extra eggs.

21. John (work) as an inspector. He (inspect) three or four factories every week. He (inspect) a glass factory today.
22. They (think) of building an overbridge here. I (not think) the traffic is heavy enough.
23. The film society (show) two films every month. It sometimes (organise) a film festival.
24. It is 6.30 in the morning. We (be) very busy. My son (get) ready for school, I (pack) his tiffin and my husband (read) the newspaper.
25. Wife : When our son (do) anything wrong, he is mine and when he (do) anything right he is yours !
26. How I (know) why he (come) ?
27. Many respectable people (live) on West Circular Road, but addresses (not be) a guarantee of respectability.
28. The last thing you (find) out about a person (be) their religion.
29. We (not be) Catholics. We (be) Protestants.
30. She (not want) to hear about it.
31. I (not joke), I (be) serious.
32. Why you (wear) that mask today ?
33. Joan (come) to see James this morning. He (not know) why she (come).
34. Why he (call) you 'darling' ?  
Oh ! everybody (call) me 'darling'.
35. What it (prove) except that they are hopelessly out of date ?

**Exercise : 4**

Put the verbs into present simple or present continuous tense.

1. He always (leave) the gate open when he (go). Why you (think) he (do) it ?
2. Della : You (know) that gentleman ?  
Jenny : Yes, he (be) my father's colleague.
3. Paul : You (wait) for someone ?  
Perry : No, I (wait) for the bus.
- Paul : You (not have) a car ?

Perry : I have a car but my wife (need) it today.

John : Steffi (get) up very early in the morning. She (take) the dog for a walk and (water) the plants. She (wake) me up with a cup of tea.

Why you (wear) a rain-coat ? It (not rain).

Large dogs (not bark) as much as small dogs. They (be) much quieter.

You (want) to join our film club ? We (show) two films every month. This month we (show) 'The Bicycle Thief'.

Tracy (work) very hard for her entrance test. She (study) from six to nine in the morning, then (go) to attend classes and (come) back at 2.30 p.m.

Customer : I (look) for a light and warm jacket. You (have) any ?

Shop Assistant : Yes Ma'am. What size you (want) ?

Peter (have) a bath, you will have to wait for a while.

I always (send) him a card on his birthday and he (send) me a card on mine.

You (like) walking ?

I (love) walking.

You (go) alone ?

I usually (go) alone but sometimes my son (come) with me.

I (not go) to college on Saturdays. The students (be) free to go to the library.

Where you (go) ?

I (go) to the departmental store to buy some sugar. I wanted to have tea but there (be) no sugar in the house.

You (be) free tomorrow ? I (need) some help with the cleaning.

No, I (go) to the dentist in the morning but (be) free in the afternoon.

Why mother (make) lemon tarts ?

Gerry (come) tonight. He (like) lemon tarts.

They (remove) all the electricity poles from the middle of the road. They (use) a drilling machine. It (make) a lot of noise.

18. They (seem) to be in a hurry to complete it. A VIP (come) tomorrow ?
19. She always (come) late to the class and (not leave) the class even after the siren.
20. Why you (ask) me the timings ? Why you (not see) the notice board ?
21. Pete : Someone (play) the piano in the next house. He (play) a symphony.  
Pat : You (like) the music of Mozart ?  
Pete : Yes, I (do) when I (understand) it.
22. My wife (want) me to be home by seven. She (get) furious if I (come) late.
23. What the servant (do) ?  
He (wash) the car.  
How long it (take) to wash the car ?  
It (not take) more than half an hour.  
Then why he (take) so long ?  
He (seem) to be doing it rather thoroughly.
24. You (play) chess ?  
I (not like) chess. I (find) it too intellectual.
25. Girls (learn) languages much more quickly than boys.
26. You (see) that tall building over there ? It (be) the Stock Exchange Office.
27. Jennifer (help) mother in the kitchen today. She usually (study) at this time but today some guests (come).
28. How often you (go) to the library ?  
I (go) everyday.  
You (read) newspapers or Chemical Engineering ?  
That (depend) on whether I have a class the next day.
29. Tim and Alex (play) tennis.  
I (wonder) who (win).
30. He (sing) very well but he (sing) only in the bath.
31. Steffi : (on telephone). What you (do) right now, Jana ?

- Jana : I (do) my homework. The teacher (want) it tomorrow.  
Steffi : You always (submit) your homework on time ?  
Jana : I (try) to, I (not like) it when the teacher (scold) me.
32. Why that man (wave) ?  
He (try) to catch the attention of that girl.
33. My husband (leave) everything for the last moment and then (get) irritated when he cannot find something.
34. Why you (wear) a formal suit ? You (go) to a party ?
35. Michael (work) out in the gym every day. He (train) for the 10,000 metre race.
36. My dog is very fond of swimming. He (run) ahead when he (see) a pool and (jump) into the water.

**Exercise : 5**

Put the verbs in brackets into present simple or present continuous form :

1. You (know) what time it is ? If you (not hurry) we will miss the first song.
2. I (wonder) if the audience (realise) how difficult it (be) for actors.
3. She said, “(not be) foolish. We (drive) at 40 mph. You will be killed if you (jump).”
4. The company (make) foam shoes. It (launch) its latest model today.
5. If a charged particle (undergo) accelerated motion, it (radiate) energy.
6. What you (wish) me to sing ? I (not know) any new songs.
7. I (go) out to buy a carton of milk. You (want) anything ?
8. Paul (be) a detective. He (work) on a very important case these days.
9. Please (not talk) for a minute. He (want) to think.
10. The nature of cathode rays (not depend) upon the nature of the gas.
11. George (read) the new novel by Ken Follett. He (seem) to be enjoying it.

12. Noble gases (be) stable because their outermost orbit (contain) 2, or 8 electrons.
13. You (own) an apartment in Paris ?
14. Palash (not see) himself as a typical Hindi film hero.
15. Anything which (occupy) space and (have) mass (be) called matter.
16. Mercury (be) the only metal which (exist) in liquid state at room temperature.
17. Ministers (be) like small children. They (act) on impulse.
18. It (be) a curious fact that something which (be) wrong from every other point of view can be right politically.
19. What 'meta' (mean) ?  
It (mean) 'with' or 'after' or sometimes 'beyond'.  
I still (not understand).
20. She (be) very level-headed. She (not get) angry or emotional.
21. You (spell) your name with a double 'o' or 'u' ?
22. How you (keep) your face so straight ?  
It (be) what I (be) paid for.
23. Politicians never (believe) anything they say themselves and naturally cannot believe anything anyone else (say).
24. Mrs. White (be) quite religious but she (be) quite cheerful.
25. Socialism (be) a product of the modern world. It (have) no precedent in the ancient world.
26. She (look) a lot better today. She (not seem) the same at all.
27. You (be) very right, I (be) a victim of fate.
28. What she really (want) ? I hope she (not want) me to examine her dog.
29. Just as the word 'jumbo' (refer) to an elephant, the word 'polly' (refer) to a parrot.
30. He (get) emotional when he (think) about those times.

11. The house (take) longer than I expected. We still (work) on it. The carpenter (make) the brackets and pelmets.
12. Many English words (be) a fusion of two or more other words. The fusion (take) place within English itself; for example, smog, motel, etc.
13. What all those people (do) up there and why all of them (wear) such strange glasses ?  
They (watch) the solar eclipse. This (be) the first total solar eclipse of this century.
14. What you (cook) for dinner ? It (smell) delicious.
15. An acronym (be) a word which (be) made up of the initial letters of several words as in RADAR.

**Exercise : 6**

Put the verbs in brackets into the Present Perfect or the Present Perfect Continuous Tense.

- A biscuit is a bread or cake that (be bake) twice.
- Left-handers (be) always an object of superstitious beliefs.
- The calf (breathe) fast and (run) a temperature for three days.
- Will you please tell me why you (come) ?
- Practically all the poetry he ever (write) is about women.
- He (ride) since he was twelve years old. He (ride) more than twenty winners.
- I (hear) of him but I never (meet) him.
- I (lie) here for ages and ages and no one (come) to attend to me.
- I (have) measles once so I cannot have it again.
- A stockbroker, George, (miss) since March, 21.
- What (happen) is that the awards (become) a farce.
- I (be) always interested in rocks and stones.
- The young actor (decide) that he (have) enough of villainous roles.
- Researchers (isolate) a protein from the malarial parasite to produce a new anti-malarial drug.

15. He (try) to learn German for six months. He (not succeed) yet.
16. My sister (live) in Canada for two years. She (not get) Canadian citizenship yet.
17. I (write) this book for the past eight months. I (complete) ten chapters.
18. I (train) my dog to do tricks. He (learn) to fetch the paper but he (not learn) to walk on his hind legs.
19. John (stay) with his uncle since January. He (not shift) into his apartment yet.
20. A man (collapse) on my door-step. I (call for) the ambulance.
21. It's nearly midnight. Where you (be) all evening ?
22. You (read) Tennyson's 'Idylls of the Kings' ?
23. Between 11 O' clock last night and 5 O' clock this morning, there (be) twenty-one calls on this number. I (trace) most of them to a number in New Jersey.
24. How many times I (tell) you to wipe your feet ?
25. Mason (collect) used batteries for five years. He (collect) so many that he doesn't know where to keep them.
26. Bollywood actor Fardeen Khan (be arrest) under section 21.
27. He (look) for his wife's diary since yesterday. His wife (hide) it really well.
28. You (hear) him sing 'My Love is like a Tulip' ? I (not have) the advantage.
29. Blue star (launch) a new range of ACs.
30. Paul (follow) Mr. Smith for three days. He (not do) anything suspicious yet.
31. Jack and Jill (plant) maple trees all round their house. They already (grow) to a height of ten feet.
32. I (be) through a great strain. I (have) a bad shock.
33. He (not take) the pains to even shave properly. He (come) to the interview straight from the bus-stand.

34. Mrs. Green (take) hobby classes since her son left for college.
35. The phone (ring) for the past five minutes, why somebody (not answer) it ? Where is the butler, who (allow) him to take a day off ?

*Exercise : 7*

Put the verbs in brackets into the Present Perfect or the Past Simple Tense :

1. He (work) in this company for two years and then (leave).
2. Over the years I (speak) to many people who (fail) in business and career. A lot of reasons for the failure (be given).
3. When you (be) at school, you (have) many friends ?
4. I (buy) a greeting card but I (not post) it yet.
5. I (buy) some greeting cards when I (go) to Big Shopper yesterday.
6. Mr. Barlow (teach) in this university for twenty years. He then (opt) for retirement and (go) to live in Spain.
7. You (be) to Sikkim ?  
Yes, I (go) there on a school tour last year.
8. You (read) any of the Harry Potter books ?  
Yes I (read) one last month. I (borrow) it from the library.
9. When Mr. Barlow (come) to India last winter he (stay) in Hotel Jai Mahal Palace.
10. They (cut off) our telephone connection. They say we (not pay) the bill for the month of November, 2000.
11. Tom (ring) the bell and (bang) on the door but they (not open) the door as they (be) gagged and bound.
12. Mr. Brown first (meet) Mr. Black in 1989. He (know) him for twelve years now.
13. I (give) you £ 100 last week to buy your books. What you (do) with that money ?
14. "When they last (do) any work ?"  
"About twelve years ago", the farmer (reply)  
"Twelve years ! They (be) down here all this time ?"

15. Their quality of printing (improve) a lot since they (install) the German press.
16. What the doctor (recommend) for your back-ache ?
17. She (promise) she would meet me at the library at 9 O' clock. It is 10.30 and she (not come) yet.
18. You (attend) the prayer meeting last Sunday ?  
No, I (have) to go to Manchester.
19. The new assistant (get) any references from his past employers ? Or you (keep) him without any certificates ?
20. Why you (decide) not to join Wipro ? It (be) a good offer.
21. Robin (dismiss) his secretary. He is looking for a new one. He (advertise) the post in the local newspapers.
22. Mr. Stewart (migrate) to Canada in 1962. Since then he (stay) there.
23. The Chinese (discover) silk. They (keep) it a closely guarded secret.
24. The number of stray pigs (grow) enormously in the last few months. The residents (write) to the municipality but they (not do) anything yet.
25. Mr. Parker (quarrel) with Mrs. Parker and (leave) the house. He (be, gone) for a month now. She (report) the matter to the police but (not find out) anything about his whereabouts.
26. Mr. Parker (buy) a ticket to Poland and (go) there on the first flight.
27. He (have) ten cups of coffee since morning. He just (have) an operation for ulcers and coffee is not good for him.
28. You (see) the film 'Titanic' ?  
Yes I (see) it three times.  
Then you can tell me, what Kate (say) to her fiancé when he (scold) her for dancing with the crew ?
29. Your telephone (be, repair) ?  
No, I (lodge) a complaint three days ago, there (be) no action yet.

30. Alexander (cross) the river Jhelum to enter India. He (fight) a battle with Porus and (capture) him.
31. You (read) all the books by Dick Francis ?  
No, I (not read) his autobiography.
32. Which party you (support) in the last election ?  
I (support) the Labour Party and they (win) the election with a record margin.
33. You ever (drive) the luxury model of Mercedes ?  
Yes, I (drive) it when I was working for Mr. Mascarenhas. I (drive) all kinds of cars.
34. What they (do) about the infiltration from across the Bangladesh Border ?  
They (increase) security and (build) a live-wire fence.
35. You (take) part in Dumb Charades ?  
Yes, our team (win) the second prize.
36. Our neighbours just (acquire) a Dalmatian pup. Last night he (bark) all night and (not let) us sleep at all.
37. We usually (not attend) the classes after lunch or if we (do) attend, we (sleep). That is why we (get) such low marks in Physics and Maths II.

**Exercise : 8**

Put the verbs in brackets into the Present Perfect or the Present Perfect Continuous Tense. :

1. She (try) to get over the fear of driving for the past one year. She (not succeed) yet.
2. Jack (be) on a strict diet for six months. He already (lose) six kilos.
3. The children (watch) television all morning. They (not even have) their breakfast.
4. Paul (look) for a job. Perry (promise) to help him.
5. The dog (sleep) for four hours. You (give) him a sedative ?
6. She (threaten) to complain about the felling of trees. She already (draft) the letters she is going to send.
7. Mrs. Jones (teach) English for seven years. She says she never (meet) such a creative batch.

8. Mr. Simon (work) on the applications of artificial intelligence for three years. The university (give) him a one-year extension.
9. Richard (invent) a debugging device. The device (be) named after him.
10. Della (try) to get a work permit since she finished her diploma. The authorities now (give) her a temporary permit.
11. I (train) my parrot to say 'how are you'. It (learn) to say 'how'.
12. It (rain) all day. The level of the local reservoir (rise) by two feet.
13. She (help) us with posting fictitious roll numbers on the answer sheets. She (post) numbers on more than two thousand sheets.
14. Margo (eat) all the cherries. She (not even put) the stones into the dust-bin.
15. The Principal (issue) a warning to all the students who (bunk) classes regularly.
16. The new Mayor (order) all the encroachments to be removed. He (give) the shopkeepers a month's notice.
17. Washing (become) so easy since the invention of the washing machine. Our machine (give) us trouble free service for three years.
18. Something (go) wrong with our metal detector. We (send) it to the mechanic.
19. Divers (search) the wreckage of the Titanic for years. They (not find) the cause of the disaster.
20. Della (collect) hair-pins since she was five. She (collect) hundreds of them.
21. A voluntary organisation (take up) the job of vaccinating stray dogs. They (vaccinate) all the dogs of two localities.
22. I always (believe) that sincerity pays.
23. Four taxis (run) to and fro since the morning and some of the guests still not (arrive).

24. The Chief Justice (order) a probe into the bribery case. He (ask) the committee to submit the report within fifteen days.
25. We (use) steel utensils ever since I know. Now experts (declare) that steel contains carcinogens.
26. I think I (invite) everybody. Just check the list to see if we (leave) out someone.
27. Doctor : You (take) all the precautions I advised ?  
Patient : Yes, I (walk) 3 kilometers, (drink) 10 glasses of water and (take) aspirin tablets every day for the past one month.
28. The expert committee (recommend) that the weightage of Humanities should be increased. They (constitute) a five member committee to work out the details.
29. You (see) my glasses anywhere ? I (look) for them since yesterday.
30. He (tell) her to hire a maid for cleaning but she (resist) it till now.
31. The employees (file) a case against their dismissal. The case (go) on for six months now, the court (not reach) a verdict yet.
32. They (suspend) the clerk who misbehaved with the Director. He (threaten) to go to court.
33. Pete says he (see) lights in that house. As far as I know nobody (buy) that house.
34. Chairman : We (have) enough discussion, we must come to some conclusion.
35. Ever since she joined the college she (try) for a promotion.

**Exercise : 9**

Convert the following sentences into (a) negative  
(b) interrogative. The first has been done for you :

1. He realised the importance.  
(a) He did not realise the importance.  
(b) Did he realise the importance ?

2. He completed the job.
3. They went to the museum.
4. Peter let the snake go.
5. The train passed through a tunnel.
6. He left the gate open.
7. He sat on the floor.
8. The car made a strange noise.
9. The horse won the race.
10. The cow kicked the doctor.
11. John went on with the scheme.
12. The surgeon removed the tumour.
13. The dentist pulled out the infected tooth.
14. They cancelled the meeting.
15. He held the baby.
16. The Professor discussed the budget.
17. Bertie needed your help.
18. The millionaire left his money to charities.
19. He used the funds wisely.
20. Gally recommended stealing the picture.
21. We danced all night.
22. The Prince married Cinderella.
23. Her sisters tried the slipper.
24. The contractor bribed the officer.
25. The nurse cleaned the wound.
26. Della refused to come.
27. The bulldog chased the postman.
28. The postman climbed a tree.
29. He wrote down the number.
30. The D.G. ordered an enquiry.
31. He saw the advantage.
32. Jimmy learnt skating.
33. The I.G. reopened the case.
34. His aunt demanded an explanation.
35. The motorist offered a lift.

16. The elevator broke down.
17. They insured their house.
18. The telephone rang.
19. The minister watched the morning news.
20. The secretary smiled.

**Exercise : 10**

Put the verbs in brackets into the past simple or the past continuous tense. :

1. The car (move) slowly so he (jump) out.
2. He (stop) talking and we (drive) in silence for a while.
3. He (not answer) my question. I (get) out of the car, (lift) my bag and (put) it on my shoulder.
4. Perry (try) to open the jammed window when a cockroach (jump) onto him.
5. Steven (wait) for me in the dark. When I (come) in he (switch on) the light.
6. The bus (start) moving as he (get) off.
7. It (not surprise) me when my teenage daughter (find) a job.
8. There (be) a family of rabbits who (live) near a pack of wolves. The wolves (announce) that they (not like) the way the rabbits (live). One night several wolves (be kill) in an earthquake. They (blame) the rabbits for this. On another night one wolf (be kill) by lightning and they (blame) the rabbits for this also.
9. The digital revolution (not start) with the compact disc. The present digital world (become) possible when scientists at Bell Labs (invent) the transistor.
10. When the policeman (stop) me for speeding, I (drive) at 76 km/ph.
11. She (prepare) dinner when she (hear) an explosion. She (think) it was her pressure cooker.
12. The burglar (hide) behind the curtain when he (hear) foot-steps. He (see) a man come into the room, but it (not be) the owner of the house, it (be) another burglar!

13. I (go) into the garden to see what my dogs (do). The older one (sleep) and the younger one (tear) a stuffed toy that (belong) to the neighbour's child.
14. Steffi (play) the final match when she (hurt) her ankle.
15. She (go) to the garden to find some herbs for the dish she (prepare).
16. When James (come) home this evening he (notice) the following scene :  
the baby (cry) loudly,  
the ayah (scream) and his wife (try) to chase a cockroach with a cushion.
17. He (not come) here yesterday. He (go) to visit his aunt instead.
18. I (stay) in London for three weeks and never (see) the sun.
19. The two dogs (fight) and their owners (try) to separate them.
20. Why you (touch) the cooler without cutting off the current ? Who (ask) you to clean it anyway ?
21. Anna (look) very tired, she (not put up) any fight. She (lose) the match easily.
22. The teacher (explain) the psychology of 'back-benchers' but they (not listen); they (doze)
23. My mother (not permit) me to go out alone till I (be) sixteen.
24. The bulldog (chase) monkeys when one of them (bite) him.
25. I (try) to call at least five times today but every time the phone (be) engaged. Who you (talk) to ?
26. The lioness (pounce) upon the zebra and (kill) it. She then (drag) the carcass to her den where her cubs (wait) for her.
27. I (take) my nephew to the police station last week. They (show) him how finger prints were taken.
28. When we (enter) the court-room Mason (cross-examine) the waitress.

29. When James (arrive) the family (sit) around their sick pet. They (be) very happy to see him.
30. His colleagues often (advise) him to control his temper but he never (listen).
31. Mrs. Drake (hear) a noise at 2 a.m. She (get) up and (dress) and (go) to the window. What she (see) there (frighten) her.
32. Pat and Joan (decide) to rearrange their drawing room. They (change) the curtains, they (shift) the sofa to the left and (put) a settee in its place. They (not change) the position of the clock and the painting.
33. Nobody (recognise) him because he (wear) a false beard.
34. The police (catch) the smuggler they (look) for ?
35. The sales girl (call) to say that the Discount Sale (start) the next day.
36. Pat (meet) Paul after a very long time. They (be) in the same batch in college. Paul (study) Mechanical Engineering while Pat (do) his Bachelor's in Civil Engineering.
37. When Inspector Davy (open) the door of No. 18, Miss Marple still (sit) by the window.
38. Detective : What you (do) between 9 and 11 last night ?  
Bertie : I (watch) a late night movie on television.
39. How you (enter) my house ? Who (open) the door for you ?  
My wife (open) the door for me. She is your niece.
40. Miss Street (walk) along the beach when she (see) a girl waving her arms. She (think) the girl (drown) so she (call) the coast-guard.
41. When he (see) the advertisement in the newspaper he (decide) to apply for the job. He (write) a letter and (post) it. As he (come) back from the post office he (look) for a tobacco shop to buy some cigarettes.
42. There (be) no tobacco shop for miles around so he (decide) to open one himself. His business (flourish) and he soon (open) a chain of tobacco shops.

43. When I (buy) this watch in 1989 it cost £ 10. If I (want) to sell it now, I would get £ 100 for it.
44. My eyes (take) some time to adjust to the darkness. Then I (see) that the door (lead) to a store-room.
45. I (stand) still, shocked. The roofs of the houses (be blow) off.
46. Paul (invite) them to sit down and (apologise) for the delay.
47. They (not want) apologies, they (want) to know the cause of the delay.

**Exercise : 11**

Put the verbs in brackets into the past simple, past perfect, past continuous or past perfect continuous tense. :

1. A woman (come) to the veterinary clinic and (say) that her dog (swallow) a ball. The vet (open) the dog's mouth and (look) inside.
2. Della (lean) her elbows on the table and (cup) her chin in her hands while her eyes (roam) over the room. She (feel) she (need) a little time.
3. After they (take) her permission, two men with spades (go) into the garden.
4. Anna suddenly remembered that she (leave) her bag in the bus.
5. My father (not murder) her. It (be) somebody else who (want) it to seem that my father (do) it.
6. Dr. Harvey (ask) his secretary whether she (dispatch) the letter.
7. ✓ She only just (go) into her room upstairs when she (remember) that she (forget) something. She (come) down to find it.
8. When you (marry) Lord Horner you (commit) bigamy. You (not think) of getting a divorce ?
9. Inspector : The girl (hear) anything ?  
Maid : As far as I know she (not hear) anything. She already (go) when the quarrel took place.

10. ✓ The house (belong) to her great uncle and then to her uncle and when he (die), it (be leave) to her and her two sisters who (come) to live there.
11. They (find) her body 30 miles from here. She (miss) for three weeks.
12. This (not be) the first murder he (commit).
13. She (want) to think over the new facts that she (come) to know.
14. I (hope) I would have the courage to ask for £ 100 more than my present job (pay) me.
15. If we (search) more carefully, we would have found it.
16. He (say) that he (need) some money as he (lose) his purse.
17. We already (send) invitations to most of the people when he (break off) the engagement.
18. Mrs. Brown (not know) the man, she never (see) him before.
19. By the time we (call) the zoo keeper, the blue bull (destroy) our garden.
20. The old lady (cross) the road when a jeep (hit) her.
21. The woman who just (pass) by (listen) to our conversation.
22. She (not be) anyone I ever (see) before.
23. The General (know) that the unthinkable (happen).
24. The bear (stand) on her hind legs sniffing at us. We (stand) still.
25. Quite by accident Mrs. Smith (discover) eight or ten books on gangsters which Mr. Smith (put) in the closet.
26. When I first (meet) him he (write) a novel titled 'So you have seen'. He (work) it out from the familiar expression 'See you soon'. He (not finish) it just as he never (finish) any writing.
27. Jane and I (follow) the herd for several days. There (be) about 40 elephants in all.
28. Five years ago I (need) an accountant. The man I (hire), his name (be) Harry, (be) only 26.
29. He (know) nothing about the printing business and yet when one and a half years ago I (retire) I (make) him the General Manager.

30. He (not utter) three words before the psychiatrist (realise) why he (be bring) to his clinic.
31. For months I (eat) at a small cafe trying to save money. The place (not be) clean, the food (not be) good. One day a friend (persuade) me to come to one of the best restaurants. He (order) business lunch and so (do) I. I (be) amazed at what I (get). good food, good service, good atmosphere for just a little more than I (pay) at the cafe. I (learn) a big lesson.
32. That morning Samson (feel) more than ever the need of the support he (left) behind.
33. Arthur (pace) to and fro trying to find a solution. He (do) this for an hour or so when an idea (strike) him.
34. A man called Jojo (stalk) Martina for some time. She (report) the matter to the police. The police (find out) that the man (be) out of his mind.
35. The task of judging the pets (be, give) to the district nurse. She (look) carefully at the competitors.
36. John (wear) the same tattered old coat but today I (notice) that both socks (be) the same colour.
37. I (know) he (think) of the times when these horses (pull) the plough, (draw) the hay, and (do) all the hard work that tractors now do.

**Exercise : 12**

Choose between will and be going to for the verbs in brackets :

1. Oh ! I forgot to book the gas. I (do) it now.
2. You (have) a cup of tea ?
3. This is the third time the bill is incorrect. I (see) the manager about it.
4. I (start) checking the answer-sheets today. It's already been delayed.
5. If you find any mushrooms I (cook) them.
6. I (plant) some trees while the house is being constructed.
7. He is late again. I (warn) him this time.
8. The company salesman (come) and demonstrate it if you want.

9. From now on Pete (walk) the dog and Sam (feed) the chickens.
10. This car has already done 80,000 km. We (sell) it.
11. We (sell) the car as soon as we buy a new one.
12. Pete and Sam (divide) the work between them.
13. I have lots of pending work but I (not miss) this movie.
14. You (wear) a white dress for picnic ?  
Yes, and I (keep) it clean.
15. If you ask her she probably (refuse).
16. Branded tomato ketchup is very expensive. I (make) it at home.
17. If his secretary does not remind him, he (forget) he has to go home.
18. Pete : When you (pay) the electricity bill ? Its already overdue and they (disconnect) it in a day or two.  
Sam : I (pay) it when I have the time and the money.
19. We can't change the schedule now, how I (inform) everybody ?
20. What time you (arrive) tomorrow ? I (plan) my day accordingly.
21. If it rains we (not have) to water the plants. In that case we (have) time to go to the market.
22. He (not believe) you if you tell him the sun is hot.
23. Molly perhaps (complete) the design today. Then Gerry (fix) the position of columns and beams.
24. What you (do) with the money you win here ?
25. Sharon says she (take) her kids to Florida if she wins a million dollars.
26. The doctors first (check) the reports of angiography. They then (decide) whether surgery is required.
27. I wonder where we (be) this time next year.
28. Next time Sam asks for my bike I (refuse).
29. When Della visits us we (ask) her to complete the painting.
30. Why are you carrying that cutter ?

- 1 (prune) my bonsais.
31. What you (do) when you retire ?
- 1 (start) an NGO for old and disabled people.
32. Mother : Dick has broken the window pane.  
Father : Well, boys (be) boys.
33. I have told you once that I (not invite) her and that is final.
34. Why are you buying so many pencils and notebooks ?  
I (distribute) them among the slum children.
35. I think I (arrange) some cut flowers on the table. It (make) the room look brighter.

**Exercise : 13**

Put the verbs into the future perfect tense. :

- ✓ They (complete) the renovation of the fort by the next tourist season.
2. The meeting (end) by the time we reach there.
3. The West Antarctica ice-sheet is melting. By 2005 the level of the sea (rise) by 20 feet.
4. On the 5th of December he (be, marry) for 20 years.
5. Half the film (be) over when they reach the theatre.
6. When Paul reaches Trox Island he (swim) 250 miles.
7. Please come half an hour later. I (finish) the vivas by then.
8. The rate at which we are consuming the pickle, we (finish) it before the next season.
9. By the end of this session a teacher (deliver) the same lesson 42 times.
10. The film club (collect) £ 15,000 by March 31.
11. Our family (pay) £ 1,00,000 in taxes by this June.
12. Hopefully I (get) my license when you come next, then I can drive you around.
13. The porcupine (break) four cages made for her when she breaks this one.
14. When you come again I (train) my seal to jump through the ring.
15. By the time Pete comes to help us, we (do) all the cleaning.

16. In ten years time all these houses (be, convert) into apartment blocks.
17. By 2025 we (consume) all the oil reserves in the world.
18. The maid breaks one or two cups every day. At this rate she (break) my whole set within a week.
19. After this time, I (read) 'Atlas Shrugged' seven times.
20. In two days we (see) everything important in Paris. We will then move on to Switzerland.
21. The smuggler (kill) 2000 elephants and (cut down) thousands of sandalwood trees by the time he is caught.
22. By this year's annual performance appraisal, Kelvinator (sell) 5 million refrigerators.
23. By next March our forex reserves (go) down by 10%.
24. I have left my eight year old son at home. By the time I go back he (make) a mess of the house.
25. By the end of the year Spy Tele-links (install) 30 towers all over New Delhi.
26. Professor Stuart (supervise) 25 theses by the time he retires.
27. If we take him to hospital it will take at least 40 minutes. He (lose) a lot of blood by then.
28. He has been collecting used batteries since he was ten. When he is 25 he (collect) half a million.
29. By the end of this examination I (ask) the same question 120 times.
30. If the new commissioner is so strict he (remove) all the beggars and squatters from the streets by the end of his term.