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**ENGLISH GRAMMAR:
TENSES IN THE ACTIVE VOICE**

МІНІСТЕРСТВО ОСВІТИ І НАУКИ УКРАЇНИ
ДВНЗ «ПРИКАРПАТСЬКИЙ НАЦІОНАЛЬНИЙ УНІВЕРСИТЕТ
ІМЕНІ ВАСИЛЯ СТЕФАНІКА»
ФАКУЛЬТЕТ ІНОЗЕМНИХ МОВ
КАФЕДРА АНГЛІЙСЬКОЇ ФІЛОЛОГІЇ

ENGLISH TENSES: ACTIVE VOICE

НАВЧАЛЬНО-МЕТОДИЧНИЙ ПОСІБНИК

З ГРАМАТИКИ АНГЛІЙСЬКОЇ МОВИ

ДЛЯ СТУДЕНТІВ І КУРСУ АНГЛІЙСЬКОГО ВІДДІЛЕННЯ

Івано-Франківськ, 2019

УДК 81'36:811.111

ББК 81.2Англ.-я73

М 62

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Рекомендовано до друку

Вченою радою факультету іноземних мов

Прикарпатського національного університету

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М 62 English Tenses: Active Voice / Навчально-методичний посібник з граматики англійської мови. Для студентів I курсу англійського відділення / уклад. Марчук Т.Л., Мінцис Е.Є., Мінцис Ю.Б. – Івано-Франківськ, 2019. – 117 с. – Англ. мовою.

Навчально-методичний посібник має на меті підвищення якості філологічної підготовки та розвиток граматичних навичок студентів англійського відділення факультету іноземних мов.

Посібник охоплює граматичні теми, які стосуються часових форм англійського дієслова (активний стан). Кожен розділ складається з теоретичної та практичної частини, а також містить чимало завдань для самостійної роботи. Окремий розділ (Language Terminology) ознайомлює студентів зі спеціальною термінологією, що застосовується у курсах практичної та теоретичної граматики.

Матеріал посібника можна широко використовувати у вищих навчальних закладах України, на факультетах підвищення кваліфікації вчителів, а також на заняттях у середніх школах із поглибленим вивченням англійської мови.

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LANGUAGE TERMINOLOGY

1. Parts of Speech

PART OF SPEECH is a class of words based on the word's function, the way it works in a sentence *The notional parts of speech* are noun, verb, adjective, adverb, pronoun, *the functional parts of speech* are preposition, conjunction, and interjection.

NOUN – a word like *oil, memory, arm*, which can be used with an article. Nouns are usually the names of people or things. Personal names (*George*), and place-names (*Birmingham*) are called *proper nouns*, or *proper names*; they are usually used without articles. A noun which is not a proper name (*e.g. car, idea, guitar*) is a *common noun*. *Collective noun* is a singular word used to refer to a group (*e.g., family, team*). *Concrete noun* is the name of something, which we can experience by direct physical contact or perception (*e.g., cloud, petrol, raspberry*). *Abstract noun* (the opposite to a concrete noun) is the name of something which we experience as an idea, not by direct physical contact or perception (*doubt, height, geography*). *Countable noun* is a noun like *car, dog, idea*, which can have a plural form, and can be used with the indefinite article *a/an*. *Uncountable noun* is a noun which has no plural form and cannot normally be used with the article *a/an* (*e.g. mud, rudeness, furniture*). Nouns can have *singular form* – a grammatical form used to refer to one person, thing, idea, etc. (*bus, book*) or to and uncountable quantity (*water, oil*) and *plural form* – a grammatical form referring to more than one of a particular noun (*buses, books*); *common case* – the ordinary base form of a noun (*cat, moon, house*) and *possessive/genitive case* – function of an inflected form of a noun (*Santa's, the boss's, parents'*) showing ownership, measurement, or source. In addition to the *-s* ending the possessive can be expressed with *of*, particularly when the possessor is not alive (*the top floor of the building, the base of the statue*).

VERB – is a word like *ask, wake, play, be, can*, which can be used with a subject and can denote actions or states. Verbs can be *regular* (forming Past Simple

and Past Participle with a help of **-ed**: *worked, robbed, turned*) and *irregular* (not following the normal rules: *swam, swum; fell, fallen*); *transitive* (those that can take an object: *eat (a meal), drive (a car)*) and *intransitive* (those that cannot have an object or be used in the passive (*come, rise, lie*). Verbs can have **1) tense**, a verb form which shows the time of an action or event (present – *sits, is sitting*; past – *saw, had seen*; future – *will take, will be singing*); **2) voice**: *Active Voice*, which shows that the subject denoting a person or thing that performs the action is responsible for what happens (*breaks, told, will help*) and *Passive Voice* whose form is made with *be + Past Participle*. The subject of a passive form is usually a person or thing affected by the action of the verb: *Tom was sent to prison for five years*; **3) aspect**, the use of verb form, which shows whether an action was going on at a particular time (progressive/continuous aspect: *it was raining, he is reading*) or whether it had been completed (perfective aspect: *it had rained*)

ADJECTIVE – is a word like *green, hungry, impossible*, which is used when we describe people, things, events, ideas, etc. Adjectives are used in connection with nouns and pronouns (e.g., *a green apple, I'm hungry*). *Gradable adjectives*: *pretty, hard or cold*, etc. Things can be *very, rather, more or less* pretty, hard or cold. *Ungradable adjective*: those, which cannot be used with the abovementioned words (*perfect, dead*). Adjectives can have *comparative degree* (*funnier, more beautiful, better*) and *superlative degree* (*the funniest, the most beautiful, the best*).

ADVERB – is a word like *tomorrow, once, badly, there, also, beautifully*, which is used to say, for example, when, where or how something happens. There are very many kinds of adverbs with different functions. Qualifying adverbs can have *comparative degree* (*harder, more quickly*), *superlative degree* (*the hardest, the most quickly*).

PRONOUN – a word that can function as a noun/noun phrase (*he, it, this*). There are various types of pronouns:

- Personal pronouns (e.g., *he, they*)
- Demonstrative pronouns (e.g., *this, these*)

- Interrogative pronouns (*e.g., which, who*)
- Indefinite pronouns (*e.g., someone, none, several*)
- Possessive pronouns (*e.g., his, your*)
- Reciprocal pronouns (*e.g., each other, one another*)
- Reflexive pronouns (*e.g., myself, ourselves*)

VERBALS - (*the Infinitive, the Gerund, the Participle*) form the system of non-finite forms of the English verb. E.g., *We expected our team **to win** (Infinitive); They are fond of **playing** tennis (Gerund); **Having bought** the tickets they went to the theatre (Participle).*

PREPOSITION – a word which expresses relationship of a noun or a pronoun to other words of the sentence (*e.g. in, of, to, at, by, for, with, under, above, into, onto, upon, about, behind, etc.*). There are *prepositions of time* (**in** March, **on** Monday, **at** 5 o'clock), *prepositions of place* (**in** the hall, **on** the table, **at** the station), *prepositions of direction* (**through** the forest, **into** the room, **toward** her), and *prepositions for agent, instrument, device* (**by** Shakespeare, **with** a hand, **by** car, **with** a hammer).

CONJUNCTION – a connective/linking element, which serves for joining clauses and phrases together (e.g., *I rang **because** I was worried about you. I bought the tickets **and** got on the bus.*)

INTERJECTION – a word, which conveys emotions in an abrupt and exclamatory way (e.g., ***Wow**, this is such a pleasant surprise! **Whoops**, I dropped the milk and it spilled!*).

2. Parts of a Sentence

PRINCIPAL PARTS – subject and predicate.

SECONDARY PARTS – object, attribute, adverbial modifier.

SUBJECT – a principal part of a sentence which denotes the doer of the action or what (whom) the sentence is all about (e.g., ***Helen** broke another glass today. **Oil** floats on water.*)

PREDICATE – the other principal part of a sentence, which denotes an action performed by the subject or its state (e.g., *Helen **broke** another glass today. Oil **floats** on water*).

PREDICATIVE – a nominal part of a compound predicate (e.g., *The film is **entertaining**. Seeing is **believing***).

OBJECT – a secondary part of a sentence denoting the person or thing that receives the action of the verb. It is the ‘who’ or ‘what’ that the subject does something to. Object can be *direct* (e.g., *He played **the drum***) and *indirect* (e.g., *Ann gave **me** a watch*).

ATTRIBUTE – a secondary part of a sentence, which qualifies a noun, a pronoun or any other part of speech that has a nominal character (e.g., *She is a **pretty** girl. We saw **picturesque** places in the mountains*).

ADVERBIAL MODIFIER – a secondary part of a sentence, which modifies a verb, an adjective or an adverb. According to their meaning, there are adverbial modifiers of:

- time (e.g., *We are going to meet **tomorrow**. **Having finished** the story, he published it*)
- frequency (e.g., *They **often** bothered him*)
- place and direction (e.g., *We looked for her **everywhere**. **Among the hills**, Martin and Ruth sat side by side*)
- manner (e.g., *He did the job **excellently**. She **quickly** left the room*)
- attendant circumstances (e.g., *The carriage rolled along the street, **clattering over the stones**. She left the room **accompanied by other children***)
- degree and measure (e.g., *It is **rather** good. It weighs a **pound***)
- cause (e.g., ***Being to small**, I wasn't allowed to go there on my own. **Having a perfect resume**, Jane was hired*)
- result (e.g., *He is too fond of the son **to abandon him**. She is smart enough to do this **challenging job***)

- condition (e.g., ***But for your help*** I wouldn't have coped with the job.

Time permitting, I will drop in)

- comparison (e.g., He looked back ***as if trying to say something***. His wife's face flushed and contracted ***as though in pain***)

- concession (e.g., ***Though frightened*** he didn't run away. ***No matter how tired I was***, I kept on walking)

- purpose (e.g., He sometimes walked with us ***to show us the boats***. She stepped aside ***for them to pass***).

The Present Indefinite Tense (The Present Simple)

The Present Indefinite Tense (The Present Simple) merely shows that the action takes place in the present. The form of the verb shows no indication as to its duration or completion.

1. The formation of the Present Indefinite.

The Present Indefinite is formed from the infinitive without the particle *to*.

Infinitive: *to read*

Present Indefinite: *I read*

In the third person singular the ending *-s* is added.

Infinitive: *to write*

Present Indefinite: *he writes*

After a sibilant represented in spelling by *s, ss, ch, sh, ich, x, z* and after the vowel *o*, *-es* is added:

Infinitive: *to watch*

Present Indefinite: *he watches*

A final *y* is changed into *i* if it is preceded by a consonant and then *-es* is added:

Infinitive: *to study*

Present Indefinite: *he studies*

After a vowel *y* is kept unchanged:

Infinitive: *to play*

Present Indefinite: *he plays*

The interrogative form of the Present Indefinite is formed by means of the auxiliary verb *to do* in the Present Indefinite and the infinitive of the notional verb without the particle *to*.

(question word) + auxiliary verb + subject + predicate + object + adverbial modifier:

Why do you have to learn all these silly languages, like English?

The negative form of the Present Indefinite is formed by means of the auxiliary verb **to do** in the Present Indefinite, the negative particle **not** and the infinitive of the notional verb without the particle **to**.

subject + auxiliary verb+ negative particle not + predicate + object + adverbial modifier:

The first problem that occurs to me is that I do not own a scale.

2. The Use of the Present Indefinite.

The Present Indefinite is used to denote:

1. The universal truths, something which is eternally true:

Water freezes at 0°C.

2. Repeated habitual actions, shown by adverbials such as **every day, often,**

usually, always, sometimes:

We have an ethics video we watch every year and a class we have to go through.

3. An action permanently characterizing the subject in present:

We know that he speaks and works against terrorism groups like Al Qaeda or the Taliban.

4. Actions going on at the time of speaking:

a) instead of the present continuous with verbs which can not be used in the continuous form, **e.g. love, see, believe etc.:**

I believe that I know a great deal without knowing what I know.

b) when the speaker does not emphasize the progress of the action but merely states the fact:

In quiet moments, O'Neill runs in Memorial Park, practices hot yoga, shops for shoes online and reads.

5. A future action in the adverbial clause of time and condition.

Unless you take the brake off, the car won't move.

6. A planned future action or series of actions, particularly when they refer to a journey (**to come, to leave, to arrive**):

We leave London at 10.00 next Tuesday and arrive in Paris at 13.00.

7. A future action concerning the arrival of transport, the beginning of film etc.: *The concert this evening starts at 7.30.*

8. With the verb say, when we are quoting from books, notices or very recently received letters:

What does that notice say? — It says, “No parking”.

9. The newspaper headlines:

MASS MURDERER ESCAPES

10. A dramatic narrative, this is particularly useful when describing the action of a play, opera etc., and is often used by radio commentators at sports events, public functions etc.:

When the curtain rises, Juliet is writing at her desk. Suddenly the window opens and a masked man enters.

3. The pronunciation of the ending -s (-es).

The pronunciation of the ending -s (-es) depends on the preceding sound.

After the sibilants [s], [z], [t], [dz] the ending -s (-es) is pronounced as [ɪz]:

Infinitive: *to pass* [pa:s]

Present Indefinite: *he passes* ['pa:sɪz]

After voiced non-sibilants and vowels the ending -s (-es) is pronounced as [z]:

Infinitive: *to read*

Present Indefinite: *he reads* [ri:dz],

After voiceless non-sibilants the ending -s (-es) is pronounced as [s]:

Infinitive: *to walk*

Present Indefinite: *he walks* [wo:ks].

Exercises

1. *It's the Drama Club tonight, but not everyone has arrived yet. Complete the dialogue using present tense forms of 'be'. Some forms are positive and some negative, some are full forms and some short forms.*

Jane: ... we all here now?

Mark: Where ... Tom? He ... here.

Helen: Oh, he ... very well. He ... in bed.

Lynn: Oh, dear. Poor Tom. And Sarah ... here.

Sarah: Oh, yes, I

Jane: Oh, there you ..., over in the corner. Sorry, Sarah.

Mark: Angela ... late. Or... she ill, too?

Helen: No, she ... ill.

Lynn: Peter and Sue ... here.

Jane: Yes, they They ... in the kitchen.

Angela: Hello, everybody. ... I late?

Jane: Yes, you

Angela: Oh, I ... sorry.

Jane: Tell Peter and Sue to come, Mark.

Peter: It... all right. Here we

Jane: Good. Now we ... ready to start.

2. *Mr. and Mrs. Johnson want to sell their house. Say things about the house using a form of 'be' or 'have'.*

Example: *house – 200 years old. The house is 200 years old.*

all rooms – central heating. All the rooms have central heating.

- garden – lovely
- views to the north and east – beautiful
- house – six bedrooms
- rooms – large
- downstairs rooms – carpets
- sitting room – lovely old fireplace
- kitchen – plenty of cupboards
- garage – big enough for three cars

3. This paragraph is from a book about British towns. It's about a town called Milchester. Complete the paragraph by putting in present tense forms of 'be' and 'have' and the simple present tense of 'bring', 'live' and 'work'.

Milchester... a lovely old town on the River Swenley. The famous castle ... lots of tourists to the town. The old streets near the castle ... many interesting little shops, and there ... a very good museum. The town also ... a theatre and a cinema. 27,000 people ... in Milchester, and quite a few of them ... at the new computer factory. Other industries ... paper-making and chocolate.

4. Give the form of the 3rd person singular of the Present Indefinite and transcribe the following verbs:

Example: *to write — he writes [raits]*

to live, to miss, to play, to work, to wash, to cry, to fix, to watch, to tie, to say, to run, to try, to jump, to judge, to lie, to fry, to mix, to kiss, to offer, to stay, to go, to do, to study, to die, to refer, to furnish, to hit, to laugh.

5. Ask: a) general questions; b) special questions to the underlined words.

1. Great Britain lies in the eastern part of the Atlantic Ocean. 2. The sea surrounds the British Isles. 3. The presence of the sea makes the climate warmer in winter and cooler in summer. 4. A branch of the Gulf Stream comes to the west coast of the British Isles. 5. The sea washes away from the coasts some of the soil. 6. The coast of England contains many good harbours. 7. The sea round about the shores of England abounds in fish. 8. Fishermen catch fish by means of nets. 9. A lighthouse guides ships and warns them of danger. 10. The Severn is the longest river in Great Britain.

6. PAIR WORK. Question your partner about his/her habitual actions. Pay attention to the position of adverbs of frequency in the sentence. Share the story of your partner's priorities in class.

Again and again	Normally	Repeatedly
Always	Occasionally	Seldom

Constantly	Often	Sometimes
Frequently	Periodically	Sporadically
From time to time	Rarely	Usually
Hardly ever	Regularly	

Example: Do you occasionally help your grandparents in the village?

7. Open the brackets and use the correct form of the verb.

1. Kitty Kelley ____ to write a book either about the Bushes or the Royals and he turned it down (to want). 2. She _____ the brown crack in her plate (to study). 3. I ____ a net, which resembles a giant pair of pants (to watch). 4. The kettle _____ at 100 C (to boil). 5. He always ____ to work on time (to come). 6. In Mrs. Dalloway someone ____ that parties are held “to cover the silence” (to say). 7. As Sir Nathaniel ____ the letter, he realizes that it is not for Jack after all (to read). 8. Davis is an anthropologist. He _____ people and cultures (to study). 9. It’s the season of viewing from the aquarium’s outdoor perches. Visitors can ____ all sorts of wildlife, including sea otters and sea lions (to watch). 10. At first it is a black shape against the white sand, and she ____ it from a distance, measures it with her fingers up to her eye (to study).

8. Match the function of the tense with the appropriate example.

1. The universal truths, something, which is eternally true.	A. He doesn’t know whether he loves or hates her.
2. Repeated habitual actions, shown by adverbials.	B. We leave London at 10.00 next Tuesday and arrive in Paris at 13.00. We spend two hours in Paris and leave again in 15.00. We arrive in Rome at 19.30.
3. An action permanently characterizing the subject in present.	C. Nurses look after patients in hospitals.
4. Actions going on at the time of speaking.	D. The book says whatever does not kill us makes us stronger.

5. A future action in the adverbial clause of time and condition.	E. We know that he speaks and works against terrorism.
6. A planned future action or series of actions, particularly when they refer to a journey.	F. If the sea gets warmer, the ice at the North and the South Poles will melt.
7. A future action concerning the arrival of transport, the beginning of film etc.	G. His father is a blunt-talking and successful businessman, who speaks to his son every day.
8. With the verb say, when we are quoting from books, notices or very recently received letters.	H. The football match starts at 8 o'clock.
9. The newspaper headlines.	I. The concert this evening starts at 7:30. All actors put on their theatrical costumes and conducting final preparations before performance.
10. A dramatic narrative, this is particularly useful when describing the action of a play, opera etc., and is often used by radio commentators at sports events, public functions etc.	J. PEACE TALKS FAIL

9. State the function of the tense.

1. The King of Pops is at the corner of North Avenue and Highland every day with his handmade popsicles. 2. I'm excited about it. I love the topic, I love the challenge. 3. Instead, they need the illusions they see on the screen or the fantasies they read. 4. The gang sits around glumly, waiting for the spare part to arrive. 5. I talk to the Golf Channel once a day, and it's always on the same topics - how can we do better to help the fans. 6. Parents from different countries sometimes agree to have their children registered as citizens of both. 7. Cindy slides into her chair and spreads

her napkin on her lap. 8. Her shadow looks like a jellyfish. 9. The chapter ends with the priest admonishing Penny to say many prayers to try to save her uncle. 10. And working with Andre is always a rich experience. He goes after what's behind the scenes. 11. The best way to get an agent's or an editor's attention is to write an intelligent and succinct letter. 12. Her mother turns from the stove. 13. Sharing food is important to his job. It helps him. 14. Sharifa Rhodes-Pitts writes: "A friend of mine describes certain cities".

10. Translate into English.

1. Твій друг це людина, котра знає всі твої недоліки, але тим не менше поважає тебе. 2. Він любить лежати на дивані і дивитись телевізор. Він лежебока. 3. Хто знає яка зараз погода в Лондоні? 4. Мій сусід мисливець. Він полює на диких гусей і качок. 5. Вітряна погода зводить мене з розуму. 6. Все, що ти робиш залежить тільки від тебе. 7. Він дуже розумний: все бачить, все розуміє і все чує, проте не завжди дає хороші поради. 8. Джейн зазвичай встає в шостій ранку, оскільки їй потрібно півтора години щоб доїхати на роботу. 9. Я не люблю коли я далеко від дому. 10. Мері не вечеряє, вона на дієті. 11. Моя бабуся постійно дарує мені подарунки. 12. Ти завжди приходиш у невдалий момент.

11. Translate into English.

1. Мій тато державний службовець, а мама керує туристичним агентством. Кожного ранку тато підвозить маму. 2. Наша бабуся зазвичай ходить в магазин в ранці. Там вона купує всі необхідні продукти. 3. Київський поїзд відправляється щовечора о 6.30 год. 4. Зазвичай студенти обідають у столові, рідко їм випадає нагода пообідати в ресторані. 5. Навики приходять з практикою. 6. Вчені рекомендують щороку відпочивати на морі. 7. Кожної весни ми ходимо на прогулянку в ліс, інколи ми також збираємо підсніжники. 8. Взимку люди зазвичай лягають спати швидше ніж влітку. 9. Школярі влітку не ходять до школи, вони мають канікули. 10. Хто зазвичай готує обід у твоїй сім'ї. Мама моєї дружини. 11. Молоді мами зазвичай гуляють з дітьми в парку.

12. Наш університет знаходиться біля парку весною студенти, часто ходять туди гуляти. 13. Я не люблю прибирати квартиру, це зазвичай робить свекруха. 14. Деякі вазони люблять, коли на них падає сонячне проміння. 15. Щороку будівельники будують нових квартир.

12. PAIR WORK. Read the story. Ask at least 10 different kinds of questions using the Present Simple.

A Barking Dog Doesn't Bite

"Sam," says the boy's father, "put on your cap and coat and let us go for a walk." Sam is happy. He likes to go out with his father. He puts on his cap and coat and says, "Father, I am ready."

Sam and his father go out. Suddenly they see a big black dog. The dog begins to bark. Sam is afraid of the dog. He wants to run home. His father says, "Don't be afraid, Sam. Don't you know the proverb "A barking dog doesn't bite"?"

"Oh, yes," says Sam, "I know the proverb, you know the proverb, but does the dog know the proverb?"

13. PAIR WORK. Read the dialogue paying attention to the verbs in the Present Simple. Make up some funny dialogues with your partner. Act your dialogues in class.

A Model Son

A young gentleman who is very curious asks a lady:

- Have you any family, madam?

- Yes sir. One son.

- Does he smoke?

- No, he does not.

- Does he come home late in the evening?

- No, he does not. He usually goes to bed directly after dinner.

- He is a model son then. How old is he?

- Four months old.

14. PAIR WORK. Read the story and discuss it with your partner.

The Best Time for Apples

The teacher says to the class:

“Today is your first English lesson in the fifth form. At our lesson we are going to speak about the seasons of the year. They are spring, summer, autumn and winter. In spring it is warm. You can see small leaves on the trees. In summer it is hot and there are a lot of flowers in the fields and gardens. The farmers work there all day. In autumn there is a lot of fruit and children like to eat it.”

Here the teacher stops and looks at one of the pupils.

“Don’t talk at the lesson, Alec!” he says. “Listen to me. Can you tell us when the best time for apples is?”

“Of course, I can,” says Alec. “It’s when the farmer is not at home and there is no dog in the garden.”

The Present Continuous Tense (The Present Progressive)

The Present Continuous Tense (The Present Progressive) denotes an action in progress at the present moment.

1. The formation of the Present Progressive.

The Present Continuous is formed by means of the Present Indefinite of the auxiliary verb **to be** and **Participle I** of the notional verb.

In the interrogative form the auxiliary verb is placed before the subject.

In the negative form the negative particle not is placed after the auxiliary verb.

Infinitive: *to play*

Present Continuous: *am/is/are playing*

2. The Use of the Present Progressive.

The present continuous is used to denote:

1. An action which is happening now:

I am playing computer games at the moment.

2. An action happening about this time but not necessarily at the moment of speaking:

I am reading a play by Shaw. (This may mean “at the moment of speaking” but may also mean “now” in a more general sense.)

When two continuous tenses having the same subject are joined by “and”, the auxiliary may be dropped before the second verb.

She was knitting and listening to the radio.

3. A definite arrangement in the near future (the most usual way of expressing one’s immediate plans):

I’m meeting Peter tonight. He is taking me to the theatre.

Are you doing anything tomorrow afternoon? – Yes, I’m playing tennis with Ann.

Note that the time of the action must always be mentioned, as otherwise, there might be confusion between present and future meanings.

4. An action in the near future with the verbs denoting motion (to go, to come, to start, to leave).

Are you going anywhere? – Yes, I'm leaving this town.

5. An action, which begins before this point of time and probably continues after it:

At six, I am bathing the baby. (I start bathing him before six.)

3. The spelling of the Present Participle.

When a verb ends in a single -e, this *e* is dropped before -ing:

Infinitive: *to write*

Participle I: *writing*

In the words *die, lie, tie* -ie is changed into *y* before -ing:

Infinitive: *to tie*

Participle I: *tying*

When a verb of one syllable has one vowel and ends in a single consonant, this consonant is doubled before -ing:

Infinitive: *to hit*

Participle I: *hitting*

Verbs of two or more syllables which last syllable contains only one vowel and ends in a single consonant, double this consonant if the stress falls on the last syllable:

Infinitive: *to admit*

Participle I: *admitting*

But: Infinitive: *to enter*

Participle I: *entering* (*stress is not on the last syllable*)

A final *l* after a single vowel is, however, always doubled in British English:

Infinitive: *to travel*

Participle I: *travelling*

In American English letter *l* is not doubled.

-ing can be added to a verb ending in *y* without affecting the spelling of the verb:

Infinitive: *to carry*

Participle I: *carrying*

If the verb ends in *-ue* and has more than one syllable the final *-e* is dropped

Infinitive: *to argue*

Participle I: *arguing*

4. Verbs not normally used in the continuous tenses.

Verbs describing a permanent state (stative verbs) do not normally have the continuous form. They are:

Verbs of the senses: feel, hear, see and smell (we often use *can* or *could* with these verbs: *Can you see that tall boy over there?*)

The verbs gaze, listen, look (at), observe (= watch), stare, watch and listen express deliberate actions and can be used in continuous forms, e.g. *Be quiet please! I'm listening to the news.* But: *I can't hear you. Can you speak louder, please?*

The verbs feel and hurt can be used in either continuous or simple forms, though. *How are you feeling today?* or *How do you feel today?* *My leg is hurting,* or *My leg hurts.*

Verbs of emotions: feel, forgive, hate, like, love, admire (=respect), adore, appreciate (=value), care for (=like), desire, detest, dislike, fear, loathe, mind (=care), respect, value, want, wish etc.

But the continuous can be used with “admire” in the meaning of “look at with admiration”, “appreciate” in the meaning “increase in value”, “care for” in the meaning “look after”, “value” in the meaning “estimate the financial worth of”, “enjoy” and sometimes “like/love” in the meaning “enjoy”, and “hate” in the meaning the opposite, though it is safer to use the simple tenses with “like, love and hate”:

He's enjoying his holiday in the Arctic. How are you liking/do you like your new job? – I'm hating it/I hate it. I just don't like work, you see.

Verbs of mental activity: agree, appreciate (= understand), assume, believe, doubt, expect (= think), feel (= think), feel sure/certain, forget, know, mean, perceive, realize, recall, recognize, recollect, remember, see (= understand), see through someone (= penetrate his attempt to deceive), suppose, think (= have an opinion), trust (= believe/have confidence in), understand. But the continuous can be used with “appreciate” meaning “to increase in value”, think, assume, expect.

I know that you are telling the truth, I believe you.

Verbs of possession: belong, owe, own, and possess: *How much do I owe you?*

Other verbs: appear (=seem), be, belong, concern, consist, contain, hold (=contain), fit (= be the right shape and size), know, need, prefer, require, weigh, etc. *He knows where Peter is.*

But, “appear” in the meaning “to come before the public” can be used in the continuous.

5. Special difficulties with some verbs.

1. **Feel** when followed by an adjective indicating the subject's emotions or physical or mental condition, e.g. angry/pleased, happy/sad, hot/cold, tense/relaxed, nervous/confident, is normally used in the simple tenses but can also be used in the continuous: *How do you feel/are you feeling? - I feel/am feeling better.*

“feel” meaning “touch” (usually in order to learn something) can be used in the continuous: The doctor was feeling her pulse.

But, “feel” is not used in the continuous

- when it means “sense”: *Don't you feel the house shaking?*
- when it means “think”: *I feel you are wrong.*
- when it is used as a link verb: *The water feels cold*

2. The continuous is not used with **look** used as a link verb, e.g. *That cake looks good*; or with look on (= consider), look up to (= respect) and look down on (=despise).

But look (at), look for/in/into/out and look on (= watch) are deliberate actions and can be used in the continuous tenses: *He is looking for his glasses. I'm looking out for a better job.*

3. The continuous is not used with **smell** meaning “perceive a scent/an odour”, e.g. *I smell gas*, or with smell used as a link verb, but can be used with smell meaning “sniff at”: *Why are you smelling the milk? Does it smell sour?*

4. **Taste** as a link verb is not used in the continuous:

This coffee tastes bitter, (has a bitter taste).

But taste meaning “to test the flavour of” can be used in the continuous:

She was tasting the pudding to see if it was sweet enough.

5. **See** can be used in the continuous when it means “meet by appointment” (usually for business), “interview”: *The director is seeing the applicants this morning. I am seeing my solicitor tomorrow.*

It can also be used in the continuous in the following combinations:

see about = make arrangements or enquiries:

We are seeing about a work permit for you. (trying to arrange this)

see to = arrange, put right, deal with:

The plumber is here. He is seeing to the leak in our tank.

see somebody out = escort him/her to the door,

see somebody home = escort him/her home,

see somebody to + place = escort him/her to + place:

see someone off = say goodbye to a departing traveller at the starting point of his journey (usually the station, airport etc.):

We're leaving tomorrow. Bill is seeing us off at the airport.

6. **Hear** can be used in the continuous when it means “listen formally to” (complaints/evidence etc.): *The court is hearing evidence this afternoon.*

Hear meaning “receive news or letters” can also be used in the continuous form but only in the present perfect and future: I've been hearing all about your accident.

7. **Think** can be used in the continuous when **no opinion** is given or asked for:

What are you thinking about? — I'm thinking about the play we saw last night.

But: *What do you think of it?* (opinion asked for) - *I don't think much of it.*
(opinion given)

8. **Assume** can be used in the continuous when it means “accept as a starting point”: *I'm assuming that you have time to do a lot of research.*

assume power/control of a country or organization can also be used in the continuous: *The new government is assuming power at once.*

9. **Expect** can be used in the continuous when it means “await”: *I'm expecting a letter.*

Exercises

1. Play the miming game. One student mimes an action and the others ask:

Are you sweeping the floor? Are you writing something?

2. Give the form of Participle 1 of the following verbs.

To ask, to try, to do, to forbid, to have, to limit, to make, to defeat, to stop, to cancel, to sleep, to compel, to stay, to see, to plough, to be, to shine, to live, to knock, to leave, to sleep, to tie, to slip, to expel, to die, to give, to spy, to commit, to travel, to cry, to hit, to lie.

3. Open the brackets and use the Present Progressive.

1. I have a surprise. Jacob (to stay) _____ for dinner. 2. Economists who (to study) _____ this phenomenon say there are a lot to be explained. 3. I (to search) _____ for a restaurant that can cater to a non-dairy vegetarian diet. 4. She (to start) _____ to nudge her way into the freelance directing world around Washington. 5. The justices (to prepare) _____ to take up cases this spring that will test the very foundation of American government. 6. I (to write) _____ a love story right now. 7. Some changes _____ (to come). 8. People (to expect) _____ their entertainment to

become more engaging, more interactive, more participatory. 9. The Navy (to require) _____ a plan to make the development successful enough. 10. It is clear they _____ (to hear) what we _____ (to say). 11. Islam _____(to move) into the vacuum, and dropping bombs on them won't do any good. 12. People _____(to drive) to entertainment centres these days.

4. Match the functions of the tense with the correct examples:

1. An action which is happening at the moment of speaking.	A. Everyone wants to know why I am reading it
2. An action happening about this time but not necessarily at the moment of speaking.	B. My husband and I are having a dinner party tonight.
3. A definite arrangement in the near future (the most usual way of expressing one's immediate plans).	C. I think that's what they're trying to figure out at the moment.
4. An action in the near future with the verbs denoting motion (to go, to come, to start, to leave).	D. And like a gifted disc jockey, he is always playing with the right programming mix.
5. An action which begins before a definite point of time and probably continues after it.	E. The public is listening and insisting that changes be made.
6. A frequently repeated action, usually when the frequency annoys the speaker or seems unreasonable to him	F. If anyone thinks the American people are going to forget this vote, just watch.

5. State the functions of the tense.

1. I'm happy these movies are coming out so it gives an awareness of the craft and what we go through. 2. I listen to all styles of music; at the moment I am listening to the Rolling Stones as well as Radiohead. 3. She is hearing the case without a jury. 4. Many coalition forces are watching the US closely to gauge the extent of its commitment to the Afghanistan mission. 5. "Young Mako and Lanny

Swartz are coming here tonight”, said Isaac. 8. “Are you enjoying the show?” I asked Susan. 9. “I’m thinking about Maxim all the time”, I said. 10. “Go on, Frank”, he said, “What are you waiting for?”. 11. “Miss Dale is looking well”, he said (Meredith). 12. Dear Gertrude Chiltern is always telling me that I should have some serious purpose in life (Wilde). 13. “What?” he said. “I’m getting very deaf. I suppose I don’t hear people...” (Galsworthy). 14. “... She’s an employer. She’s training me to be a thing called a companion, and she pays me ninety pounds a year” (Du Maurier). 15. The Patient: “Oh! This is getting interesting” (Shaw).

6. Do the following task.

Charles Dearborn is the managing director of Ranplus Computers, an international company with its main offices in London. Mr. Dearborn has a busy life. Imagine that you are Mr. Dearborn’s secretary and describe his schedule for next week. For the times of arrival and departure use the simple present form. To describe the other arrangements use the present continuous form of these verbs: speak, visit, open, meet, have, go.

Example On Monday he leaves London at 9.30 and arrives in Madrid at 12.40. He is speaking at an international conference.

Monday, London 9.30 Madrid 12.40; International conference

Tuesday, Madrid 7.40 Athens 13.55; Ramplus offices

Wednesday, Athens 8.15 Milan 12.35; New Ramplus factory

Thursday, Milan 10.10 Strasbourg 11.15; President of the Common Market

Friday, Strasbourg 10.45 The Hague 11.40; Discussions with the Dutch Minister of Technology

Saturday, The Hague 9.30 Stockholm 12.25; Computer show

7. a) Complete this postcard using the correct form of the verbs (the Present Simple or the Present Progressive).

Greetings from Wales! Ben and I ... (to do) something different this year. We’re at the North Wales Activity Centre. People ... (to come) every summer to learn more about hobbies and interests. I ... (to do) photography and tennis this week and

Ben ... (to learn) about computers. We ... (to get) up at half past eight every morning and ... (to do) lessons from ten to half past twelve. We ... (to have) lunch at one, and then there are more lessons. So, it's hard work. But I ... (to like) it here. We ... (to have) a supper time. It's half past seven in the evening now, and we ... (to sit) out on the grass in front of the Centre. The weather is good. See you soon.

b) Imagine you are visiting some exotic resort. Write a postcard to your friend from the place where you are staying. Say what you do every day and what you are doing at the moment.

8. Replace the infinitives in brackets by the Present Indefinite or the Present Continuous where necessary.

1. Stop smoking! The room (to be) full of smoke which (to come) from your pipe. Usually nobody (to smoke) in here as mother can't stand it. 2. The woman who (to speak) with my sister in the yard (to be) our neighbour who (to live) across the street. 3. You (to ask) too much of me. I (to be) quite powerless to help you. 4. "You (to hear) the speaker well?" "Yes, I (to hear) him clearly. I (to listen) very attentively, but still I (not to understand) what he (to drive) at". 5. You (to go) in my direction? I can give you a lift. 6. I (to look) at the barometer and (to see) that it (to fall). 7. Don't enter the study. Father (to work) there and he (not to like) to be disturbed. 8. You (to see) that woman in the corner? She (to have) her dessert now. 9. "Where you (to hurry)?" "I (to be) afraid to miss the train. My friend (to come) with it".

9. Open the brackets and use the Present Indefinite or the Present Continuous.

1. My brother (say) that people who (owe) him money always (seem) to forget about it, but people he (owe) money to always (remember) exactly. 2. I (not think) your brother (enjoy) the party. He (keep) looking at his watch. – Oh, I'm sure he (enjoy) it. He always (enjoy) your parties. But I (know) he (want) to be home early tonight because he (expect) an important telephone call. 3. You (see) that man at the corner of the street? He is a private detective. He (watch) No 24. – How you (know) he (watch) No 24? – Because whenever anyone (come) out of, or (go) into, the house

he (make) a note in his little book. 4. What all those people (do) in the middle of the street? And why they (wear) such extraordinary clothes? – They (make) a film. Most of the crowd are local people who (work) as extras. – It (sound) great fun. You (think) I could get a job as a film extra? – I (not know) but I (see) Ann over there; when they (finish) this scene I'll ask her if they still (take) on extras. Ann (act) in the film? – She has a small part. She (not act) very well. I (imagine) she got the part because she (know) the director. 5. My brother (live) next door and his two children (come) and (see) me every day. The boy (not bother) to knock at the door; he just (climb) in through the window; but the girl always (knock). 6. If you (ask) a friend if she (like) your new dress she usually (say) “Yes”, so you (not know) whether she really (think) it (suit) you or whether she merely (be) polite. 7. I (hear) that you have bought a new house. – Yes, but I (not live) in it now. They still (work) on it, and the work (take) longer than I expected. – I (think) repair jobs always (take) longer than one (expect). What they (do) now? – They (put) in new electric points. They (seem) competent electricians but they (smoke) at their work and this (slow) them down. 8. Ann (stir) something in a saucepan and Mary (stand) beside her holding a cookery book. 9. The hall is being painted at the moment, so it (not look) its best. – But where are the painters? They (stop) work at 3.00? – No, they are in the kitchen. They (have) a tea break. 10. What the word “Establishment” (mean)? My dictionary (not give) an explanation.

10. Put questions to the underlined words.

1. I think we are driving the agenda. 2. Most big papers are watching and waiting as they study the patterns of online readers. 3. A lot of people around here are hurting economically. 4. The board also is requiring an agreement with the medical community to provide funding and training. 5. This year we are expecting 2.5 to 3 million foreclosures. 6. The man who is gazing at her so adoringly is Brad Pitt. 7. No one is hearing about France as the way of the future. 8. People are leaving the profession because the job is so hard.

11. Translate into English.

1. Котра година у Лондоні? Зараз у них полудень. Жителі Лондону обговорюють важливі проблеми і п'ють каву. 2. Пахне смаленим. – О Боже, я знову залишила каструлю на плиті! 3. Як ти себе почуваш? Я відчуваю не дуже погано, я хочу попросити тебе перевірити мій пульс. 4. Не турбуй його, він працює над доповіддю. 5. Я постійно думаю про тебе, ти дівчина моєї мрії. 6. Поглянь, дівчина на екрані рекламує твій новий шампунь. 7. Які у тебе парфуми? – У них дуже ніжний запах. 8. У нього чудовий характер, але сьогодні він мене нервує. 9. Що ти робиш у Женеві? – Я відвідаю презентацію автомобілів. 10. Мері куштує морозиво. Морозиво солодке на смак. 11. Вона пробує на дотик шовк. Він м'який. Вона щаслива. 12. Як називається журнал, який ми проглядаємо? 13. Чому ви стоїте в прихожій? Проходьте, ми саме п'ємо чай. Чи не бажаєте чашечку? 14. Що ти слухаш? – Я слухаю концерт групи "Океан Ельзи". Кожного року вони дають концерт у палаці Україна.

12. Translate into English.

1. Я не бачу Тома, де він? – Він приймає ванну. 2. Кожного ранку Джон бігає навколо міського озера. Проте сьогодні він відчувається погано, і він вирішує залишитися вдома. 3. Сьогодні я весь день у сонячних окулярах, тому що дуже сильно світить сонце. 4. Мері вивчає англійську в Оксфордському університеті, але вона зараз на канікулах, вона працює в бібліотеці. 5. Я нюхаю троянди. Хіба вони не чудово пахнуть? 6. Я стомився працювати в офісі. Я подумую змінити роботу. 7. Ти усвідомлюєш, що стоїш на моїй нозі. 8. Поїзд відправляється об 11.30 год. 9. Ти не знаєш, де газета? – Її читає бабуся. Кожного вечора вона читає свіжу пресу. 10. Де Мері? – Вона в бібліотеці. Що вона там робить? – Вона готується до заліку з практичної граматики.

13. PAIR WORK. Read the story and retell it to your partner.

When Eddy Can Have the Umbrella

Little Eddy likes to play in the yard after breakfast. He likes to play with his father's umbrella. One day a man comes up to him and says:

“Little boy, why are you holding your umbrella over your head? It is neither raining nor snowing. The weather is not very bright, but it is fine.”

“When it rains, Daddy takes the umbrella,” says Eddy. “So I can only play with it when the weather is fine.”

14. PAIR WORK. Read the story. Ask your partner at least 10 different kinds of questions using the Present Simple and the Present Continuous:

It Does Not Matter

Bessie is a little girl. She is only five. She does not go to school, and, of course, she cannot read and write. But, her sister Mary goes to school. She is ten.

One day Mary sees her little sister sitting at the table with a pen in her hand and a big piece of paper in front of her.

“What are you doing, Bessie?” she asks. “I am writing a letter to my friend Kitty,” says Bessie. “But how can you?” asks her sister. “You can’t write.”

“Well,” says Bessie, “it does not matter, because Kitty can’t read.”

15. PAIR WORK. Read the story and open the brackets using the Present Simple or the Present Continuous where necessary. Discuss possible variants with your partner.

The Best Art Critics

I (to be) an art critic and I (to paint) a lot of pictures. Many people (to pretend) that they (to understand) modern art. They always (to tell) you what a picture (to be) “about”. Of course, many pictures (to be) not “about” anything. They (to be) just pretty patterns. We (to like) them in the same way that we (to like) pretty curtain material. I (to think) that young children often (to appreciate) modern pictures better than anyone else. They (to notice) more. My sister (to be) only seven, but she always (to tell) me whether my pictures (to be) good or not. She came into my room yesterday.

“What you (to do)?” she asked. “I (to hang) this picture on the wall,” I answered. “It (to be) a new one. You (to like) it?” She looked at it critically for a moment. “It (to be) all right,” she said, “but (not to be) it upside-down?”

I looked at it again. She was right! It was!

The Present Perfect Tense

The Perfect form denotes an action completed before the present moment (and we have the result of it) or is connected with the present moment.

1. The Formation of the Present Perfect Tense

The present perfect tense is formed with the present tense of the auxiliary verb *to have* + *the past participle* of the notional verb. The past participle of regular verbs has exactly the same form as the simple past:

Infinitive: *to love*

Past Participle: *loved.*

Irregular verbs take no inflexions and vary considerably in their past participle form.

The negative form is formed by adding the negative particle not to the auxiliary verb.

The interrogative form is formed by inverting the auxiliary and subject.

2. The use of the Present Perfect

The Present Perfect denotes:

1. A recently completed action (in this case just is often used): *He has just gone out.*

This is a special use of this tense, just must be placed between the auxiliary and the main verb. This combination is used chiefly in the affirmative, though the interrogative form is possible: *Has he just gone out?* It is not normally used in the negative.

2. Past actions whose time is not definite:

I have read the instructions but I don't understand them. Compare with: *I read the instructions last night.* (time given, so simple past)

Note possible answers to questions in the present perfect:

Have you seen my stamps? - Yes, I have/No, I haven't or Yes, I saw them on your desk a minute ago. (time implied)

3. To express an action which took place before the present moment when the speaker's aim is to emphasize the present result of this action:

The lift has broken down. (We have to use the stairs.)

Actions expressed by the present perfect + *yet* usually have results in the present: *He hasn't come yet.* (so we are still waiting for him)

4. It can also be used for actions which occur further back in the past, provided the connection with the present is still maintained, that is that the action could be repeated in the present:

I have seen wolves in that forest. (implies, that it is still possible to see them)

5. Actions occurring in an incomplete period, which is indicated by today or this morning/ afternoon/evening/week/month/year/century etc.:

Note that the present perfect can be used with this morning only up to about one o'clock, because after that, this morning becomes a completed period and actions occurring in it must be put into the simple past:

(at 11 a.m.) Tom has rung up three times this morning already.

(at 2 p.m.) Tom rang up three times this morning.

Similarly, this afternoon will end at about five o'clock:

(at 4 p.m.) I haven't seen Tom this afternoon.

(at 6 p.m.) I didn't see Tom this afternoon.

6. The present perfect used with an incomplete period of time implies that the action happened or didn't happen at some undefined time during this period:

Have you seen him today? (at any time today) — Yes, I have/ Yes, I've seen him today. (at some time during the day)

But, if we know that an action usually happens at a certain time or in a certain part of our incomplete period we use the simple past tense. If my alarm clock normally goes off at six, I might say at breakfast: *My alarm clock didn't go off this morning.*

7. *Lately, recently* used with the present perfect also indicate an incomplete period of time.

Has he been here lately/recently? (at any time during the last week/month)

8. The present perfect can be used similarly with *ever, never, always, occasionally, often, several times, since*, etc.

I haven't seen him since November. Has he written since he left home?

9. The present perfect is often used in newspapers and broadcasts to introduce an action which will then be described in the simple past tense. The time of the action is very often given in the second sentence:

Thirty thousand pounds' worth of jewellery has been stolen from Jonathan Wild and Company, the jewelers. The thieves broke into -the flat above some time during Sunday night and entered the shop by cutting a hole in the ceiling.

But even if the time of the action is not given the past tense will normally be used in the second sentence:

Two prisoners have escaped from Dartmoor. They used a ladder which had been left behind by some workmen, climbed a twenty-foot wall and got away in a stolen car.

10. The present perfect is often used in letters:

I am sorry I haven't written before but I've been very busy lately as Tom has been away.

3. The Present Perfect used with 'for' and 'since'

For is used with a period of time: *for six days, for a long time.*

For used with the simple past tense denotes a terminated period of time:

We lived there for ten years, (but we don't live there now).

For used with the present perfect denotes a period of time extending into the present:

We have lived in London for ten years (and still live there).

For (of time) is not used before expressions beginning with *all*:

They've worked all night.

Since is used with a point in time and means “from that point to the time of speaking”: *We've been friends since our schooldays.*

Note that there is a difference between last and the last. Compare:

I have been here since last week (month, year etc.) and *I have been here for the last week.*

last week means a point in time about seven days ago.

the last week means the period of seven days just completed.

it is + period + since + past or present perfect tense

We can say: *It is three years since I (last) saw Bill.* or *It is three years since I have seen Bill.*

I last saw Bill three years ago or *I haven't seen Bill for three years.*

Exercises

1. Say what progress you think you have made in English lately.

Have you increased your vocabulary and learnt more grammar? Have you improved your pronunciation and your writing? Have you read any English books? Or have you got bored with English? Have you forgotten things?

2. PAIR WORK. With your partner, complete the conversation by putting the verbs in brackets into the present perfect.

As Mrs. Thorne is walking home, she comes to the scene of a road accident.

Mrs. Thorne: What (happen)?

Mrs. Neal: There (be) an accident. A lorry (crash) into a car.

Mrs. Thorne: Is anyone hurt?

Mr. Neal: Yes, the driver of the car (hurt) his head. He's unconscious. He (not open) his eyes.

Mrs. Thorne: Oh, dear.

Mrs. Neal: We (not move) him. We (leave) him in the car.

Mrs. Thorne: ... anyone (telephone) for an ambulance?

Mr. Neal: Yes, but it (not arrive) yet. The police (come), though. They (stop) the traffic from coming down here.

Mrs. Thorne: Ah, here comes the ambulance now.

3. GROUP WORK. *Imagine that members of your group are the members of Parkway Sports and Social Club. A month ago you decided to clean and decorate your club. The club hasn't got much money, so the members have done the work in their spare time. You've just finished now. Say what you have done.*

Examples (The windows needed painting.) Sue and Peter have painted the windows. (The members decided to plant a tree.) Jane has planted a tree.

1. The fence needed repairing. 2. The club room needed decorating. 3. They decided to buy some new curtains. 4. The cups needed polishing. 5. The minibus needed servicing. 6. They decided to lay a new carpet in the bar. 7. The kitchen needed cleaning out. 8. They decided to put up some more shelves.

4. Fill the spaces in the following sentences by using 'for' or 'since'.

1. We've been fishing ... two hours. 2. I've been working in this office ... a month. 3. They've been living in France ... 1970. 4. He has been in prison ... a year. 5. I've known that ... a long time. 6. That man has been standing there ... six o'clock. 7. She has driven the same car ... 1975. 8. Things have changed ... I was a girl. 9. The kettle has been boiling ... a quarter of an hour. 10. The central heating has been on ... October. 11. That trunk has been in the hall ... a year. 12. He has been very ill ... the last month. 13. I've been using this machine ... twelve years. 14. We've been waiting ... half an hour. 15. Mr. Pitt has been in hospital ... his accident.

5. Complete the sentences with the present perfect form of the verbs in brackets.

S.: How many party invitations ... you ... (write) so far Kathleen?

K.: Oh, I (do) about five. And I ... (give) out a few to some neighbours downstairs.

J.: And I ... (speak) to the family with the three teenagers,

B.: Who ... (take) my pen? I ... (break) this pencil, so I need the pen to make out a shopping list.

D.: I ... (not see) it. Perhaps it ... (fall) on the floor.

J.: What are we going to buy for the party on Friday? We (eat) everything in the refrigerator, ... we? We'll have to buy a lot of things.

B.: I ... (fear) some ads out of the newspaper they're for special sales.

T.: ... you ... (choose) records for the party on Friday?

W.: No, I ... (be) too busy. But I ... (get) some decorations. And my sister ... (draw) us some funny pictures to hang up. Where ... she ... (go)?

T.: She took my brother to the store. They're going to buy home new tapes.

6. Match the function of the tense with the appropriate example.

1. A recently completed action	A. Some were so well informed that they seemed to have just come from a meeting in Tehran
2. Past actions whose time is not definite	B. I am sorry I haven't written before but I have been very busy.
3. To express an action which took place before the present moment when the speaker's aim is to emphasize the present result of this action.	C. I have read the instructions but I don't understand them.
4. Actions which occur further back in the past, provided the connection with the present is still maintained.	D. The Rangers have just completely outplayed the Yankees.
5. Actions occurring in an incomplete period of time.	E. Have you attempted any progress on the mission yet?
6. The present perfect is often used in newspapers and broadcasts to introduce an action which will then be described in	F. Tom has rung up three times this morning

the simple past tense	
7. The present perfect is often used in letters	G. Roemer Tanzanian President has died in London. He came to London two years ago...

7. State the function of the tense.

1. She has not taken a genetic test yet. 2. He has not written a single song since he left Black William. 3. Donahue says he has not written many letters in the last five years. He uses e-mail. 4. No one knows how far this process has gone already; some reports suggest that many towns have already become monoethnic. 5. They were much more exciting women than you have seen lately at the White House. 6. They have known him for 20 years. They had a clear sense of who he was. 7. Thomas has phoned the Kuwaiti Embassy several times for updates. 8. I think we should get a doctor's opinion. Xavier has phoned Dr. Rafael, a friend of ours. 9. The way forward since 1964 has been difficult. 10. Have they ever deviated from the company's original mission? 11. But have they ever seen a rich and educated person impale himself upon a flagpole flying the Stars and Stripes? 12. She has not taken statements from people who ought to be deposed a long time ago. 13. More than 45 years have passed since that June afternoon on the Howard campus.

8. Put questions to the underlined words.

1. Since David died, she has not taken any interest in her appearance. 2. He has lost his soul, but somewhere along the line he got off his moral course. 3. I have already appealed to Wesley. 4. She has read at the Mercury Cafe and now has a bookmark with a poem on it. 5. Things have been so quiet that he has read five books. 6. I have read yet another story about death and abuse at state schools in the newspaper. 7. I have never been in that situation. 8. They have never had a serious accident. 10. I have already enrolled in open elementary education, and I am taking related courses.

9. Replace the infinitives in brackets by the Present Indefinite or the Present Perfect.

1. As a rule I (to have) ham and eggs for breakfast, but this time I (to order) an omelette. 2. This is the house where I (to live). I (to live) here since childhood. 3. Once in a week I (to write) letters home, but I (not to write) one this week, so my next letter must be particularly long. 4. No wonder he (to look) tired after the strain under which he (to be) lately. 5. She just (to ask) a porter to carry her bags as they (to be) too heavy for her. 6. “Where (to be) your monitor?” – “She (to go) to the library”. 7. I regularly (to see) him every morning at the tram stop, but I (not to see) him these two or three days. 8. “Why you (not to shave) this morning” – “I (to shave) every other day”.

10. GROUP WORK. In groups of four discuss the following questions and present your answers in the form of a diagram.

1. Have you ever pretended to be ill to get off work or school? 2. Have you ever cheated in an exam? 3. Have you ever ridden a camel or an elephant? 4. Have you ever read your brother's, sister's or friend's letter which was lying around the house? 5. Have you ever hidden any of your earnings from the tax inspector? 6. Have you ever taken anything home with you from the hotel? 7. Have you ever travelled without a ticket on public transport? 8. Have you ever told lies and invented stories about yourself to impress other people? 9. Have you ever met any people who could speak Swahili? 10. Have you answered all the questions honestly?

11. Translate into English.

1. Де Мері? – Вона щойно вийшла. 2. Студенти уже написали твір і здали роботи. 3. Цього семестру студенти добре вчилися. 4. Що Джон робить в гаражі? – Він помпує шини. Він уже напompував 2 шини, але він ще не напompував третю. 5. Поспіши. Доц ще не закінчився. 6. Ти вже нарешті поснідав? – Ми запізнюємось до школи. 7. У чому справа? – Я загубив свій ключ і намагаюсь розбудити дружину, кидаючи каміння у її вікно. 8. Що ти робиш? – Я збираю яблука. Скільки яблук ти зібрав? – Я вже зібрав 10 яблук. 9.

Вчителька навчала сотні студентів, але вона ще ніколи не почувалася такою гордою як сьогодні. 10. Ти коли-небудь був у Празі? – Так, я був там чотири рази. 11. З дитинства вона мріяла відвідати Америку. 12. Ти чув новини? – Том і Анна заручилися. Це вже не новина, я знаю це вже давно.

12. Read the following stories, pay attention to the verbs in the Present Perfect. Reproduce the stories.

Never Mind About That

The sergeant was taking the personal details of the newly-joined recruit and asked, “Have you any special qualifications?” The recruit modestly answered, “I’m a M.A. of Oxford.”

“Never mind about that,” said the sergeant, “have you taken your school certificate?”

Had It Himself

A man suffering from bronchitis called in a doctor. “I can cure you in a week,” said he. “Have you had great experience of the disease then?” asked the sufferer. “Well,” said the doctor proudly, “I’ve had it myself for fifteen years!”

13. Open the brackets using the appropriate tense form. Act out the dialogues in class.

He Has Eaten It!

Tommy was very talkative, and his father ordered him to remain silent at meal-time. Once at dinner Tommy wanted to speak very much, and his father noticing it at last asked kindly:

“Well, my boy, what is it?”

“Caterpillars (to be) good to eat?” asked Tommy.

“No,” said father. “What (to make) you ask that?”

“You had one on your salad, but you (to eat) it now,” replied Tommy.

All Out

A man once called at a house and asked for the master. “He (to go) out,” replied the servant. “Oh, well, then,” said the visitor, “I will speak to your mistress.” “But she (to go) out, too,” replied the servant.

“Well, as it (to be) a cold day,” said the visitor then, “I will just come in and sit by the fire for a while.” “Ah, sir, but the fire (to go) out too,” answered the servant.

The unfortunate visitor decided that he, too, had better go out, and walked away.

The Present Perfect Continuous Tense

1. The Formation of the Present Perfect Continuous Tense.

The Present Perfect Continuous Tense is formed by means of the Present Perfect of the auxiliary verb to be and the present participle of the notional verb.

Infinitive: *to read*

Present Perfect Continuous: *I have been reading*

The negative form is formed by adding negative particle not, which is placed after the first auxiliary verb

The interrogative form the negative particle not is placed before the subject:

2. The Use of the Present Perfect Continuous Tense.

1. This tense is used for an action, which began in the past and is still continuing or has only just finished:

I've been waiting for an hour and he still hasn't turned up.

I'm so sorry I'm late. Have you been waiting long?

This is not of course possible with verbs, which are not used in the continuous forms; the present perfect continuous can be replaced by the simple present perfect in such cases.

Note that the present perfect continuous expresses an action which is apparently uninterrupted; we do not use it when we mention the number of times a thing has been done or the number of things that have been done.

2. It is common to use *since* or *for* with this use of the present perfect continuous:

I've been looking into the possibility of early retirement since the reorganization. The simple form of the present perfect often focuses on the fact that an action is completed, while the continuous focuses on the fact that it is still ongoing:

I've learnt how to play chess. (= I can play chess now.)

I've been learning how to play chess. (= I'm still learning.)

3. With the adverbs *lately* or *recently*, to talk about new developments which may be temporary:

Helen has been spending a lot of time at the club lately. (= She didn't use to.)

4. To specify that an activity, which started in the past and is still continuing:

I have been learning how to play chess for three years now.

5. To explain a present result, situation, appearance. The focus is on the activity rather than the result. In this case, we don't usually use a time adverb:

This test result is much better. It's clearly you've been revising.

Exercises

1. GROUP WORK a) Twelve students live in a big old house. Today they're all helping to clean it and tidy it up. Read the conversation and say how long they've been doing their jobs. Use a phrase with FOR.

Example: Gary has been throwing away rubbish for an hour and a half.

Adam: What are you doing, Gary?

Gary: Throwing away rubbish. I started at half past ten, and it's twelve o'clock now, look.

Melanie: I'm washing up. I've been doing it since half past eleven.

Adam: Sadie and I are tidying up. We started at half past ten.

Lisa: Has anyone seen a bucket? I've been looking for one since ten to twelve.

Gary: I think Alison and Jason had a bucket. They're working in the garden. They've been there since nine o'clock.

Lisa: What's Don doing?

Adam: He's cleaning the stairs. He's been doing that since Melanie started washing up.

Emma: And I'm repairing this toaster. I started at eleven o'clock, but it still won't work.

Adam: Trevor's mending the door bell. He began the job at about twenty to twelve.

Melanie: Daniel and Rebecca are brushing carpets. They started at ten.

Gary: Let's all go out and have some lunch soon.

Adam: Good idea.

b) *Those students who rent a flat or live in the dormitory, please, share the experience of cleaning your dwelling with your group mates. Try to use Present Perfect or Present Perfect Continuous.*

2. *Fill in the blanks with the Present Perfect Progressive or the Present Perfect form of each verb in brackets. Complete the tag questions and the short answers.*

Sally: So what ... you ... (to do) with yourself, Ann? You don't have to spend much time in the library, ... ?

Ann: No, I ... (to go out) a lot this semester.

S.: Really? Who ... you ... (to go) out with all this time? I know you ... (date) the teaching assistant in our chemistry class, ... ?

A.: Well, I

Dean: Where ... you ... (to go)? ... he ... (to take) you to a lot of movies?

Carlos: He ... (to invite) you out to dinner a lot, ... ? Where ...you ... (to eat)?

Ann: Well, we

Janet: You ... (not to stay) home much, ... ? I know because ... I ... (to try) to call you.

Sally: Your life sounds so romantic. Married life it completely different. We ... (not to go) out at all, ... , Carlos?

Carlos: Of course, ... why, just three months ago we went out for a pizza!

3. *Open the brackets and use verbs in the right form.*

1. "We (to learn) _____ about the kumari since childhood," says Neha Surung. 2. Human rights organizations (to gather) _____ data on such violations in

Iraq for more than 10 years. 3. Mr. Meyer (to prepare) _____ for this debate his entire career. 4. The Nuggets (to search) _____ for a general manager to oversee basketball operations since April. 5. However, many analysts recently (to revise) _____ their earnings estimates downward. 6. So I think the book (to write) _____ itself for a long time. 7. Anthony (to play) _____ the best basketball of his young pro career for the past two months. 8. All winter, the ice (to catch) _____ polluted snow and rain.

4. Match the functions of the tense with the sentences.

1. An action which began in the past and is still continuing or has only just finished.	A. It's a good show and has been getting better and better since they got a new producer a few weeks ago.
2. To specify that an activity which started in the past and is still continuing.	B. For many, many years I have been learning how to paint; now I want to express.
3. To explain a present result, situation, appearance. The focus is on the activity rather than the result.	C. This is a moment every one here has been waiting for.

5. State the functions of the Present Perfect Continuous.

1. David and I have been listening with great interest. 2. This guy has been waiting for this moment his whole life. 3. Kevin Lewis, who has been waiting for three hours, declares, - "The iPod Mini is the newest greatest thing" 4. Peter Donaldson has been reading the news at the BBC for 30 years. 5. It suggests that humans have been gathering to offer praise in story, art, and song for a very long time. 6. The Obama campaign has been playing the race card over and over again. 7. For weeks, the Senate committee has been expecting to receive a new national intelligence estimate on Iraq. 8. Somebody has been coming into that Web site. 9. The killer has been listening to the message.

6. Put questions to the underlined words.

1. For thirty years, my sister Nina has been seeing psychiatrists and feeling better about herself. 2. All of us have been expecting for some time there would be the multidrug resistance. 3. She has been working for the house as a volunteer, ever since. 4. The museum has been collecting samples of artists' papers from all over the world for nearly twenty years. 5. I have been painting for 70 years and I still like to paint gourds. 6. Humans have been eating chocolate for almost 2,000 years. 7. She has been talking for hours, in the aquarium cafeteria. 8. She has been talking to people at the Holocaust Museum there about a job. 9. My kids have been eating this food all their lives. 10. Prices have been falling in virtually every year since 1997, pulling wages and consumption down with them. 11. Klug has been riding since he was 10, he is one of the pioneers of this sport. 12. Police, volunteers and search dogs have been looking for Lindsey.

7. Replace the infinitives by the Present Perfect or the Present Perfect Continuous.

1. This short-sighted man (to lose) his spectacles. We (to look) for them everywhere but we can't find them. 2. "You ever (to act) as interpreter?" – "Yes, that is what I (to do) for the last live months". 3. A skillful photographer (to help) me with the development of films for two weeks, but we (to develop) only half my summer films. 4. "They (to make) up quarrel?" – "I don't know. I only know that they (not to be) on speaking terms since September". 5. I (to try) to get into contact with them for a long time, but now I (to give) it up as hopeless. 6. Our pilot (to ask) for permission to take off for ten minutes already, but he (to get) no answer yet. 7. The workers (to work) very hard these two weeks, they (to be busy) with the interior decoration of the house. 8. Now that the picture (to appear) everybody can see what thorough work the producer and the cameraman (to do). 9. You (to be) of great help to us since you (to be) with us.

8. Translate into Ukrainian.

1. Я працюю над статтею уже три місяці, але я ще не закінчила її. 2. Як багато квітів ти посадила! Ти працювала увесь день? 3. Поглянь, що ти зробив! Ти зіпсував мою картину, яку я малювала 2 тижні. 4. Ми вже цілу годину обговорюємо весільну подорож Мері і Тома, але ми ще не розповіли про їхню пригоду на кораблі. 5. Я не бачила Джека цілий місяць. Ти не знаєш що трапилося з ним? 6. Уже місяць немає дощу. 7. Будівлю нової школи будують уже 5 років, але ще не побудували. 8. Ми не бачили нашого класного керівника з випускного балу. 9. Скільки часу ти вивчаєш англійську? – Я вивчаю англійську уже десять років. 10. Я весь день намагаюсь пояснити директору причину мого запізнення. 11. Скільки часу твій друг грає на гітарі? – Він грає на гітарі з дитинства. 12. Він бігає увесь ранок. 13. Скільки часу ти читаєш цю книжку? – Я читаю її три дні.

9. Read the following stories, pay attention to the verbs in the Present Perfect Continuous. Reproduce the stories.

A Thing of the Past

Bobby was usually a quiet and peaceful boy. One day to his mother's surprise, he came from school with a black eye and a torn collar.

“Gracious,” she exclaimed. “What have you been doing, Bobby?” “It's that new boy next door,” sobbed Bobby. “Have you been fighting with him?” asked the mother. Bobby nodded. “I'm very much ashamed of you,” she said, “and disappointed in that little boy next door. I thought he had such a nice face.” “Yes, he did have,” put in Bobby earnestly, “but he hasn't now.”

Peculiar Taste

The prim old lady was given the first glass of beer she ever had. After sipping it for a moment she looked up with a puzzled air.

“How odd!” she murmured. “It tastes just like the medicine my husband has been taking for the last twenty years.”

A Fine Sportswoman

A young lady entered a crowded car with a pair of skates slung over her arm. An elderly gentleman arose to give her his seat.

“Thank you very much, sir,” she said, “but I’ve been skating all afternoon and I’m tired of sitting down.”

10. Read the following dialogues and act them out using the Present Perfect Continuous where necessary. Share with your group mates some funny stories that have happened to you.

A Clever Way Out

Employee: “I have been doing three men’s work for one man’s pay for ten years already.”

Employer: “I can’t give you a rise. But if you tell me who the other two men are, I’ll discharge them.”

A Fellow Traveller

A lady seated herself in a train containing a solitary travelling salesman. And after a while the traveler said politely, “Excuse me, miss, but – ”

“If you speak or annoy me, I’ll pull the train cord,” snapped the girl.

Whenever he attempted to speak, the girl threatened to give the alarm. At last, the train slowed up at a station and the traveler rose to his feet.

“I don’t care whether you like it or not,” he said, “but I want that torn bag with strawberries you’ve been sitting on for the last six miles.”

Self-Study Exercises

1. Insert the Present Indefinite, the Present Continuous, the Present Perfect or the Present Perfect Continuous.

1. He (to solve) the crossword puzzle for half an hour and he (to say) he (to be) about to finish it as he (to think) over the last word. 2. The actors (to rehearse) since early morning; now they (to go over) the first scene as they (not to be) satisfied with their acting. 3. Here you (to be) at last! I (to wait) for you for twenty minutes. You (not to be) ashamed? 4. She (to speak) over the telephone long enough, it (to be) time for her to stop talking. 5. Since you (to keep) late hours this week you (to look) tired and worn out. 6. It (to snow) steadily the whole week and it still (to snow). 7. At last you (to open) the door! I (to ring) for an hour at least, it (to seem) to me. 8. My watch (to keep) good time ever since the first repair. 9. They (to discuss) this questions ever since I (to be) here and they (not to come) to any definite conclusion yet. 10. The typist (to miss) several words, as she (to talk) all the time. 11. The lecturer (to mention) this name several times but I cannot remember it. 12. He (to work) at the language all the time and (to make) great progress. His phonetics (to be) perfect, only a slight accent (to remain).

2. Complete the following dialogues using the correct present tense:

1. Mary (see) Peter standing at the bus stop.

Mary: Hello, Peter. What bus you (wait) for?

Peter: Hello, Mary. I (wait) for a 9 or a 14.

Mary: You usually (go) to work by car, don't you?

Peter: Yes, but the car (belong) to my mother and she sometimes (want) it. She (use) it today to take Tom to the dentist.

Mary: I usually (go) by car too. Jack (take) me because he (pass) my office on his way to the factory. But this week he (work) in a factory in the opposite direction: so I (queue) like you.

Peter: Here's a 9 now. Will you come on it or you wait for a 14?

Mary: I (think) I'll take the 9. If I (wait) for a 14 I may be late, and if you (be) late at my office everyone (look) at you.

2. Mary and Ann (wait) outside a telephone box. Inside the box a boy (dial) a number.

Mary: You (know) that boy?

Ann: Yes, he's a friend of my brother's. He (phone) his girlfriend every day from this box.

Mary: Where he (come) from?

Ann: He (come) from Japan. He's a very clever boy; he (speak) four languages.

Mary: I (wonder) what he (speak) now.

Ann: Well, his girlfriend (come) from Japan too; so I (suppose) he (speak) Japanese.

3. It is 8.30 Tom and Ann (have) breakfast. They both (open) their letters.

Tom: No one ever (write) to me. All I (get) is bills! You (have) anything interesting?

Ann: I've got a letter from Hugh. He (say) he (come) to London next week and (want) us to meet him for lunch.

4. *Peter:* You (have) traffic wardens in your country?

Pedro: No, I (not think) so. You (not see) them in my town anyway. What exactly a traffic warden (do)?

Peter: He (walk) up and down the street and if a car (stay) too long at a parking place or (park) in a no-parking area he (stick) a parking ticket to the windscreen.

5. It is Friday evening and the Brown family are at home. Mrs. Brown (listen) to a concert on the radio; Mr. Brown (read) a paper, George Brown (do) his homework and Ann Brown (write) a letter. Mr. Brown always (read) his newspapers in the evenings. Mrs. Brown sometimes (knit) but she (not knit) tonight. Mr. Brown often (go) to the theatre but his wife (not go) very often. He (like) all sorts of plays. She (prefer) comedies. Tonight they (watch) a very modern comedy. They (enjoy) it, but they (not understand) some of the jokes.

3. Replace the infinitives by the Present Perfect, or the Present Perfect Continuous.

1. What you (to do)? – We (to pick) apples. How many you (to pick)? – We (to pick) ten basketfuls. 2. I (sleep) on every bed in this house and I don't like any of them. 3. He (to sleep) since ten o'clock. It's time he woke up. 4. He (to ride); that's why he is wearing breeches. I (to ride) all the horses in this stable. 5. What a lovely smell! – Mary (to make) jam. 6. The students (to work) very well this term. 7. I only (to hear) from him twice since he went away. 8. I (polish) this table all the morning and she isn't satisfied with it yet. 9. I (work) for him for ten years and he never once (say) "Good morning" to me. 10. He (teach) in this school for five years. 11. I (teach) hundreds of students but I never (meet) such a hopeless class as this.

5. Translate into English:

1. Що ти робиш? – Я перекладаю статтю. Яку статтю ти перекладаєш? – Я перекладаю статтю про клімат Великої Британії. Я перекладаю її уже два місяці, стаття дуже велика і я ще не переклав її. 2. Де Мері? – Вона в їдальні. Що вона там робить? – Вона снідає, але як правило вона снідає вдома. 3. З того часу, як вчителька вийшла, учні не зробили жодного завдання. 4. На жаль, я ще не прибрала будинок, хоча я прибираю його уже дві години. 5. Вираз твого обличчя дуже сумний. Про що ти думаєш? 6. Поглянь на Мері. Вона зблідла. Запитай її як вона почувається. 7. Мері спокійна і трішки сором'язлива дівчина, але сьогодні музика з її квартири звучить дуже голосно. 8. Тобі подобаються ці квіти? Як на мене, вони пахнуть мигдалем. 9. Де твій чоловік? – Він у гаражі. Що він там робить? – Він ремонтує машину. Він її ремонтує цілий день, але ще її не відремонтував. 10. Скільки часу ти фарбуєш цей паркан? – Я малюю його три години. І я вже стомився від цієї роботи. 11. Скільки часу ти знаєш свого найкращого друга? – Я знаю його з дитинства. 12. Кожного року ми їдемо до бабусі на канікули, але цього літа поїхали на тиждень у Крим. 13. Ти знаєш ту жінку, яка переходить дорогу? – Я знаю, що вона моя сусідка, але я ще не познайомилася з нею. 14. Поглянь як красиво навкруги. Я люблю

спостерігати за змінами в природі. 15. Нарешті я виконала це завдання і можу іти на прогулянку.

6. Read the text carefully and answer the questions:

Right now I am looking at a picture of Barbara. She is not at home in the picture. She is at the park. She is sitting on a bench. She is eating her lunch. Some boys and girls are running on a patch in the park. A squirrel is sitting on the ground in front of Barbara. The squirrel is eating a nut. Barbara is watching the squirrel. She always watches squirrels when she eats her lunch in the park. Some ducks are swimming in the pond in the picture, and some birds are flying in the sky. A policeman is riding a horse. He rides a horse in the park every day. Near Barbara, a family is having a picnic. They go on a picnic every week.

- a. Where is Barbara in the picture?
- b. What is she doing?
- c. What is the squirrel doing in the picture?
- d. What does Barbara always do when she has lunch in the park?
- e. What are the ducks doing?
- f. How often does the policeman ride his horse?
- g. How often does the family have a picnic at the park?

7. This is Anna's first letter in English to David. There are some mistakes.

Rewrite wrong verb forms. Underline if the verb form is correct:

Dear David,

I **live** in a large flat in Rome. I'm **having**..... *have* two sisters. They are called Rosa and Maria. We **are getting up**.....at seven o'clock every morning, and we **have** coffee and a small breakfast. I **leave**..... the flat at eight and walk to the university. I **am finishing** classes at five every day, and I **arrive** home at six. This month I **work** very hard for my exams.

At the moment, I **eat** breakfast in the kitchen of our flat, my mother **drinks**..... coffee, and my sisters **are reading** magazines.

On Saturday afternoons I **am playing**..... tennis with my friends, or I **go**..... to the cinema. Today, I'm going to see a new English film. Sometimes I **am watching**..... American films on TV, but I'm **not understanding**..... the words! Are you **liking** films?

Please write to me soon.

With best wishes,

Anna

8. Use Present Perfect tense or Present Perfect Continuous to fill in the blanks:

1. I'm trying to study. I (try) to study for the last hour, but something always seems to interrupt me. I think I'd better go to the library.

2. The children are playing basketball right now. They (play) for almost two hours. They must be getting tired.

3. The telephone (ring) four times in the last hour, and each time it has been for my roommate.

4. The telephone (ring) for almost a minute. Why doesn't someone answer it?

5. It (rain) all day. I wonder when it will stop.

6. We (have) three accidents so far this week. I wonder how many more we will have if you keep using the tools carelessly.

7. We (live) here since last June.

8. My little son is dirty from head to foot because he (play) in the mud.

9. What's the matter? Your eyes are red and puffy. I hope you (not / cry). Oh, now I understand. You (peel) some onions.

10. Hello, Rob. I'm happy to see you again. I (not / see) you for weeks.
What you(do) lately?

11. I (not / be) able to reach my boss on the phone yet. I (try)
for the last twenty minutes, but the line busy.

12. We (have) three major snowstorms so far this winter. I wonder how
many more we will have.

13. I (write) them three times, but I still haven't received a reply.

14. A: Dr. Harrison is a good teacher. How long he (be) at the
university?

B: He (teach) here for almost 25 years.

15. A: What are you going to order for dinner?

B: Well, I (have / have) pizza. So I think, I'll order that.

16. My uncle(paint) the outside of his house for three weeks and he's
still not finished.

17. The Smiths are presently in Tunisia. They (travel) throughout
North Africa since the middle of May. They'll return home in another month.

The Past Indefinite Tense (Past Simple)

The Past Indefinite denotes an action performed within a period of time which is already over.

1. The Formation of the Past Indefinite Tense.

The Past Indefinite Tense is formed by adding **–ed** to the infinitive without particle *to* of the regular verb. The past indefinite form of each irregular verb must be learnt.

The interrogative form of the Past Indefinite is formed by means of the auxiliary verb *to do* in the Past Indefinite and the infinitive of the main verb without the particle *to*.

The negative form of the Past Indefinite is formed by means of the auxiliary verb *to do* in the Past Indefinite, the negative particle *not* and the infinitive of the main verb without the particle *to*.

Why did you not answer my telephone call?

Why didn't you answer me?

The auxiliary verb **to do** can also be used in the affirmative form of the Past Indefinite to make the meaning of the verb more emphatic. In this case the form *did* which is strongly stressed is placed between the subject and the infinitive of the main verb.

I did want to get a dictionary.

2. The Use of the Past Indefinite Tense.

The Past Indefinite is used to denote:

1. An action performed in the past (the time of the action is usually given):

This question arose in the Strauss case in 1958 .

2. When the time is asked about:

When did you meet him?

3. The action, which clearly took place at a definite time even though the time is not mentioned:

The train was ten minutes late. How did you get your present job? I bought this car in Montreal.

4. An action whose time is not given but which occupied a period of time now terminated, or occurred in the moment in a period of time now terminated:

He worked in that bank for four year. (but he does not work there now).

She lived in Rome for a long time. (but she is not living there now).

5. A past habit:

He always carried an umbrella.

They never drank wine.

6. To describe states in the past:

We lived just outside Oxford in the nineties but we didn't have a car.

3. Spelling Rules.

Verbs ending in -e add -d:

Infinitive: *to arrive*

Past Indefinite: *arrived.*

When a verb of one syllable has one vowel and ends in a single consonant, this consonant is doubled before -ed:

Infinitive: *to stop*

Past Indefinite: *stopped.*

Verbs of two or more syllables whose last syllable contains only one vowel and ends in a single consonant double this consonant if the stress falls on the last syllable:

Infinitive: *to prefer*

Past Indefinite: *preferred.*

A final -l after a single vowel is always doubled in BE (which is not the case in AE):

Infinitive: *to signal*

Past Indefinite: *signalled.*

Verbs ending in -y following a consonant change the -y into -i before -ed:

Infinitive: *to cry*

Past Indefinite: *cried*.

Verbs ending in -y following a vowel do not change anything and just add the ending -ed:

Infinitive: *to play*

Past Indefinite: *played*.

4. Pronunciation: 'ed' endings

Regular verbs in the simple past all end in 'ed'. These two small letters can be pronounced in three different ways: /id / /t/ or /d /. The pronunciation depends on the sound at the end of the infinitive of the main verb and whether it is voiced or not.

a) infinitives that end in the sounds /t/ or /d/ – /id / *needed, hated, dated, seated*;

b) infinitives that end in a voiced sound – / d / *lived, chilled, enjoyed, tried*;

c) infinitives that end in an unvoiced sound – / t / *shopped, picked, wished, crunched*.

5. Used to is used to talk about past situations or habits that continued for months or years and to emphasize that the situation today is different. 'Used to' has the same form in all persons, singular and plural and it is followed by infinitive.

We also use 'used to' for things that were true but are not true anymore:

I used to think Armando was serious, but I realize he's a very nice person.

We form questions and negations with the auxiliary verb did / did not (didn't), the subject and the verb "use" without -d:

Did Silvia use to have long hair?

Carlos didn't use to drink a lot of alcohol.

Exercises

1. PAIR WORK *Exchange ideas with your partner about Lewis' family Christmas presents.*

The members of the Lewis family gave each other presents at Christmas. The presents were a badminton racket, some books, a new calculator, a new camera, some cassettes, a road atlas and a sweater. Read the information about the Lewis family and then say which person had which present.

Example: Sarah wants to take better photos. She had a new camera.

1. Dad likes new clothes. 2. Kate is good at sport. 3. Grandma loves reading. 4. Mike likes maths. 5. Grandad loves music. 6. Mum drives the car a lot.

2. PAIR WORK. Complete the dialogue.

a) A number of people saw a monster in the sea on the south coast of England. One of them was Henry. He's talking to reporters about it. Put in *was, wasn't, were, weren't, had* or *didn't have*.

Reporter: What happened? Where ... you? And where ... the monster?

Henry: I ... here on the beach. I saw the monster in the water. Then it swam out to sea. It... a great shock. It... very nice, I can tell you.

Reporter: What... the monster like?

Henry: Big. It... a very large animal. It... a large body, but it... a small head. Its eyes ... blue and round. It... teeth, but they ... very big. It... any ears.

Reporter: Did you take a photo of it?

Henry: I ... my camera with me, I'm afraid. And it... very quick. It all happened in a moment.

b) Imagine that you were out in the country one evening and you saw a spaceship land and two Martians get out. Your partner is a reporter interviewing you about it.

3. Give the form of the Past Indefinite of the following verbs and transcribe them.

To work, to turn, to hope, to live, to cry, to try, to play, to stay, to slip, to stoop, to permit, to add, to offer, to prefer, to travel, to conceal, to compel, to employ, to convey, to dry, to occur, to agree, to suffer, to lie, to burry, to fry, to tie, to stop, to like, to limit, to beg, to pant, to knick, to laugh, to last.

4. QUIZZ. a) Ask questions to the underlined words.

1. Chaucer exerted a great influence on English literature. 2. Daniel Defoe published his famous book "Robinson Crusoe" when an elderly man. 3. Richardson wrote his novels in the form of a series of letters. 4. Robert Burns' father worked hard to make both ends meet. 5. Walter Scott revived the old national and popular element of Scotch poetry. 6. Shelley and Byron met in Switzerland in 1816. 7. Charles Dickens died quite suddenly in 1870. 8. Thackeray used the novel as an instrument of satire. 9. George Meredith was born in 1828 and died in 1909. 10. When a boy, Rudyard Kipling lived in India. 11. Oscar Wilde dazzled London with ironical social comedies full of wit, epigram and paradox.

b) Say what you know about the famous people mentioned in the exercise and tell about a few facts from their lives.

5. Open the brackets.

1. He _____ to give up drinking sake (to decide). 2. I ____ a long discussion with another actress in town about this (to have). 3. He _____ his hair and came into my room (to powder). 4. And so, we _____ at 2011's full-blown crisis (to arrive). 5. Dan Burton _____ donating after a \$257 gift in 2009 (to stop). 6. A 22-year-old snowboarder ____ into a mother and her 5-year-old daughter (to crash). 7. We _____ everything we could think of to stop it (to try). 8. He _____ at that last truth reluctantly but bitterly (to arrive). 9. I _____ my husband and _____ him (to grab, to hug). 10. He _____ again, _____ his arms wide and _____ it as music (to smile, to spread, to sing). 11. I _____ a few lines in Paul Revere's Ride (to write).

6. Match the function of the tense with the correct example.

1. An action performed in the past.	A. The Sri Lankan government controlled the entire island.
2. When the time is asked about.	B. I bought this car in Montreal.
3. The action, which clearly took place at	C. In the early 19th century, the

a definite time even though the time is not mentioned.	neighborhood grew quickly as waves of German immigrants arrived in Ohio.
4. An action whose time is not given but which occupied a period of time now terminated, or occurred at a moment in a period of time now terminated	D. I nearly cried. I felt the same as if it were a racist comment, truly.
5. A past habit.	E. He finally stopped locking those doors.
6. The simple past is used in conditional sentences.	F. When did you see him?

7. State the function of the tense.

1. Why didn't you help us when you had a chance? 2. Things he accomplished, the problems he solved, and the people with whom he worked, particularly the Vietnamese, whom he greatly admired. 3. Simple farming villages slowly became substantial settlements, with solidly built houses, finely worked pottery, and trade networks that linked settlements together. 4. On Holy Saturday, she carried four ham hocks. 5. Hershel sang into the microphone, but he didn't get a bite. 6. She filled the bulbous container nearly to the brim. 7. Mr. Muhammad often seemed uneasy, when he saw news reports about the wars in Iraq and Afghanistan. 8. When did you know your band was for real? 9. So when did you get the result of the biopsy? 10. He forced his chair away from the table and jumped to his feet. 11. I jumped when Mrs. Allison called my name.

8. Complete this true story about a bank robbery in the USA. Put each verb in brackets into the simple past.

In 1983 in Reno, Nevada a man (decide) to rob a bank. He (write) a message on the back of an envelope. The message (say) "Put the money in a bag and hand it over". The man (go) into a bank, (wait) in line and then (hand) the envelope to the cashier. The woman (not want) to argue. She (take) the money out of a drawer, (put)

it in a bag and (give) it to the man. He (walk) out of the bank and (make) his escape. The robber (feel) pleased. "It (be) easy,' he (think)". He (not know) how much money he (have) in the bag, but he (hope) it (be) a lot. But when he (arrive) home, he (get) a shock. He (find) the police there. Unfortunately for the robber, his name and address (be) on the other side of the envelope.

b) GROUP WORK organize yourselves in groups of four and write a similar story about a jewellery shop robbery that happened three months ago. Here are some verbs to help you: decide, want, think over, plan, do, stop, run, threaten, break, take, escape, get, leave, drive and fly.

9. Translate into Ukrainian.

1. Це трапилось багато століть тому назад. 2. Я бачила його вчора. Він розповів мені про нову виставу. 3. Минулого року ми відпочивали в Криму і бачили багато пам'яток архітектури там. 4. Де і коли ви вперше зустрілись? Ми зустрілись минулого року на вечірці з нагоди Денисового дня народження. 5. Минулого літа часто падав дощ, чи не так? Так, минуле літо було дощове. 6. Хто ходив вчора за покупками? Мама ходила, але вона забула купити хліба і я ходила ще раз сьогодні зранку. 7. Петро Могила заснував Києво-Могилянський колегіум у 17 ст. 8. Коли був запущений перший супутник Землі? 9. Що ви робили вчора: перекладали статтю чи писали твір? Ми переклали наукову статтю. 10. Вчора ми мало не спізнилися на потяг, але на щастя на розі вулиці ми спіймали таксі і приїхали на вокзал вчасно. 11. Я бачила цей фільм, коли була підлітком. 12. Вони зустрілись багато років тому. Це була їх єдина зустріч. 13. Хто розповів тобі ці новини? Ніхто, я прочитав це в Інтернеті. 14. Тобі хтось допомагав переставляти меблі? Мої сини зробили все самі ще вчора.

10. Complete then sentences with used to... and the verbs play, listen, have, read, live, like.

Model: When I was seven years old I used to like ice-cream.

1. I _____ hide and seek. 2. Ten years ago I _____ in an apartment. 3. When I was in elementary school I _____ a bicycle. 4. My grandpa _____ to the radio and _____ many books.

11. Ten years ago, Max was a student, now he is a doctor. Use the prompts to ask and answer questions about Max, as in the example.

THEN be very messy, live with his parents, take the bus to the university, play soccer, wear long hair

NOW be very neat, have his own house, have his own car, go to the gym, wear short hair

A: Did Max use to be very neat?

B: No, he didn't. He used to be very messy.

12. Have you changed in the last ten years? Write answers to these questions and share them with your partner. Think of five more similar questions to ask your groupmates.

1. Where did you use to spend your vacation ten years ago? Where do you go now? I used to... _____ Now,... _____.

2. What kind of music did you use to like then? Who were your favorite singers? What kind of music do you like now?

3. What kind of clothes did you use to wear? What kind of clothes do you wear now?

13. Read the story, open the brackets using the Past Indefinite. Reproduce the story.

Hospitality

The good wife (apologize) to the unexpected guest for serving the apple pie without cheese. The little boy of the family (leave) quietly the room for a moment, and (return) with a piece of cheese, which he (lay) on the guest's plate.

The visitor (smile), (put) the cheese into his mouth, and then (remark): "You must have better eyes than your mother, sonny. Where you (find) it?" The boy (reply): "In the rat-trap."

14. Read the dialogues and act them out. Spot the verbs in the Past Indefinite.

Had He but Known

Mother entered the kitchen and saw her small son in the process of putting bandage round his finger.

“My poor boy,” she said lovingly, “how did you hurt your finger?”

“I hit it just now with a hammer,” said the boy.

Mother looked surprised. “But I didn’t hear you crying,” she said tendently.

“No,” replied the boy, “I thought you were out.”

Mistake

One morning, I left my husband in our hotel room and went shopping. When I returned, I got out of the elevator at the wrong floor. Stopping at the door of what I assumed to be our room, I knocked and said softly, “Honey! Oh, honey!”

There was no response, so I knocked again. “Honey,” I called. “Honey, it’s me. Let me in, honey.” At this, an exasperated male voice said, “Madam, this is a bathroom – not a beehive!”

15. Read the story. Ask at least 10 different kinds of questions using the Past Simple. Reproduce the story.

An Englishman in Spain

An Englishman was in Spain. He went to a little café for breakfast. He only spoke English and the waiter did not know any English at all. The man wanted some milk. He said to the waiter: “Please, bring me a glass of milk.” But the waiter did not understand him. Then the Englishman took out a piece of paper and wrote on it ‘milk’. The waiter did not understand this either. Then the man drew a cow on the piece of paper. The waiter looked at the picture and went away. After some time he came back, but he did not bring any milk. He brought a ticket for a bull-fight.

16. GAME TIME. Describe a funny/embarrassing/pleasant/unpleasant thing that happened to you in the past. Your group mates should guess whether the story you told is true or lie.

The Past Continuous Tense (Past Progressive)

1. The Formation of the Past Continuous Tense.

The past continuous is chiefly used for past actions, which continued for some time but whose exact limits are not known and are not important.

The past continuous tense is formed by the past tense of the verb *to be* + *the present participle* of the notional verb.

In the interrogative form the auxiliary verb is placed before the subject.

In the negative form the negative particle not is placed after the auxiliary verb.

2. The Use of the Past Continuous.

1. To express an action going on at a definite moment in the past.

During my training, I was earning a lot less than my wife.

Used without a time expression it can indicate gradual development of the action: *It was getting darker. The wind was rising.*

2. To expresses an action, which began before a certain time and probably continued after it. *At eight he was having breakfast* implies that he was in the middle of breakfast at eight, that he had started it before eight. *He had breakfast at eight* would imply that he started it at eight.

3. We use the continuous tense in descriptions. Note the combination of description (past continuous) with narrative (simple past):

A wood fire was burning on the hearth, and a cat was sleeping in front of it. A girl was playing the piano and (was) singing softly to herself. Suddenly there was a knock on the door. The girl stopped playing. The cat woke up.

4. We use the past continuous to contrast an ongoing action with a single event, which interrupts it.

Seventy cars were crossing the bridge when the pier collapsed into the river.

Note: if the background action finishes just before the event, which interrupts it we prefer to use the past perfect continuous.

Exercises

1. PAIR WORK. Mr. Pratt has a lot of dreams. He's telling a psychiatrist about them. How does Mr. Pratt describe his dreams? Look at the psychiatrist's notes.

drives a car – wheel comes off

queen walks in – eat breakfast

walks across bridge – meets a tiger

roof falls in – watch TV

climbs stairs – sees ghost

looks into mirror – it breaks

wind blows him over cliff – walks among the path

lie on beach – elephant comes out of sea

digs garden – finds dead body

b) *Have you had any interesting or amusing dreams? Can you describe them?*

2. *Replace the infinitives in brackets by the Past Indefinite or the Past Continuous.*

1. Andrew (to write) the label when the surgery bell (to ring) and presently a short man (to enter). A dog (to follow) him. There (to be) silence while the man (to look) Andrew up and down. "I (to see) a light in your window as I (to pass)", he (to say). 2. During dinner while Andrew (to chew) his piece of old meat, Mrs. Page (to help) herself to wine and a hot beefsteak. After dinner while Andrew (to try) hard to swallow the last piece of meet, she (to sit) studying him, and by the look in her eyes Andrew (to see) that she (to reflect) on something concerning him. 3. Jim's way (to lie) along the quays. He (to walk) slowly. The multitude of ships of all sizes and nations (to delight) him. In one ship sailors (to sing) at their work; in another sailors (to hang) to threads that (to seem) no thicker than a spider's; along the quay men (to walk) their clumsy swaggering sea-walk. Jim half (to dream) still when he (to come)

to the place of his destination and (to meet) Square Trelawney, who (to come) out of the door of a large inn.

3. Match the function of the tense with the correct example.

1. To express an action going on at a definite moment in the past.	A. Nothing was reasonable until about 1957, when we were building the first large radio telescopes in this country.
2. To indicate gradual development of the action.	B. It was twelve and he was still sitting and waiting for her.
3. To express an action, which began before a certain time and probably continued after it.	C. When I returned she was sweeping the floor.
4. To contrast an ongoing action with a single event which interrupts it.	D. She was constantly complaining of being lonely.

4. Put questions to the underlined words:

1. She was crying and screaming into the receiver. 2. I was playing with a couple of friends because school wasn't out yet. 3. We were building an institution that was going to be a very important player for a long time. 4. Our decision to explore gay PDA was triggered by what we were reading and seeing on TV. 5. While the three men were laughing, Matt was drawing his pistol. 6. And so there was a loud pop as we were singing the song. 7. When we finally got back to the apartment, Anne's eyes were dancing. 8. I was walking by your dressing room and they were singing. 9. Despite the early hour, two young women in native costumes were dancing on a raised platform. 10. My parents liked that I was helping our neighbor and saving the money I was making.

5. Comment on the use of the Past Continuous.

1. Phuong was drinking a glass of orange juice and I was having a beer and we sat in silence, content to be together (Greene). 2. While he was speaking, I was looking at him. My mother was sitting by the fire that bright, windy March afternoon,

very timid and sad (Dickens). 3. She was weeping now...; her whole body was trembling (Bennett). 4. The weeks were passing, his money was going, and there was no money coming in (London). 5. All the time she was talking she was patting my arm reassuringly (Walsh). 6. Some were working short hours, some were turning off hands, and for weeks Barton was out of work, living on credit (Gaskell). 7. Through the open door came the low voice of his father. The old man was singing (Abrahams).

6. Insert the Past Continuous or the Past Indefinite.

As I _____ on this discovery, a little girl, followed by her attendant, _____ running up the lawn (to meditate, to come) (Bronte). 2. Maggie _____ Tom _____ at her; she _____ on her branch, lost to almost every thing but a sense of jam and idleness (not to know, to look, to swing) (Eliot). 3. And I _____ softly into the room. She _____ by the fire, suckling an infant (to go, to sit) (Dickens). 4. As he _____ the box to his waistcoat pocket, a loud bell _____ for the servants' dinner (to return, to ring) (Bronte). 5. Sophia _____ towards the door... But Mrs. Baines _____ already _____ the door (to leap, to open) (Bennett). 7. While Dinny _____, her aunt _____ to her room (to dress, to come) (Galsworthy).

7. Complete Julia's story of how she met her husband, Mark. Put the verbs in brackets in the Past Simple or Past Continuous.

I first _____ (meet) Mark nine years ago, at a party at my friend Harry's house, and we _____ (go) out on our first date three weeks later. Mark _____ (stay) with Harry while he _____ (visit) from Boston, and one Sunday Harry _____ (invite) me to this barbecue in his garden. Mark _____ (help) him to get it ready, supposedly, but when I _____ (arrive) it was complete chaos! They _____ (still tidy) the house, and there was no food ready at all, so I _____ (offer) to help them. Mark and I _____ (start) chatting while we _____ (prepare) the salads, but I remember thinking he _____ (be) a bit strange because he _____ (ask) me if I had a boyfriend. I think that Americans are much more direct than the British. Anyway, he _____ (seem) a nice guy, and I _____ (like) him a lot... except for this awful Hawaiian shirt that he _____ (wear) – it was just unbelievable!

8. Match the beginnings of the sentences with the endings using when, while or because. Use the appropriate tense form.

My dad (give) me a lift	we (have) dinner
My relatives (arrive)	she (ski) in Austria
The police (stop) him	I (meet) my husband
It (snow)	Marco (drive) past me.
I (do) a summer job in a hotel	it (rain) so hard
Anna (break) her leg	I (open) my bedroom curtains this morning
I (wait) for the bus this morning	he (drive) too fast.
You (fall) off your bike	you (not pay) attention to the road

9. Use either the Past Indefinite tense or the Past Continuous where necessary and explain your choice.

1. Jane ... (eat) dinner when his friend called. 2. While Marie was cleaning the apartment, her husband ... (sleep). 3. At three o'clock this morning, Eleanor ... (study). 4. When Marie arrived, the Johnsons ... (have) dinner, but they stopped in order to talk to her. 5. John ... (go) to France last year. 6. When the teacher ... (enter) the room, the students ... (to talk). 7. While Joan ... (to write) the report, Henry ... (look) for more information. 8. We ... (see) this movie last night. 9. At one time, Mr. Roberts ... (own) this building. 10. John ... (write) a letter to his family when his pencil ... (break). 11. When we ... (to open) the window, it ... (to rain). 12. It ... (to get) dark when we ... (to reach) home. 13. You ... (to find) these examples in the book at the previous lesson. 14. I ... (not to forget) to lock the door this morning. 15. The pupils ... (to work) in the field. 16. We ... (to arrive) ten minutes later. 17. We ... (to see) the men in the boat which ... (to near) the harbour. 18. Ann still ... (to look) out of the window when I ... (to enter). She ... (to lie) in bed. She ... (to say) she ... (not to feel) well. 19. The train ... (to pass) a big town in the night and so we ... (not to see) it. 20. You ... (to write) all day yesterday.

10. Translate into English.

1. Вибачте, що я не змогла приєднатися до Вас, адже улюблений фільм транслювався по телебаченню, і я його не могла пропустити. 2. Весь дім ще спав, тільки Настя на кухні пекла духмяні булочки на сніданок. 3. Вона замріяно йшла парком, аж раптом якийсь собака загавкав на неї. 4. У нього алібі, інспектор. Минулої суботи о 8 вечора він був у кафе “Десятка”, пив пиво і розмовляв з друзями. 5. Всі були дуже зайняті – готувалися до від’їзду. 6. Вчора цілий день він пролежав на дивані: читав, спав, дивився телевизор та просто байдикував. 7. Ми бачили як він намагався допомогти бабусі перейти через дорогу. 8. Вчора падав сильний дощ, і ми вирішили провести вечір удома. 9. Вона виглянула з вікна і побачила як її чоловік спішно повертався додому та ніс великий букет білих троянд. 10. Нова ідея спала на думку Джеку, коли він курих сигару. 11. Коли ми вперше зустрілися, він купував краватку, і я допомагала йому з вибором. 12. Коли бос повернувся в офіс, офіс-менеджерка відправляла факс. 13. Дитячі очі заблищали, коли ми почали розгортати подарунки. 14. Точно у цей час вчора ми дізнались цю новину. 15. Ми дуже поспішали, оскільки боялися запізнитись на поїзд.

11. Read the following stories. Spot the verbs used in the Past Continuous and explain its use. Reproduce the stories.

A Mistake

A man on a train was groaning so frightfully that the passengers took pity on him, and one of them gave him a drink out of a whiskey bottle.

“Do you feel better?” asked the giver. “I do,” said he who had groaned. “What ached you, anyway?” “Ached me?” “Yes, what made you groan so?” “Groan! Good Gracious! I was singing!”

A Polite Boy

One morning a boy was going by a London bus to school. He had a bad cold and was sniffing all the time and so loudly that the people began to look at him and shake their heads. An old gentleman was sitting next to the boy. He suffered the

boy's sniffing for some time but at last lost his patience and said, "Haven't you got a handkerchief, my boy?" "Yes, I've got a clean handkerchief in my pocket," said the boy, "but I can't let you have it. Mother says it is not polite to ask anybody for a handkerchief. You must use your own."

The Past Perfect Tense

1. The formation of the Past Perfect Tense.

The Past Perfect Tense is formed with the help of the auxiliary verb *had* + *past participle* of the notional verb:

By the end of the fourth day, we had exhausted most of our rations.

Regular verbs have a past participle form which is the same as the past tense form (i.e. we add -ed to the base form). Irregular verbs, e.g. see, often have a past participle form, e.g. seen, which is different from the past tense form, e.g. saw. We often use the contracted form of had ('d) in spoken English:

We were exhausted; we'd been up all night with the baby.

In the interrogative form, the auxiliary verb is placed before the subject.

In the negative form, the negative particle *not* is placed after the auxiliary verb.

2. The Use of the Past Perfect.

1. To describe an action which is completed before a time in the past. We can include a specific time reference such as by, after, before, as soon as, then:

By the time the UN task force arrived, the rebel forces had taken the province.

2. To describe a state which existed before a past event:

At the time of her trial last year, Hinkley had been in prison for eight months.

3. To make a sequence of events clear. We use the past perfect for the earlier action and the past simple for the later.

When we got back, the babysitter had gone home.

We can use just or already with the past perfect to show, that the earlier action was recent or earlier than expected:

When we got back, we found that the babysitter had already gone home.

We don't usually use the past perfect if the sequence is obvious:

I opened the door and let him in.

4. To describe the cause of a past event:

David didn't join the band as he'd signed up with a rival label.

5. To describe past intentions which were unfulfilled:

They had hoped to get to the summit but Trovers fell ill at the base camp.

We use the past perfect with verbs such as *hope, expect, want, plan, think about.*

Exercises

1. Decide the order in which these things happened. Then write two sentences using after and the past perfect.

Example: The prisoner ran across the yard. He jumped out of the window. He climbed over the wall. - After the prisoner had jumped out of the window, he ran across the yard. After he had run across the yard, he climbed over the wall.

1. The bank clerk gave it to me. She looked at my cheque. She counted out the money.

2. The tourists got out of the coach. They got back in the coach. They took photos.

3. The reporter wrote a report on the accident. She interviewed the people there. She went to the scene of the accident.

4. The mechanic put a new tire on. He put the wheel back on. He took the wheel off the car.

PAIR WORK. Write a paragraph describing how you carried out a job such as wrapping a parcel and posting it. (You can use these words: parcel, paper, wrap, stick, tape, tie, string, post office, assistant, weigh, pay, stamp). Try to think of a job that you did recently.

2. ***Questioner:*** Which of the following things had your friend done by his/her sixteenth birthday? Use the Past Perfect tense to answer.

Model: By your sixteenth birthday, had you smoked cigarettes?

smoke a cigarette, learn to drive, go on my first date, get drunk, study calculus, study physics, fall in love, have my first kiss, learn how to support myself, live apart from my parents, learn everything there is to know about life, be on an

airplane, learn to speak another language well, decide what I wanted to do for a living.

B. Now present your friend's answers in class.

Model: By his/her sixteenth birthday, he/she had smoked cigarettes and decided that she/he was never going to smoke again.

3. Comment on the use of the Past Perfect.

1. Osborne fully believed that Dobbin had come to announce his son's surrender (Thackeray). 2. I had been apt enough to learn, and willing enough, when my mother and I had lived alone together (Dickens). 3. The other children who had grown up with him were still the same (Abrahams). 4. Hardly had she sat down when a very stout gentleman flopped into the chair opposite hers (Mansfield). 5. Very coolly she reviewed the scene she had been through (Galsworthy). 6. It had long been her pet plan that her uncles should benefit themselves and Bosinney by building country-houses. (Galsworthy) 7. The Infanta had never before seen this wonderful ceremony (Wilde). 8. George made no answer, and we found, on going over, that he had been asleep for some time (Jerome). 9. Ben was sorry then that he had brought his son (Aldridge). 10. When they had waved good-bight, Michael stopped on the steps and called to them (Carter).

4. Comment on the use of the Past Perfect in the following sentences.

1. The programmer had done the work by four o'clock. 2. The policeman asked if there had been any witnesses. 3. By the time we got to the shopping centre, it had closed. 4. The students had written the test and were now checking them up. 5. Mike phoned Rosie, but she hadn't returned home yet. 6. We had discussed the news and were now thinking about it. 7. She complained that she was penniless, as she had spent all her money. 8. When I came back home, my family had already had dinner and were now watching the film. 9. It turned out that Dick was ill and he had been ill for a fortnight. 10. We learnt that they had been close friends for many years. 11. Hardly had I turned on the television, when I heard shocking news. 12. No sooner had he opened the door than the children rushed to meet him. 13. Scarcely had the

inspector opened the envelope when he understood everything. 14. By next morning, the snow that had begun in the night had turned into a blizzard so thick that the last class of the term was cancelled. 15. She had a stock of excuses, as usual, when in fact she had overslept as usual.

5. Read and translate the sentences. Pay special attention to the use of the Past Perfect in the subordinate clauses of time.

1. After they had shaken hands, Steve said, “Thank you” 2. Champagne was poured, and after they had all clinked glasses, Bill asked, “So are you here on business?” 3. Once she had applied a little make-up and sprayed on perfume, she ran downstairs to prepare lunch for David. 4. On Sunday morning, after she had drunk a quick cup of coffee, Vanessa dialed the Commodore Hotel. 5. After they had entered the church, they stood quietly for a moment, adjusting their eyes to the dim light. 6. After she had given the note to the front desk, her son led her outside. 7. Later that afternoon when Winston had left, she moved in the direction of the office. 8. When she had finished her cup, my mother put it down and started talking. 9. As soon as the last course had been served, the servants left the dining room. 10. After I had had my cup of tea, I went back to the library.

6. Match the function of the tense with the correct example.

1. To describe an action which is completed before a time in the past.	A. He had suspected something was going on between Hank and me long before he actually caught us.
2. To describe a state which existed before a past event.	B. The delegates didn't take a decision because it hadn't been discussed before.
3. To make a sequence of events clear.	C. She gave him not only all the fish he had caught, but also kissed his cheek
4. To describe the cause of a past event.	D. She gave him not only all the fish he had caught, but also kissed his cheek.
5. To describe past intentions which were	E. He was born in 1970, two years after

unfulfilled	his father had returned from Vietnam.
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7. Put questions to the underlined words:

1. He couldn't find any evidence that Bill Finney had influenced the investigation. 2. Thirty seconds before, I had thought my statement was precisely what this stodgy establishment needed. 3. For five years, the president's widow had been the most admired woman in the country. 4. My assurances and plans had brought her some relief, and even hope. 5. She had built a nest somewhere in the woods, and filled it with eggs. 6. A week of riding the boxcars had made him wary and observant. 7. I sighed and looked around my office, it had become disheveled in the last few months.

8. Insert the Past Perfect or the Past Indefinite.

1. Without grasping the details, she _____ what _____ between them (to understand, to come) (Carter). 2. He _____ to the washing-stand, which I _____ to be like Mrs. Gummidge, and _____ me with his head to obey him directly (to point, to make out, to motion) (Dickens). 3. They _____ in silence. The sun _____ and the night — (to walk, to go, to come) (Abrahams). 4. I never, at that time, _____ such a metallic lady altogether as Miss Murdstone — (to see, to be) (Dickens). 5. Their growing estrangement _____ and _____ him... Christine and he _____ ideally happy in their married life (to depress, to irritate, to be) (Cronin). 6. After the lecture Schmidt _____ him outside and _____ to know why Johnny — absent (to meet, to want, to be) (Abrahams). 7. Hardly _____ she _____ one gentleman into the little pantry... and _____ him off with his overcoat, when the wheezy hall-door bell — again... (to bring, to help, to cling) (Joyce). 8. It was Mrs. Athelney's native village, and she _____ from her childhood to pick in the hop-field... (to be accustomed) (Maugham)

9. Supply the Past Perfect or the Past Simple in the following sentences.

1. The policeman read the suspect his rights after he ... (arrest) him. 2. After John ... (wash) his clothes, he began to study. 3. George ... (wait) for one hour before

the bus came. 4. Maria ... (enter) the university after she ... (graduate) from the community college. 5. Jeanette ... (wash) its pipettes after she ... (complete) the experiment. 6. Jane sent a letter to her university after she ... (receive) her scholarship check. 7. After the stewardess had served lunch to the passengers, they ... (sit) down. 8. The car ... (flip) ten times before it landed on its roof. 9. We corrected our paper after we ... (take) the quiz. 10. John ... (live) in Miami for one year when his parents came to visit.

10. Translate into English.

1. Батьки прийшли до школи після того як збори розпочалися. 2. Їй ніхто не сказав, що вона тяжко хвора, поки вона не видужала. 3. Вона дала мені лист лише після того, як я представився. 4. Його не пропускали на екзамен, поки він не показав студентський квиток. 5. Моя вимова покращилась після занять з практичної фонетики. 6. Коли він прочитав лист, він підніс його до свічі і дивився як він горів. 7. Сонце ще не піднялось над обрієм, коли ми вирушили в похід. 8. Вирішення проблеми виявилось значно простішим ніж ми думали. 9. Все вже було готовим до від'їзду, але таксі ще не приїхало. 10. До того часу, як я прийшов, стіл уже був накритий, і наша родина обідала. 11. Не встигла я перекласти статтю, як мені подзвонила Джейн і сказала, що потрібно ще написати твір. 12. За столом навпроти мене сидів чоловік, який в минулому був відомий мандрівник. 13. Вона пожалілася, що увесь час відколи вона знала свого чоловіка, він був трудоголіком. 14 Було ясно, що мама не мала ні хвилини спокою відколи ми взяли двох цуценят і кішку. 15. Він визнав, що пройшло багато років відколи він востаннє був у відпустці.

11. Read the stories. Spot the sentences with the Past Perfect and comment on its use.

Nothing to Make Fuss Over

Mr. Black had been scolded by an old lady to whom he had recommended a volume of Shakespeare's plays.

“I can’t understand why you all make such a fuss over that man,” she told him after she had looked over the book. “All he has done is string together a whole lot of very old, well-known quotations.”

Foresight

The employer had lost a pound and an office boy brought it back to him. “You’re an honest lad,” said the employer, “but the pound I lost was a note and not silver.”

“Yes, I know, sir,” replied the boy. “But the last time I found a pound note the owner didn’t have any change.”

Those Englishmen!

A Frenchman who had never been to England before one day started from a large London station on a railway journey. The station was under repairs at the time and the brick-layers had erected some scaffolding. As the train was steaming slowly out of the station and neared the scaffolding, a porter warningly shouted in a loud voice: “Look out!”

The Frenchman at once popped out his head, which came violently into contact with the structure.

When he had sufficiently recovered from the effects of the blow to speak, he exclaimed: “Oh, those Englishmen are great fools. They say “look out” when they mean “look in”. I do not like their language.”

The Past Perfect Continuous Tense

1. The formation of the Past Perfect Continuous Tense.

We form the past perfect continuous tense with had been and the present participle:

The lake was near bursting point as it had been raining heavily for weeks.

There are some verbs, which are rarely used in the continuous tenses, including the past perfect continuous.

2. The Use of the Past Perfect Continuous Tense.

1. To describe an ongoing situation or action which continued up to, or stopped just before, a time in the past:

He had been working for over an hour before the auditors turned up.

2. To explain a past result, e.g. a situation or an appearance:

The few survivors looked painfully thin. They had been living on meager rations since the accident. (They looked thin because they had been living on meager rations).

3. To focus on the duration of the action:

Kubrick had been trying to get the film made for more than twenty years.

4. We don't usually use the past perfect continuous for completed actions, or actions and background situations still continuing at the same time as the past simple narrative:

She found her desk was empty; security had removed everything. (completed action = past perfect simple)

We were living in New York when John was made redundant. (an ongoing situation which forms the background = past continuous)

Exercises

1. Comment on the use of the Past Perfect Continuous. Translate into Ukrainian.

1. Over tea Lanny told her about Cape Town and what he had been doing (Abrahams). 2. One night when Miss Murdstone had been developing certain

household plans to her brother, ... my mother suddenly began to cry (Dickens). 3. The children who had been playing in front of the little church stopped and drew near to watch the spectacle (Abrahams). 4. Peggotty and I were sitting one night by the parlor fire, alone, I had been reading to Peggotty about crocodiles (Dickens). 5. He was laughing heartily in a high key at a story, which he had been telling Gabriel on the stairs... (Joyce).

2. Comment on the use of the Past Continuous and the Past Perfect Continuous. Translate the sentences into Ukrainian.

1. She was mending one of Madame's camisoles, and the work required all her attention (Huxley). 2. I took the sculls. I had not been pulling for more than a minute or so, when George noticed something black floating on the water (Jerome). 3. He was hitting at my door, but I lay possum. (Greene). 4. He hadn't published one thing that Erik had seen, but Erik decided not to ask what he had been doing (Wilson). 5. He liked music, but the piece she was playing had no melody for him. (Joyce). 6. They had been quarrelling now for nearly three quarters of an hour the voices floated down the corridor, from the other end of the flat (Huxley). 7. Michael rose and clutched his hat. Wilfrid had said exactly what he himself had really been thinking ever since he came (Galsworthy).

3. Ask questions to the underlined word.

1. The scientist had been working at the experiment for about a year before the problem was solved. 2. We had been packing up our things for two hours when it was time to go to the railway station. 3. They had been sailing for about a month when they saw a small island. 4. The young man had been working at the laboratory for two years before he decided to enter the University. 5. The members of the expedition of the Academy of Sciences had been making preparations for some months, before they started for the North. 6. It had been snowing all day when I left home. 7. I had been waiting for my friend about an hour when she came home at last.

4. Read and translate the sentences. Comment on the use of the Past Perfect Progressive.

1. Later that afternoon, Derek put down the script he had been reading. 2. That evening Diana called me from London, and I told her what I'd been doing all day. 3. Emma, who had been listening attentively, knew with absolute certainty that he was speaking the truth. 4. Ketti looked at Sue and knew that she had been weeping. 5. Catherine, who had been looking at her mother intently, now spoke in a concerned voice. 6. It just happened so that she knew what her son had been doing. He had been courting her personal clients in an effort to take them over himself. But it wouldn't work as long as she was head of the company. 7. Andrew, who is English, had been living in New York for seven years when we met. We had been seeing each other for only two months when he asked me to marry him. 8. I had been hearing and reading about the Vatican for so long that I was genuinely keen to see it.

5. Replace the infinitives by the Past Perfect, the Past Perfect Continuous or the Past Indefinite.

1. They (to drive) in the car for many hours before they (to come) to the crossroads. 2. The scientists (to carry) out dozens of experiments before they (to achieve) satisfactory results. 3. The violinist (to practise) the passage hour after hour until he (to master) it at last. 4. At last, the postman (to bring) the letter which I (to expect) several weeks. 5. He told me he (not to see) much of her since he (to move) to another place. 6. When I (to arrive) he (to stay) at the same hotel where we first (to meet). He (to tell) me he (to wait) for me for some time already. 7. He (to consult) his watch nervously several times before he (to see) her at the end of the platform. 8. He (to write) and (to tear) up more than one letter when at last he (to find) the necessary form of address. 9. My watch (to keep) good time before I (to drop) it. 10. At the end of the week the fishermen (to think) they (to sail) long enough to reach the shore, and as there (to be) no land in sight, they (to understand) that they (to lose) their course and (to follow) the wrong route. 11. It (not to rain) for more than two months, and the fruits (to fall) before they (to become) ripe, when one August night the people (to be)

roused) by the sound of heavy drops beating against the roofs and windowpanes. With the rain there (to come) hope.

6. Translate into Ukrainian.

1. Художник уважно розглядав картину, яку малював уже декілька днів. 2. Всі поважали президента фірми, який керував нею уже декілька років. 3. За запахом в кімнаті мама здогадалася, що син курил. 4. Коли я зайшов у кімнату, всі замовкли; я зрозумів, що вони говорили про мене. 5. Коли директор зайшов в офіс, секретарка плакала. Собака пошматував доповідь, яку вона готувала всі вихідні. 6. Том піднявся зі сходів, на яких сидів, і зайшов у дім. 7. Аня шукала парасольку вже 20 хвилин, коли вона згадала, що залишила її на роботі. 8. Коли ми вийшли з дому, дощ ішов уже дві години. 9. Коли вчителька увійшла до класу, учні уже двадцять хвилин чекали на неї. 10. Її батьки вирішили продати квартиру, у якій прожили двадцять років. 11. Коли Джейн поїхала у відпустку, її чоловік відпочивав на морі уже тиждень. 12. Вчора вона отримала листа, на який чекала уже тиждень. 13. Нарешті він зміг втілити в життя ідею яку обдумував уже місяць. 14. Коли я приїхав у Лондон, музей Мадам Тюссо уже місяць був на реконструкції.

Self-Study Exercises

1. **GROUP WORK.** *In pairs, share the information about twin sisters Mary Kate and Ashley Olsen. Then read the text about them and choose the correct verb form.*

The World's Most Successful Twins

Mary Kate and Ashley Olsen are the most successful twins in the world, and they are still teenagers. Read the fact file below.

- The twins *were / have been born* in Oakwood, California on 13th June 1986.
- They *were / have been* TV stars all their lives. They *appeared / have appeared* in their first TV show, the popular American sitcom Full House at the age of just nine months!
- At the age of six, they *started / have started* their own production company, becoming the youngest Hollywood producers in history.
- They *appeared / have appeared* in Full House for eight years. The show finally *ended / has finally ended* in 1995.
- Since 1995, the twins *become / have become* famous worldwide and have fan websites in dozens of languages.
- They *published / have published* their first book about twelve years ago: so far, their books *sold / have sold* more than thirty million copies, and *made / have made* more than \$130 million.
- The twins *also produced / have also produced* their own clothing, jewellery, make-up and perfume ranges.
- So far, the twins *built up / have built up* a fortune of at least \$150 million dollars each, and in 2003 they *were / have been* the world's highest paid TV stars.

2. **PAIR WORK.** *Complete this conversation by putting the verbs in brackets into the Present Perfect or the Past Simple.*

Rachel: Hello, Bob.

Bob: Hello. I (not see) you for a long time.

R.: I (see) you in town two or three weeks ago, but you (not see) me. I (be) on a bus.

B.: Well, how are things? Are you still living over the shop?

R.: No, I (move) now. I (find) a super flat just before I went on holiday. I (be) there three months.

B.: ... you (pass) your driving test yet?

R.: Yes, I have. I (pass) in October. I (not buy) a car yet, though. But what about you, Bob? ... anything exciting (happen) to you lately?

B.: No, not really. My mother (not be) very well for a few months now.

R.: Oh, dear. I'm sorry to hear that.

B.: And my brother's out of work.

R.: ... he (leave) school in the summer, then?

B.: Yes. He (not do) very well in his exams and he (not find) a job yet.

R.: Are you still working at Scott's?

B.: Yes. They ... just (give) me a pay rise.

R.: Well, that's one piece of good news.

b) *Now, make up a dialogue. Imagine that you are meeting an old friend who you haven't seen for about a year. Tell your friend three or four items of news about yourself and don't forget to ask him some question about his/her life.*

3. Put the verbs in brackets into the correct tense: the Present Perfect or the Past Simple.

1. I (buy) a new house last year, but I (not sell) my old house yet, so at the moment, I have two houses. 2. When Ann (be) on her way to the station it (begin) to rain. Ann (run) back to her flat for her umbrella, but this (make) her late for her train. 3. She (catch) the next train but it (not get) in till 9.00, so she (arrive) at her office ten minutes late. 4. Her boss (look) up as she (come) in. "You (be) late every morning this week," he (growl). 5. At 7 a.m. Charles (ring) Peter and (say), "I'm going fishing, Peter. Would you like to come?" – "But it's so early," (say) Peter. "I (not have) breakfast yet. Why you (not tell) me last night?" 6. Tom (meet) Paul at lunch

time and (say), “I (not see) you at the bus stop this morning. You (miss) the bus?” – “I (not miss) it,” (reply) Paul. “I (not miss) a bus for years. But this morning George (give) me a lift”. 7. Ann (go) to Canada six months ago. She (work) in Canada for a while and then (go) to the United States. 8. Mary (be) in Japan for two years. She is working there and likes it very much. – How she (go)? – She (go) by air. 9. When I (buy) my new house I (ask) for a telephone. The Post Office (tell) me to wait, but I (wait) a year now and my phone still (not come). 10. Bill usually has breakfast at 8.00. Yesterday at 8.30. Peter (meet) Bill and (offer) him an apple. “No, thanks,” (say) Bill. “I just (have) breakfast”. 11. Just as Ann (arrive) at the airfield a plane (land) and a girl (climb) out. To her surprise Ann (recognize) her cousin, Lucy. “Hello, Lucy,” she (exclaim). “I (not know) that you (know) how to fly a plane”. – “I only just (learn),” (say) Lucy. 12. Peter (try) to come in quietly but his mother (hear) him and (call) out, “Where you (be)? Your supper (be) in the oven for an hour”. 13. You (be) to the theatre lately? – Yes, I (go) to the theater last week. – You (like) it? – Yes, but I (not see) very well. I (be) right at the back. 14. You (be) to Cambridge? – Yes, I (be) there last month. – How you (get) there? – My brother (take) me in his car.

4. Complete the sentences with the Present Perfect Progressive or the Past Perfect Progressive of the verbs in the list:

ask, expect, fly, give, learn, listen, look, operate, point out, say, see, wait, work.

1. At last you're here! I ... for you for over twenty minutes. 2. He knows quite a lot of English. He ... it for six years. 3. She finally said “Yes”. He ... her to marry him for years. 4. I think I need a break. I ... solidly for the last three hours. 5. You ... to a word I have you? 6. For some time now, world leaders ... the necessity for agreement on arms reduction. 7. The police, who ... trouble during the civil rights demonstration, were surprised by the eventual absence of violence. 8. The manager went down with pneumonia. He ... unwell for several days. 9. The chairman said that the Board of Directors ... serious thought to the possibility of entering the American

market. 10. At the inquiry into the plane crash, the pilot said in evidence that he ... this type of aircraft for ten years. 11. I know why you're having nightmares. You ... too many horror films recently. 12. The new one-way scheme ... for just over twelve months, and traffic has improved considerably as a result.

5. Comment on the use of the Past Indefinite, the Past Continuous and the Past Perfect. Translate into Ukrainian.

1. And soon she was laughing when he told her about some of the funny things he had seen in Cape Town (Abrahams). 2. By this time, quite a small crowd had collected, and people were asking each other what was the matter (Jerome). 3. The two airline pilots who had discovered this bay had called it Shark Bay, not for its shape but for its population. It was always well filled with good-sized Red Sea sharks who came into it after the big shoals of herring and mullet, which sought protection in here from time to time (Aldridge). 4. When she had ascertained that I was really subsiding, she loosened her hold of me (Bronte). 5. The sea-air and the sun had browned already the faces of Athelny's children. Mrs. Athelny was frying bacon and at the same time keeping an eye on the younger children... (Maugham).

7. Translate into English.

1. Коли я зайшов в кафе, мої друзі уже там були. Вони сиділи за столиком біля вікна і обговорювали план поїздки. Вони обговорювали план уже пів години, але вирішили не приймати остаточного рішення без моєї думки. 2. Вчора Енн була в кінотеатрі, вона дві години чекала на Пітера, але він так і не прийшов. 3. Що ти робив минулого літа? – Минулого літа усі три місяці я працював на курсах іноземних мов і тому не мав можливості повноцінно відпочити. 4. Увесь минулий тиждень ми гостювали у нашої тітки у селі, і тільки вчора повернулися у місто. 5. Музей спілки художників України ремонтували уже місяць коли я про це дізналась. 6. Що ти робила вчора, Аню, коли я тобі дзвонила? Вчора весь день я готувалась до випускних екзаменів і тому виключила телефон ще зранку, а включила його на декілька хвилин увечері. 7. Вона сиділа біля вікна і дивилася як падає дощ. Дощ ішов уже другу

годину, а звуки грому стали чутні лишень 10 хвилин тому назад. 8. Вчора я загубив свої ключі. Я шукав їх по квартирі 15 хвилин, коли зателефонував мій друг і сказав, що він їх знайшов у своєму автомобілі. 9. Оскільки вона хворіла цілий тиждень, то не могла написати контрольну роботу. 10. Вона пропрацювала кілька років санітаркою у лікарні, поки не вступила до медичного університету. 11. Довгі роки він наполегливо працював перш ніж до нього прийшов успіх. 12. Вони подорожували Італією вже другий тиждень, коли у нього страшенно розболілось горло і він захворів. 13. Цілий день ми шукали бабусині окуляри, а знайшли їх тільки ввечері. 14. Вона почувала себе впевнено на співбесіді тому, що продумала всі можливі питання і відповіді. 15. Було просто неможливо їхати ґрунтовою дорогою, тому, що весь тиждень йшли дощі. 16. Мисливці замовкли, олень поступово наближався. 17. Оператор комп'ютерного набору друкувала документ, коли зайшла помічник керівника і принесла ще якісь папери. 18. Поки директор вів ділові переговори з представниками іноземних фірм офіс – менеджер робила каву. 19. Поїзд саме набирив швидкість, але йому вдалося вскочити в останній вагон. 20. Готуючи обід Мері згадала, що вона не купила м'яса, тому, що півгодини вибирала свіжі овочі.

8. GROUP WORK. Think over the difference in the use of the Present Perfect and the Past Simple. Provide your own examples to illustrate the rule.

Present Perfect	Past Simple

9. Quiz : All the people here have changed in some way. Match the beginnings of the sentences to the correct endings.

1. I was very healthy when I was younger because ... 2. Her hair looks fabulous short but ... 3. He's so much healthier now but ... 4. It's strange that she

works with dogs now because ... 5. Now he never goes to sunny places on holidays but ... 6. I love Thai food now but ... 7. They live in a huge house now but ... 8. They moved to the countryside a few years ago even though ...

- a. she didn't use to like animals.
- b. they used to live in a tiny flat.
- c. she used to have really long hair.
- d. they used to live in New York.
- e. he used to smoke 20 a day.
- f. I used to cycle everywhere.
- g. I didn't use to like spicy food.
- h. he used to love beach holidays.

10. Read the sentences and decide whether the form is correct or not. If it is wrong, think of the appropriate variant.

1. We used to go everywhere together. Now he won't even speak to me.
a. Correct b. Wrong
2. Every day now I uses to ride my bike to school.
a. Correct b. Wrong
3. They didn't use to drink alcohol.
a. Correct b. Wrong
4. We used to have a dog when we were young.
a. Correct b. Wrong
5. She didn't used to smoke.
a. Correct b. Wrong
6. They used to living in Singapore.
a. Correct b. Wrong

To be used to/to get used to

- We use *be used to* to talk about things that are familiar and no longer strange or difficult for us.
- We use *get used to* to talk about things that become familiar, less strange, or less difficult over a period of time.
- After *be used to* and *get used to* we use the verb+ing or can use a noun or pronoun.
- It is possible to put the structures *be used to* and *get used to* in any tense we need.

Exercises

1. Read the text and pay attention to the italicized parts.

LETTER FROM AN AMERICAN

By Shaun Hicks

I've always been very interested in foreign countries, so imagine how excited I was about having the opportunity to work as a Peace Corps Volunteer in Ukraine! Before I came here, all I knew about the country was that Kiev is the capital city, that borsch soup is very famous and some facts about Ukraine's history with Russia. Even though winter is cold in Ternopil, I come from Colorado and *1) I'm used to the cold weather.*

One thing I really wasn't prepared for was learning how to ride on marshrutkas, but *2) I'm slowly getting used to it.* During the week, marshrutkas can be very crowded and I usually don't have a seat to sit on. It took me a while *3) to get used to paying the driver some hryvnia,* especially because he is so busy. And I certainly *4) wasn't used to the Ukrainian language* of the other passengers! But it's important for me to learn how to speak Ukrainian, so I can communicate with all of the great people in Ternopil! *5) I will never get used to speaking with taxi drivers!*

The best parts of my stay in Ukraine has been all of the great people I've met and places I've seen. There are beautiful buildings and churches in L'viv, beautiful

parks in Chernihiv, interesting shops in Chernivtsi and a great university in Ternopil!
I really enjoy practicing my Ukrainian when I meet new people!

Oh, one more thing about Ukraine – 6) *I still haven't got used to eating so much!* My host mom makes me eat so much food and she thinks I'm too thin!

a) Write each phrase number in the correct space according to the tense, which is used there:

- a) Present Simple _____
- b) Present Continuous _____
- c) Present Perfect _____
- d) Past Simple _____
- e) Will + infinitive _____
- f) Infinitive with to _____

b) Underline the correct option.

1. I'm *getting/haven't got* used to crowded marshrutkas yet.
2. I'm *get/getting* used to working during weekends.
3. I'm *not/getting* used to sleeping in daylight, so I find it difficult in the summer when I want to have a nap.
4. I don't think I'll ever *get/getting* used to the written language – it has a Cyrillic alphabet.
5. The summers here aren't very warm but *I'm/got* used to temperatures of about 20 in the summer.
6. I'm/'ve got used to finding my way around new places using a map even though it was difficult at first.

2. Choose the best answer to fill the gap in each of the following.

1. When I started to work here, I needed a lot of help, but now I _____ all the work on my own.
a. am used to doing b. used to do c. get used to doing
2. He _____ several books a month, but he doesn't have time any more.
a. was used to reading b. got used to reading c. used to read

3. We were surprised to see her driving – she _____ when we first met her.

a. didn't use to drive b. got used to driving c. was used to driving

4. Don't worry, it's a simple program to use. You _____ it in no time, I'm

sure.

a. used to use b. are used to c. will get used to

5. When I had to commute to work every day I _____ very early.

a. used to getting up b. used to get up

3. Complete the sentences with the correct form of 'used' and the verb in brackets.

Model: 1) Tom _____ (take) the bus, now he walks. → Tom used to take the bus ...

2) Sue hates computers. She isn't _____ them. → She isn't used to them.

1. My grandmother _____ (write) by hand. Now she uses a computer.

2. Bob is very busy in his new job. He _____ (not be) so busy.

3. I've just got my first job. Now I'll have _____ (work) regular hours.

4. Driving is difficult for Tom in England. He _____ (drive) on the left.

5. When Peter was young, he _____ (ride) a bicycle to school.

6. Asian people often find our food tasteless. They _____ (eat) spicy food.

7. Computers _____ (be) very expensive. Now the prices have dropped.

8. English is used a lot in business. We _____ (speak) it at meetings.

9. During my childhood, I _____ (spend) a lot of time with my grandparents.

10. Maria thought that she would never _____ (live) in New York.

Future forms

There are several ways of expressing the future in English:

- ✓ the simple present;
- ✓ will + infinitive, used for intention;
- ✓ the present continuous;
- ✓ the be going to form;
- ✓ the future simple;
- ✓ the future continuous;
- ✓ the future perfect;
- ✓ the future perfect continuous.

The Simple Present used for the future

This tense can be used with a time expression for a definite future arrangement:

The boys start school on Monday.

In this case both present continuous and simple may be used, but the simple present sounds more formal than the continuous.

We also use present simple to talk about timetabled events:

The tour departs on October 11th for 15 days and costs 495hrn.

will + infinitive used to express intention at the moment of decision

The phone is ringing. - I'll answer it.

I'd better order a taxi for tonight. – Don't bother. I'll drive you.

For unpremeditated actions, as above, we must use will (normally contracted to 'll). But note that if after his decision the speaker mentions the action again, he will not use will, but be going to or the present continuous.

The Present Continuous as a future form

Note that the time must be mentioned, or has been mentioned, as otherwise there may be confusion between present and future.

1. The present continuous can express a definite arrangement in the near future:

I'm taking exam in October. - implies that I have entered for it.

If there has merely been an expression of intention, we use the *be going to* form.

But with verbs of movement from one place to another, e.g. arrive, come, drive, fly, go, leave, start, travel, verbs indicating position stay, remain, and the verbs *do* and *have* (food or drink), the present continuous can be used more widely. It can express a decision or plan without any definite arrangement.

What are you going next Saturday? (either *Where are you going* or *What are you going to do*) (This is the usual way of asking people about their plans.) Possible answer: *I am going to the seaside.*

This method of expressing the future cannot be used with verbs, which are not normally used in the continuous tenses. These verbs should be put into the future simple (will/shall).

The be going to form

The present continuous tense of the verb to go + the full infinitive:

I am going to buy a bicycle.

The , form expresses the subject's intention to perform a certain future action. This intention is always premeditated and there is usually, also the idea that some preparation for the action has already been made. Actions expressed by the *be going to* form are therefore usually considered very likely to be performed, though there is not the same idea of definite future arrangement that we get from the present continuous.

The following points may be noted:

1. *be going to* can be used for the near future with a time expression as an alternative to the present continuous:

I am meeting Tom at the station at six.

I am going to meet Tom at the station at six. But note, that *I'm meeting Tom* implies an arrangement with Tom. *I'm going to meet Tom* does not: Tom may get a surprise!

2. *be going to* can be used with time clauses when we wish to emphasize the subject's intention:

He is going to be a dentist when he grows up.

Normally, however, the future simple (shall/will) is used with time clauses.

3. *be going to* can be used without a time expression:

I'm going to play you a Bach fugue.

It then usually refers to the immediate or near future.

Comparison of the use of *be going to* and *will + infinitive* to express intention.

1. The *be going to* form always implies a premeditated intention, and often an intention + plan, *will + infinitive* implies intention alone, and this intention is usually, though not necessarily, unpremeditated.

If, therefore, preparations for the action have been made, we must use *be going to*:

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

If the intention is clearly unpremeditated, we must use *will*:

There is somebody at the hall door. – I'll go and open it.

When the intention is neither clearly premeditated nor clearly unpremeditated, either *be going to* or *will* may be used:

I will/am going to climb that mountain one day.

2. *will + infinitive* in the affirmative is used almost entirely for the first person. Second and third person intentions are, therefore, normally expressed by *be going to*:

He is going to resign.

Are you going to leave without paying?

But in the negative *won't* can be used for all persons. So we can say:

He isn't going to resign or *He won't resign*. But note, that *won't* used for a negative intention normally means "refuse": *He won't resign = He refuses to resign*. *He isn't going to resign* normally means *He doesn't intend to resign*.

Some comparisons of *be going to* and *will*: in answer to Tom's remark: There aren't any matches in the house. Ann might reply either *I'm going to get some today* (premeditated decision) or *I'll get some today* (unpremeditated decision). The first would imply that some time before this conversation she realized that there were no matches and decided to buy some. The second would imply that she had not previously decided to buy matches but took the decision immediately after Tom's remark.

The be going to form used for prediction

The *be going to* form can express the speaker's feeling of certainty, the time is usually not mentioned, but the action is expected to happen in the near or immediate future:

Look at those clouds! It's going to rain.

But: *will* is a common way of expressing what the speaker thinks, believes, hopes, assumes, fears etc.: *It will probably be cold/I expect it will be cold.*

be going to implies that there are signs that something will happen, *will* implies that the speaker thinks/believes that it will happen.

be going to is normally used about the immediate/fairly immediate future; *will* doesn't imply any particular time and could refer to the remote future.

The Future Simple

1. Is used to express the speaker's opinions, assumptions, speculations about the future. These may be introduced by verbs such as *assume, be afraid, be/feel sure, believe, doubt, expect, hope, know suppose, think, wonder* or accompanied by adverbs such as *perhaps, possibly, probably, surely*, but can be used without them:

(I'm sure) he'll come back.

2. Is used similarly for future habitual actions, which we assume will take place: *Spring will come again.*

3. Is used in sentences containing clauses of condition, time and sometimes purpose:

If I drop this glass, it will break.

4. Is used, chiefly in newspapers and news broadcasts, formal announcements of future plans and for weather forecasts. In conversations such statements would normally be expressed by the present continuous or be going to form or, for plans only, by the present continuous:

Newspaper: *The President will open the new heliport tomorrow.*

Reader: *The President is going to open/is opening . . .*

Exercises

1. ***Do the following task.*** Bymore's is a big department store. It's quite an old store now. The management of Bymore's have decided to modernize the store. The manager of the store is explaining what they are going to do and what the result will be. Look at the manager's notes and write down what he says.

Notes

- computer – to tell us what people are buying;
- new escalators – to move people around more quickly;
- more assistants – to help our customers;
- cameras – to stop people stealing things;
- music – to produce the right atmosphere;
- televisions – to inform customers about things in store;
- children's room for parents – to leave their children.

Example

We're going to have a computer. It'll tell us what people are buying.

1. We are going to put in..... They'll
2. employ.....
3.put in.....
4.play.....
5.have.....
6.have..... be able

GROUP WORK Imagine that you are in charge of your college / university. Discuss with the rest of the group what changes you would like to make in the building. You must make definite decisions, and you have plenty of money to spend. Write down your decisions and say what the results will be. Present your ideas in class.

2. *A sports reporter is speaking from Omagua, where the next Olympic Games will take place soon. Put in 'll, will, won't, is going, are going, etc.*

Believe it or not, this is the stadium where the Olympic Games ... to take place in a month's time. This stadium ... be ready until two days before the opening of the Games. The Omaguan government has promised that it ... be ready. But that promise ... to be an easy one to keep. For the next month, hundreds of building workers ... be at work here, and the floodlights ... be on all night every night. But there is an optimistic feeling here that everything ... to be all right on the big day.

These Games ... be the biggest ever. Thousands of athletes from almost every country in the world ... start arriving here soon. There ... to be a huge security operation, and thousands of police and soldiers ... be here to make sure nothing goes wrong. Spectators ... be allowed into the stadium without an identity card, even if they have a ticket. The Omaguans ... to risk a terrorist attack on the Olympics.

I'm sure we ... to see some excellent athletics. Our cameras ... be here to bring you all the action, and I ... be here too to tell you all about it. We ... make sure you don't miss anything.

3. *Sue and Kate are discussing their holiday plans. Complete their conversation using will, 'll, won't or be going to with the verbs in brackets, or use a present tense form of the verb. (Usually there is more than one correct answer.)*

Sue: Where ... you and Ben (go) for your holidays, Kate?

Kate: Morocco. We (spend) ten days in Agadir.

Sue: Oh, that (be) nice. When ... you (go)?

Kate: On Friday night. Our plane (leave) at seven, and we (arrive) at four in the morning.

Sue: You (need) a holiday after that?

Kate: Oh, I don't mind night flights. Anyway, we (enjoy) the sunshine this time next week.

Sue: ... you (stay) in a hotel?

Kate: Yes, a big hotel not far from the beach.

Sue: Our holiday (not be) until next month. Jerry and I (tour) Scotland in the car, we've decided. We (do) some walking, too. The weather (not be) like Agadir, of course.

Kate: How long ... you (go) for?

Sue: Two weeks. We haven't been to Scotland before, so it (be) something different.

Kate: ... you (take) your caravan?

Sue: No, we don't want to take the caravan. We (have to) find hotels to stay in as we go.

Kate: Well, we (be) back from Morocco before you go.

Sue: Have a nice time, Kate.

PAIR WORK. Imagine that your partner is going on holiday soon. Discuss his/her holiday plans in class.

4. Do the following task.

The pupils in Class 6F at Parkside School are all seventeen or eighteen years old. Most of them are going to leave school soon. Read the information about them and then say what they're going to do. Choose the correct phrase from the box below.

become a taxi driver,	do electronics,	hitch-hike round the world,
look for an outdoor job,	stay at school another year,	study engineering,
take a course in banking,	train to be a social worker,	work for the family business

Example *Andrew is interested in machines. - Andrew is going to study engineering.*

1. Neil wants to be out in the fresh air.
2. Michelle and Kevin are interested in computers.

3. Sharon has already learnt to drive.
4. Simon is good with numbers.
5. Nick and Julie need to take their exams again.
6. Adrian's parents have their own company.
7. Tina would like to work with people.

5. ***Graham and his family are going to move from London to Alaska. Janet is asking Graham about the move. Put in 'll, will, won't, shall, shan't or a form of be going to. (Sometimes there is more than one correct answer.)***

Janet: Someone told me you and the family ... go and live in Alaska. Is it true?

Graham: Yes, it is. I ... work for a building company.

Janet: That... be interesting.

Graham: I hope so. It... be something different. It... certainly be a lot colder than London.

Janet: When ... you ... leave?

Graham: On the tenth of next month. We ... be there. In three weeks.

Janet: Oh, so it... be long now. Jerry and I ... be sad to see you go.

Graham: Oh, we ... be back some time. We ... be there for ever. And you can always come to Alaska and see us.

Janet: Well, that isn't a bad idea. We ... visit my sister in Vancouver next summer. *Graham:* Oh, that's great. We ... see you next summer then.

6. ***Ask questions to underlined words.***

1. They will be glad to see you. 2. I shall meet them again in two days. 3. We shall see your friend tomorrow. 4. My brother will be on leave in May. 5. She will keep in mind my request. 6. She will not allow her children to play on the road. 7. I shall give her a valuable present. 8. He will go to the post-office to wire to his mother. 9. I shall be a second year student next year. 10. Tomorrow they will be far from here. 11. It will rain hard in the afternoon. 12. In Teberda you will see high mountains, glaciers, beautiful streams and mountain lakes.

7. Translate into Ukrainian, noting that the Future Indefinite in different contexts may be translated by different aspect forms.

1. Wait a minute. I shall read the letter I have just received and then we shall have a talk. I am free at last. I shall read the whole day tomorrow. 2. I shall be very busy tonight, so I shall translate only the beginning of the article. At the examination we shall translate short extracts from an original text. 3. After dinner he will smoke a cigarette or two. Now he will never smoke again. 4. When will you write that wretched letter? On my day off I shall write letters and listen in. 5. I hope you will correct your mistakes yourself. I'll be busy in the evening, I shall correct my pupils' compositions.

8. Complete the following, using the Present Indefinite or the Future Indefinite.

1. If you put this slip under the microscope 2. I shall accompany you with pleasure as soon as 3. The performance will be a great success if 4. As soon as the operation starts 5. If this time is convenient for you 6. We shall not complete the work this week in case 7. When the tourists descend into the valley.... 8. If she keeps her promise 9. You will be in my way if 10. When you turn into that blind alley 11. As soon as it begins to freeze 12. Unless you look at this picture at some distance... . 13. I shall remind you of your promise in case... . 14. The dentist will pull out the tooth if

9. Replace the infinitives in brackets by the Future Indefinite or the Present Indefinite.

1. The delegation (to start) for London as soon as they (to receive) their visas. 2. At the travel bureau they (to tell) you exactly when the train (to leave). 3. Ask the smith if it (to take) him long to make a double of this key. 4. I (not to think) I (to be able) to call on them and (to say) good-bye before I (to go) abroad. 5. If you (not to want) to climb the tree, you can shake it and the apples (to fall) down to the ground. 6. If I (to go) to Leningrad, I usually (to stay) at my friends'. 7. Ask him when he (to finish) packing. 8. Ask her if she (to come) to the party alone or if her sister (to

come) too. 9. If she (to come) to the party alone and there (to be) nobody she (to know), she (to feel) lonely. 10. The milk (to be) fresh a long time after I (to put) it in the refrigerator. 11. Ask the flower-girl how much money I (to have) to pay if I (to take) all the flowers. 12. Tell the hotel boy to brush your shoes when you (to come) from the outing. 13. Ask the dean if we (to study) according to the old time-table, or a new one (to be) ready when we (to begin) to study.

10. Put the verbs in brackets into the Present Progressive or the Future Simple. (In some sentences the *be going to* form could be used instead of the present progressive.)

1. I am sure that I (recognize) him. 2. I (see) her tomorrow. 3. He (play) in a tennis match on Friday. 4. She (come) back on Monday. 5. I (go) again next year. 6. We (know) tonight. 7. You pay and I (owe) you the money. 8. I (believe) it when I see it. 9. I (have) my car repainted next week. 10. I hope that you (have) a good time tomorrow. 11. His speech (be) broadcast tonight. 12. The window-cleaner (come) at eight tomorrow. 13. Tom (catch) the 7.40 train. 14. Where you (meet) them? - I (meet) them at midnight in the middle of the wood. 15. What horse you (ride) tomorrow? 16. Look! I've broken the teapot. What Mrs. Pitt (say)? 17. He (leave) in a few days. 18. I (remember) it.

11. Put the verbs in brackets into the correct tense (the Present Progressive or the Future Simple).

1. Tom: Where you (go) for your next holiday? (Where have you arranged to go?) Ann: I don't know yet but we probably (go) to Spain. 2. We (have) a drink with Peter tonight. (He has invited us) It's his last night; he (leave) tomorrow. 3. Ann: Do you think we (see) Bill tomorrow? Mary: I hope so. He probably (look) in on his way to the airport. 4. I (see) my bank manager tomorrow. (I have arranged this.) I'm going to ask him for a loan but I expect he (refuse). 5. I (know) the result tomorrow. As soon as I hear, I (tell) you. 6. Jack's mother: Jack (be) ready in a moment. He is just finishing breakfast. Jack's father: If I wait for him any longer, I (miss) my train. I think I (walk) on; he probably (catch) me up. 7. I probably (come) to London some

time next month. I (give) you a ring nearer the time and tell you when I (come). (when I have decided/arranged to come) 8. Hotel Porter: You (get) a parking ticket if you leave your car there, sir. If you (stay) the night (have arranged to stay) you (have to) put it in the hotel garage. Tourist: All right. I (move) it as soon as I've arranged about a room. 9. Ann: I've scorched Bill's shirt. Whatever he (say)? Mary: Oh, he (not mind). He just (buy) another shirt. He has plenty of money. 10. Peter: We'd better leave a message for Jack. Otherwise he (not know) where we've gone. George: All right. I (leave) a note on his table.

12. Use the right form of the verbs in brackets.

1. If the car (be) out of order again, you (have to) call the service station, but I doubt if they (be able to) serve it very quickly. 2. Nobody (know) what (happen) in ten or twenty years if life (get) tougher and tougher. 3. I wonder if they (turn) to us if any need (arise). 4. My little son (want) to know if there (be) some cartoons on TV on Saturday. If there (be) some, he certainly (watch) them. 5. Everybody (be interested) if the weather (change) for the better next week. 6. I (leave) a message at the office in case the customer (phone). But it's difficult to say if he (do) it today. 7. He (wonder) if Caroline (change) her mind about going to the party. If that (happen), he'll be really glad. 8. Nobody can definitely tell us when he (come) back from London. But as soon as he (return), we (get in touch) with him. 9. If Linda (want) to learn Italian, she (have to) attend a special course. I wonder if it (cost) her a lot. 10. We (have) the meeting this week, provided no one (object). 11. I (be) always by your side as long as you (promise) to listen to me. 12. Not (speak) to her unless she (speak) to you first.

13. Translate into English.

1. Вона цікавиться чи будуть ці квіти цвісти в тіні. 2. Ніхто не може сказати мені напевне, чи буде сьогодні працювати лікар. Але якщо і буде, то мені прийдеться вистояти довгу чергу. 3. Якщо Борис відмовиться від шкідливих звичок, то це піде йому на користь. Мені цікаво чи зможе він це зробити. 4. Він не отримає цю високооплачувану роботу, якщо у нього не буде хороших рекомендаційних листів. 5. Якщо я зроблю перший крок, то я не

впевнена, чи він буде правильний. 6. Вона буде в гніві, коли дізнається правду, але я сумніваюсь, що Девід буде спроможний їй це сказати. 7. Перш ніж сідати за стіл дозвольте нам показати вам дім. 8. Вони зв'яжуться з нами після того, як отримають останні дані. 9. Де ти зустрічаєшся з Томом? Ми запланували зустріч о восьмій вечора завтра у центрі міста. 10. Які екзамени ти будеш вибирати для здачі в кінці семестру? Я ще остаточно не вирішив, я збираюся здавати англійську та історію. 11. Що вони збираються робити на канікулах? Вони збираються в кемпінг. А які плани вони мають стосовно собаки? Я не впевнений чи вони вирішать брати його з собою. 12. Мама все зрозуміє з виразу твого лица, перш ніж ти почнеш щось пояснювати. 13. Ми спробуємо накрити стіл перед тим, як прийдуть гості. 14. Коли ти побачиш Сашу, передай йому, будь ласка, що він все ще винен мені гроші. Скажи йому також, що я цікавлюсь, коли ж він мені їх поверне. 15. Якщо який-небудь вірус потрапить у наші комп'ютери, то він заблокує всю інформацію.

15. Read the following dialogues and reproduce them using the Future Indefinite.

Next Time I'll Make It Last All Day

Patient: What, five pounds for removing my tooth? Why, it only took you a few seconds!

Dentist: O.K. Next time I'll make it last all day.

Division of Labour

Aunt Mary: Well, Tommy, shall I carry your bat and balls?

Tommy: No, aunty, thanks! I'll carry the bat and balls. You carry me.

A Considerate Child

Little Ralph entreats his father to buy him a big drum.

Papa: Then you will deafen me all day long with the noise.

Ralph: No, papa. I will only drum when you are asleep.

You Will Come Not Empty-Handed, I Hope

A man invited an acquaintance to his wedding anniversary.

“My house is the third on the right in Crilley Alley,” he explained. “Push the bell with your elbow, and when the door opens, put your foot against it and come in.”

“Why will I have to use my elbow and foot?” the acquaintance asked.

“Isn’t it clear?” said the man in a threatening tone. “You will come not empty-handed, I hope!”

The Future Continuous Tense

1. The formation of the Future Continuous Tense.

This tense is made up of the future simple of to be + the present participle. In the first person, will is more usual than shall, except in the interrogative.

Infinitive: *to read*

Future Continuous Tense: *will be reading*

In the interrogative form the auxiliary verb is placed before the subject.

In the negative form the negative particle not is placed after the auxiliary verb.

2. The use of the Future Continuous Tense.

1. The Future Continuous is used to denote an action, which will be going on at a definite moment in the future.

I wonder whether we shall ever arrive at a decision. I am sure the next time you call we will still be wavering.

The definite moment is indicated either by another future action expressed by a verb in the Present Indefinite or by an adverbial phrase.

I will already be working when you return. At 12 o'clock I will still be working.

The definite moment is often not expressed, but is understood from the situation. *I am sure you won't be able to speak to him, he will be working.*

The Future Perfect Form

1. The formation of the Future Perfect Form.

The Future Perfect is formed by means of the Future Indefinite of the auxiliary verb to have and Participle II of the notional verb.

Infinitive: *to decorate*

Future Perfect Tense: *will have decorated*

In the interrogative form the auxiliary verb is placed before the subject.

In the negative form the negative particle not is placed after the auxiliary verb.

2. The use of the Future Perfect Tense.

It is normally used with a time expression such as by then, by that time, by the 24th.

By the end of next month he will have been here for ten years.

1. The Future Perfect denotes an action completed before a definite moment in the future.

I shall be back by six, and I hope you will have had a good sleep by that time.

2. The Future Perfect can denote an action, which will begin before a definite moment in the future, will continue up to that moment and will be going on at that moment.

I will have been a teacher for 20 years by next May.

I will have worked as a teacher for 20 years by next May.

The Future Perfect Continuous Form

1. The formation of the Future Perfect Continuous Form.

The Future Perfect Continuous is formed by means of the Future Perfect of the auxiliary verb to be and Participle I of the notional verb.

Infinitive: *to translate*

Future Continuous Tense: *will have been translating*

In the interrogative form the auxiliary verb is placed before the subject.

In the negative form the negative particle not is placed after the auxiliary verb.

2. The use of the Future Perfect Continuous Tense.

Like the Future Perfect, it is normally used with a time expression beginning with **by**: *By the end of this year, he'll have been acting for thirty years.*

1. When the action is continuous:

By the end of the month, he will have been living/working/studying here for ten years.

2. When the action is expressed as a continuous action:

By the end of the month he will have been training horses/climbing mountains for twenty years.

But if we mention the number of horses or mountains, or divide this action in any way, we must use the future perfect:

By the end of the month he will have trained 600 horses/climbed all the mountain peaks in this area.

Exercises

1. Open the brackets using Future Simple, Future Continuous or Future Perfect.

1. I (to do) my homework tomorrow. 2. I (to do) my homework at six o'clock tomorrow. 3. I (to do) my homework by six o'clock tomorrow. 4. Tomorrow I (to begin) doing my homework as soon as I come from school. I (to do) my homework from three till six. My father (to come) home at seven o'clock tomorrow. I (to do) all my homework by the time he comes, and we (to go) for a walk together. 5. When I come home tomorrow, my family (to have) supper. 6. When you come to my place tomorrow, I (to read) your book. I (to do) my homework by the time you come. 7. Don't come to my place tomorrow. I (to write) a composition the whole evening. 8. I (not to go) to the cinema tomorrow. I (to watch) TV the whole evening. 9. What you (to do) tomorrow? 10. What you (to do) at eight o'clock tomorrow? 11. You (to play) volleyball tomorrow? 12. You (to do) this work by next Sunday? 13. When you (to go) to see your friend next time? 14. How many pages you (to read) by five o'clock tomorrow?

2. Ask special questions to the underlined words.

1. We shall be working hard this time tomorrow. 2. He will have passed his examinations before you return from London. 3. They will have been learning

English and German for ten months by the first of July. 4. The expedition will have left for the North by April. 5. She will be taking a music lesson at this time tomorrow. 6. By 6 she will have taken her lesson. 7. She will take two lessons this week. 8. At 5.30. she will have been taking her lesson for forty minutes. 9. They will build a new club in our street. 10. They will be building it when you are in the country in summer.

3. Comment on the use of the Future Continuous, the Future Perfect, the Future Perfect Continuous. Translate the sentences into Ukrainian.

1. I shan't be seeing him again, but you'll be going, Dinny ... (Galsworthy). 2. "...You wait, the sun will be shining for you when we come to Manderley" (Du Maurier). 3. "I shall have started out on my round by the time you go..." (Maugham). 4. Sarie's eyes passed over Lanny's face. "I'll be waiting," she said. "Good-bye" (Abrahams). 5. "... all the things of Maggie's knitting will be gone and you will not have bought one..." (Eliot). 6. "Another month will make seven weeks," she said bitterly.— "Seven weeks for what?" — "Seven weeks that I shan't have seen you" ... (Wilson). 7. I wish we could go to Paris, the trees will be leafing in Luxembourg (Aldington). 8. "Fair cousin," said young Tasburgh, "I shall be thinking of you day and night..." (Galsworthy). 9. Next June I will have been living in this house for six weeks (H. Palmer). 10. Now it's twelve o'clock. I started writing at nine o'clock and I shall continue until three o'clock or later. Now I have been writing for three hours, and at three o'clock I will have been writing for six hours (H. Palmer).

4. Put the verbs in brackets into the Future Progressive tense.

1. This time next month I (sit) on a beach. 2. When you arrive, I probably (pick) fruit. 3. When we reach England it very likely (rain). 4. In a few days' time we (fly) over the Pyrenees. 5. I'll call for her at eight. – No, don't; she still (have) breakfast then. 6. I (wait) for you when you come out. 7. When you next see me I (wear) my new dress. 8. My son will be in the sixth form next year. – That means that old Dr. Adder (teach) him mathematics. 9. I'll give Jack your message. I can do it easily because I (see) him tomorrow. We go to work on the same train. 10. You (do) geometry next term. 11. I'll look out for you at the parade. - Do, but I (wear) uniform

so you may find it hard to recognize me. 12. We have to do night duty here. I (do) mine next week. 13. In a hundred years' time people (go) to Mars for their holidays. 14. He (use) the car this afternoon. 15. It's a serious injury but he (walk) again in six weeks.

5. Put the verbs in brackets into the Future Perfect tense.

1. I hope they (repair) this road by the time we come back next summer. 2. By the end of next week my wife (do) her spring cleaning and we'll all be able to relax again. 3. Yes, I make jam every week. I (make) about 200 kilos by the end of the summer. 4. In two months' time he (finish) his preliminary training and will be starting work. 5. He spends all his spare time planting trees. He says that by the end of next year he (plant) 2,000. 6. I'll be back again at the end of next month. - I hope I (pass) my driving test by then. If I have, I'll meet your train. 7. Come back in an hour. I (do) my packing by then and we'll be able to have a talk. 8. When he reaches Land's End, he (walk) 1,500 miles. 9. He's only 35 but he's started losing his hair already. He (lose) it all by the time he's 50. 10. His father left him £400,000, but he lives so extravagantly that he (spend) it all before he's 30. 11. By the end of next year, I (work) for him for 45 years. 12. Everywhere you go in central London, you see blocks of flats being pulled down and huge hotels being erected. In ten years' time all the private residents (be driven) out and there'll be nothing but one vast hotel after another. 13. Our committee is trying to raise money to buy a new lifeboat. By the end of the year we (send) out 5,000 letters asking for contributions. 14. By the end of my tour, I (give) exactly the same lecture 53 times. 15. A hundred people have died of starvation already. By the end of the week two hundred (die). When are you going to send help?

6. Read and translate the sentences. Comment on the use of the Future Perfect.

1. By the time my parents get back home, I will have cleaned the house from top to bottom. 2. The tourists hope that the tornado will have finished before they arrive in California. 3. Next month I will have known Rick for twenty years. 4. By

the time you start writing your test I will have finished mine. 5. When you drop in at my place, I will have painted the door. 6. Will you have arranged everything by tomorrow?

7. Read and translate the sentences. Comment on the use of the Future Perfect Progressive.

1. Next year I will have been living in London for thirty years. 2. Next month we shall have owned this house for ten years. 3. When he is forty, he will have been learning English for twenty-five years. 4. By the time the manager turns up, the customers will have been waiting for him for several hours. 5. He complains that by May he will have been reading "War and Peace" for five months. 6. I will have been staying here just a year this July.

8. Read the sentences and comment on the ways future actions can be expressed.

1. Their plane arrives at two o'clock in the morning. I'm away on holiday next week. 3. The sun rises at 5.30 tomorrow. 4. She's making a speech at the conference next week. 5. I'm going to town next week. 6. I think it's going to rain. 7. Alison is going to enter the university this year. 8. This Saturday Nora will be celebrating her birthday. 9. We are to meet after lunch. 10. He is to be in court tomorrow morning. 11. Who is going to be the next to take the floor? 12. The new tax is to be introduced next week.

9. Underline the correct verb form in the sentences below. Explain your choice.

1. The weather *will change / will have changed/ is going to change* by Monday. 2. She *will watch/ will be watching/ will have watched* TV when he *will come/ will have come/ comes*. 3. According to the available information, the reform *will be finished/ will have been finished/ is going to finish* next year. 4. There's no need to worry, nobody *will notice/ will have noticed/ is going to notice* it. 5. The plane *will arrive/ will have arrived/ is going to arrive* by then. 6. She may say it, but

it *won't do/ won't have done/ isn't going to do* any good. 7. Next September he *will work/will have worked/will have been working* at university for ten years. 8. Peter *will soon translate/ will soon have translated/ will soon have been translating* his tenth book. 9. Could she call him as soon as she *will have/ will have had/ has* the results? 10. Everything *will be/ will have been/ is going to be* all right provided she *will get/will have got/ has got/ got* the required information.

10. Translate into English.

1. Я сподіваюсь, що напишу дипломну роботу до кінця навчального року. 2. У мене коротка стрижка, але до кінця літа волосся виросте. 3. Не переживай, кравчиня пошиє плаття до випускного балу. 4. До того часу, як ти приїдеш додому мама приготує піцу. 5. До того часу коли ти прокинешся ми будемо уже три години летіти над Європою. 6. До того часу коли приїде поліція, детектив ще годину буде вивчати місце злочину. 7. Наступного місяця буде рік відколи я знаю Пітера. 8. До того часу поки приїдуть батьки, я вже дві години прибиратиму будинок і можливо навіть завершу прибирання повністю. 9. Садівник обіцяє підстригти дерева та кущі та зібрати опале листя до зими. 10. До першого вересня цього року буде вже три роки, як я працюю в університеті. 11. Цікаво, чим буде займатися мій брат поки я буду у відпустці. Я думаю він цілий день пролежить на дивані дивлячись бойовики. 12. Ірина не зможе приєднатися до нас сьогодні ввечері, з сьомої до десятої вона буде доглядати сусідських дітей. 13. Що ти будеш робити завтра ввечері? - Я цілий вечір планую провести з друзями. 14. До кінця року ціни на бензин знову виростуть. 15. Я раджу тобі вирішити всі проблеми до наступної зустрічі.

Self-Study Exercises

1. Fill in the blanks with the correct FUTURE forms: (Will / Going to / Present Continuous / Simple Present)

1) A: What you (do) when you grow up?

B: I(be) an acrobat in a circus.

2) I haven't seen him for a long time but I think I (recognize) him.

3) A: I need some tokens to telephone my friend.

B: I (give) you some.

4) I got the plane tickets. I (fly) on Sunday.

5) A: Have you got any plans for the summer?

B: Yes, we (go) to Italy in June.

6) Don't play with those matches; you burn yourself.

7) A: Whose is that night dress?

B : It's mine. I (wear) it at John's graduation party.

8) A: Why did you call your grandma?

B: I (visit) her at the weekend.

9) If your passport isn't valid any more, you (not / be able to) go abroad this month.

10) A: What are you doing with that brush?

B: I (paint) my room.

11) A: Why are you wearing your anorak?

B: I (go) out.

12) I don't know the meaning of this word so I (look) it up in the dictionary.

13) Look out! You (hurt) yourself with that knife.

14) A: I've got a terrible headache.

B: Have you? Wait there and I (get) an aspirin for you.

15) Mother: Your face is dirty.

Child : All right. I (wash) it.

16) A: What time the next bus (arrive)?

B: 13 minutes later.

17) you (open) the door for me, please?

18) We're early. The film (start) at 2:30. Why don't we go and have something to drink?

19) He (call) the police as soon as he gets home.

20) A: What you (do) with that dress?

B: I (shorten) the skirt.

2. Use the correct form of the FUTURE TENSE:

1) A: Oh! You've got a ticket for the party.

B: Yes. I (see) it on Friday.

2) A: Tea or coffee?

B: I (have) coffee, please.

3) There isn't any cloud in the sky. It(be) a lovely day.

4) We (win) the match. We're playing really well.

5) The festival (last) for ten days.

6) I (have) a meal with a few friends. There (be) about ten of us.

7) Phil (come) round us tomorrow. We (be) at the airport at 9:30.

8) Why don't you come with us. I'm sure you (enjoy) the show.

9) That (not / cost) more than \$50.

10) The museum (open) at 9:00 everyday but tomorrow it (not / be) opened at 9:00.

11) I (pay) it back to you as soon as I get my salary.

12) The manager said, "We (have) the meeting on Thursday."

3. Look at Tom and Sally's diary below. Then, use the Present Continuous form to say what their arrangements are for this week, as in the example:

Monday - go to the cinema - They're going to the cinema on Monday.

Tuesday - visit Sally's parents

Wednesday - take the car to a mechanic

Thursday - buy a computer

Friday - clean the house

Saturday - have a dinner party

Sunday - go on a picnic

4. Fill in 'will' or 'be going to':

1) A: Why do you need so much sugar?

B: I make a cake.

2) A: Oh no! I've left my purse at home and I haven't got any money on me!

B: Don't worry. Ilend you some.

3) A: I don't know how to use this mixer.

B: That's OK. I show you.

4) A: Why are all these people gathered here?

B: The Prime Minister open the new hospital ward.

5) A: Did you remember to buy the magazine I asked for?

B: Sorry, I didn't. I buy it when I go out again.

6) A: What's that on your curtains?

B: It's a stain. I take them to the dry cleaner's tomorrow.

7) A: These bags are very heavy. I can't lift them.

B: I carry them for you.

8) A: I hear you're going to Leeds University in September.

B: Yes, I study French and German.

9) A: Why don't you tidy your room?

B: I play football in ten minutes, so I haven't got time.

10) A: How can we get all this home?

B: I ask James to come and help.

11) She has bought some wool. She knit a sweater.

12) A: This problem is very difficult.

B: I help you to solve it.

13) A: Why are you taking down all the pictures?

B: I paint the room.

14) I climb that mountain one day.

15) Look at that young man. He looks very pale. He faint.

16) A: Why are buying that spade?

B: I plant some trees in my garden at the back of the house.

17) She get better. There are positive signs.

18) I'm hungry. I have something to eat.

19) I be 38 years old next week.

5. TALKING ABOUT THE FUTURE. *Complete this news article about a world championship boxing match. Put each verb in brackets into the correct form to express future time. (Usually there is more than one correct answer.)*

FARADAY LEAVES FOR USA

The boxer Simon Faraday gave a final press conference in London yesterday before his departure for the USA where he (fight) the American Ed Klutz for the world heavyweight championship. The fight (take) place on April 22nd in Philadelphia, and Faraday (leave) tomorrow. His wife and three children (stay) at home in Birmingham.

'It (not be) easy, but I (win),' Faraday told journalists. Most experts believe that Klutz (win) easily because of his greater strength and speed. Some are predicting that the American (knock) out Faraday in less than five rounds. Even if he loses, Faraday (be) a rich man. He (receive) \$10 million for fighting Klutz. Hundreds of millions of people (see) the fight on television.

Faraday (train) hard in America for the next three weeks, and he says he (be) fully fit by April 22nd. 'It (be) a great day for British boxing,' he said.

Activity. Your country's football team has won through to the World Cup Finals in Brazil. Write a short article about how they will prepare for the competition.

6. TALKING ABOUT THE FUTURE. *Madame Zaza is a fortune-teller. She's telling Julie what her life will be like. Complete the sentences using 'will', 'will be' or 'will have' and a form of the verb in brackets.*

1. You (be) on holiday soon. In two weeks from now you (lie) on a beach.
2. You (have) a good life, and you (live) a long time.
3. Your personality is changing all the time. In ten years' time, you (change) completely.
4. At some time in your life, you (have) a bad accident, but you (not die).
5. You (marry) when you are twenty-three.
6. In twenty years from now you (live) on the other side of the world. By that time you (leave) your husband.
7. You (be) rich. When you are thirty-five, you (already make) a lot of money.
8. At this time of your life you (work) very hard. Your life (be) very exciting.

Activity. Imagine you are visiting Madame Zaza. Write three predictions that you would like to hear from her. Use 'will', 'will be' and 'will have'.

7. *Translate the following sentences into Ukrainian and comment on the use of tenses in them.*

1. By the time I woke up I had come to the conclusion that, if all did not go well today, then all of my father's accusations would indeed be validated. 2. The chat was moving at a hundred miles an hour as they teased each other and passed insulting remarks across the table at one another. 3. There was no more than ten years between us and I felt like we were living on different planets. 4. "Don is the only person who cheers me up and because you've dumped him it makes me feel worse." 5. I frowned. "Fine, you go out with Don then if he makes you so happy." "I am," he snapped. "Tonight. So you'd better talk quickly with Blake because I'm not hanging around another night." 6. He snorted. "I've filled your fridge with fresh fruit and vegetables every few days; they've all gone rotten and I've had to throw them out." 7. "Have you been taking lessons?" It was a question for Harry. 8. "We're doing a tandem skydive," the girl answered me. "What's that?" "Tandem skydiving is when two

people fall through the sky attached to one parachute system,” I explained. 9. “It’ll be fine. If anything, this will help you overcome your fear of heights.” He looked at me doubtfully and said quietly, “What if I get sick in the air?” “You won’t.” “What if the parachute doesn’t open?” “It will and anyway there are two parachutes and both parachutes will have been maintained by highly qualified staff.” 10. “How well do you know him?” I thought about it, then, said firmly, “I haven’t seen him for almost three years but I’m in love with him.” 11. I knew that she had feelings for Blake, I’d known since the beginning, ever since we’d met in a London bar when Blake had signed the TV deal. 12. He had lit up, his face was animated, his words were hopping a mile a minute, he was so excited he could barely get them out in the right order.

(Cecelia Ahern. *The Time of my Life*)

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