

VP\ TENSES\ Active Voice

Present Simple Tense

USAGE

1- Affirmative form:

S +V (bare, +S 3rd). For example:

She washes her car every day. I always go to Brazil.

2- Negative form:

S+ (do, does) not + V(bare) +

I **do not see** him every week.

He, sometimes, **does not wash** his car.

They **do not stay** at the party the entire time.

I **am not** well at all today.

You **must not say** such silly words at this meeting

3- Interrogation :

- **Yes\No question: Do, Does +S+V(bare)+ ...?**

Do you play a musical instrument when you are there ? **Are they here?**

- **WH-Question (informative interrogation):
(Q word)+do, does +S+V(bare)...?**

What do you do? - Why does she cry aloud?

4- Adverbials used in this tense,

Frequency: never, ever, always, every (year ,month ,week, ...etc.),...etc.,
today, clauses of time: (when I listen to them).

5- Simple present forms:

- I **am** here
- I **play** well
- I **play** football
- I **can play** football

USES

- 1- It is used with mental or state verbs (agree, believe, conclude, know, prefer, love, hate,...etc.) to refer to a permanent situation. For example:
I believe you now.
- 2- It is used in stories and live commentaries.
- 3- It is used to express scientific facts, definitions and permanent habits.
- 4- It is often used to refer to the contents of books, films, and newspaper headlines:
There are three chapters in this book.
In the film, he plays the role of 'Jack'.
FIRE BREAKS OUT IN HOTEL ROOM
The water boils at 100 c.

Past Simple Tense

USAGE

1- Affirmative form:

S +V*(in the past).

e.g She washed her car yesterday.

I went to Brazil two days ago.

* The verbs (transitive and intransitive ones) in the past form of verbs are divided into:

- **Regular** : having (-ed) at the end of the verb when being in the past or past participle form, for example; **wash=washed** **live=lived**

- **Irregular** : not having (-ed) at the end of the verb when being in the past or past participle, such as; **be=was ,were break=broke buy=bought**

2- Negative form:

S+ did not + V(bare) +

I **did not see** a play yesterday.

He **did not wash** his car.

They **did not stay** at the party the entire time.

I **was not** good at all yesterday.

You **must not have said** such silly words last meeting

3- Interrogation :

- **Yes\No question: Did +S+V(bare)+ ...?**

Did you play a musical instrument when you were a kid ? were they here?

- **WH-Question (informative interrogation): (Q word)+did+S+V(bare)...?**

What did you do in the party ? - **Why did you leave** out the last lecture?-

4- Adverbials used in this tense,

Last(year, month, week,...etc.), yesterday, a (week, month,...etc) ago, for, clauses of time: (when I was ten years ago), frequency: never, ever,...etc.

5- Simple past forms:

- I **was** here
- I **played** well
- I **played** football
- I **could play** football
- I **should have played** football

USES

Generally speaking, past simple is used to express the idea that an action started and finished at a specific point of time in the past and has not any existence at present time. But there are some useful points to refer to in this respect and as follows:

1-Time expression that refer to the present, such as:

this morning /week /month and today, can be used with the past simple if we think of them as a past completed time period such as:

I did not shave this morning (this means that the morning is over, as when being talking at 2 p.m., and I did not shave)

2- It is used in the sentences that have a time clause with **since** to refer to a particular point or action **in the past**, having the main verb of the sentence in the **present perfect** tense, as in:

Since Mr. Hassan became president, both taxes and unemployment have increased (but not (has become))

She has not been able to play tennis since she broke her arm. (but not (has broken))

3-It is used in the clauses of: **after, when, until, as soon as, once, by the time**, and the time expressions: the minute \ second\ moment the past simple refers to past, for examples:

after she left hospital (past), she had a long holiday .

4-It is used to talk about events or activities that went on over the same period of past time, such as:

Sally **read** to the children, **while** Kevin **washed up**.

5-when we talk about two or more past completed events that followed one another, such as:

She **got up** when the alarm clock **went off**..

He **jumped** out of bed **and ran** to see who the parcel for..

6- It is used to talk about repeated past action in formal English, as in:

We **went** to Spain **three times** last year.

Did you drive past her house **every day**?

7-It is used to talk about things we intended to do, but we did not, as in:

We **meant** to call in and see you but Jane was not feeling well.

8- It is used to talk about reported actions in the past or reported speech:
He said, "I have a surprise". He **said** that he **had** a surprise.
I was sure that I **met** him before.
She asked, "what do you mean?". She asked me about what I **meant**.
They wondered, "is it true?". They wondered if it **was** true.

Present Continuous Tense

USAGE

1- Affirmative form:

S + be (am, is, are) + V-ing... For example:

She is washing her car now. I am going to Brazil.

2- Negative form:

S+ be (am, is, are) not + V-ing+

I **am not** playing at present time.

He **is not washing** his car.

They are **not attending** the lecture.

I **am not** getting well at all.

You **must not be saying** such silly words now.

3- Interrogation :

- **Yes\No question: be (am, is, are) + S+ V-ing + ...?**

Are you playing a musical instrument while you are watching a TV ?

- **WH-Question (informative interrogation): (Q word)+ be +S+V-ing...?**

What are you doing in the party ? - **Why is he leaving** out now?

4- Adverbials used in this tense:

At this moment, now, clauses of time: (while I am kicking the ball), at present time

5- Present Continuous forms:

- I **am getting** inside.
- I **am playing** well
- I **am playing** football
- I **could be playing** football
- I **will be playing** football

USES

1- It is used with state or mental verbs, such as: (like, attract, love, consist of, doubt, own, sound, regret, find, realize, understand, think), to refer to a temporary situation for a period of time or starting to think about something not sure about:

They are loving having her here.

2- Verbs which refer to actions can be used in simple and continuous tense.

For example:

She is appearing\appears on the stage.

She is thinking\ thinks of going to Brazil. (think=consider (action))

Verbs that can be state verbs (simple present only) and action verbs (simple or continuous present) are like: anticipate, cost, expect, feel, fit, have, imagine, measure, weigh)

3- It is used in stories and live commentaries

4- Continuous tense is used with 'wonder' in a form of polite way of talking:

I am wondering whether you counted them all?

Past Continuous Tense

USAGE

1- Affirmative form:

S + be (was, were) + V-ing..... For example:

She was washing her car the last hour. They were going to Brazil yesterday.

2- Negative form:

S+ be (was, were) not + V-ing+

I **was not** playing here last time.

He **was not washing** his car.

They were **not attending** the lecture while you were at home.

I **was not** getting well at all.

3- Interrogation :

- **Yes\No question: be (was, were) + S+ V-ing + ...?**
Were you playing a musical instrument while you were watching a TV?
- **WH-Question (informative interrogation): (Q word)+ be +S+V-ing...?**

What were you doing in the party ? - **Why was he leaving** out in a hurry?

4- Adverbials used in this tense,

Last (year ,month ,week, ...etc.),yesterday, a (week, month,...etc) ago, clauses of time (as I was reading an hour ago)

USES

- 1- It is used to talk about an action that was taking place at a specific time in the past, or was interrupted by another action (to indicate that a longer action in the past was interrupted by a short action, the short action is usually in the simple past). For example:

While John was sleeping, someone stole his car.

I was watching TV when she called me.

- 2- Also, it can be used to refer to a specific time as a duration for an action.
For example: Last night at 6 pm, I was eating dinner.

An Important Note...

In the simple past, a specific time is used to show when an action began or finished while in the past continuous, a specific time only interrupts the action. For example:

Last night at 6 pm, I ate dinner. (I started eating at 6 pm)

Last night at 6 pm, I was eating dinner. (I started earlier, and at 6 pm, I was in the process of eating dinner.)

- 3- It is used with two actions in the same sentence to express the idea that both actions were happening at the same time, i.e. The action is parallel.
For example:

I was studying while he was making dinner.

What were you doing while you were waiting?

- 4- It expresses the idea that something irritating or shocking, often happened in the past.(spoken English , informal). For example:

She was always coming to class late.

I didn't like them because they were always complaining.

- 5- Also, it can be used to talk about things we intended to do but didn't.

we were meaning to call in and see you, but John wasn't feeling well.

It is important to remember that Non-Continuous Verbs (state and mental verbs) cannot be used in any continuous tenses (except in certain situations). For example:

Jane **was being** at my house when you arrived. **Not Correct**

Jane **was** at my house when you arrived. **Correct**

Present Perfect Tense

USAGE

1- Affirmative form:

S + have, has+ V*(past participle).... For example:

She has washed her car. I have left to Brazil since 1990.

* The verbs (transitive and intransitive ones) in their past and past participle forms are divided (according to their form) into:

- **Regular** : having (-ed) at the end of the verb when being in the past or past participle form, for example; **wash=washed live=lived**

- **Irregular** : not having (-ed) at the end of the verb when being in the past or past participle, such as; **be=was ,were, been break=broke, broken buy=bought, bought**

2- Negative form:

S+ have, has not + V (p.p.) +

I have **not seen** a play for two years.

He has **not washed** his car.

I have **not** been good at all for a long time.

3- Interrogation :

- **Yes\No question: Have, has +S+V(p.p.)+ ...?**

Have you played a musical instrument ? **Have they been** here?

- **WH-Question (informative interrogation): (Q word)+ have, has +S+Vp.p?**

What have you done in the party ?

4- Adverbials used in this tense:

This (morning, month,...), yet, just, for, never, ever, already, clauses of time:
(since he was elected)

5- Present Perfect forms:

- I **have been** here
- I **have never played** well
- I **have just played** football
-

USES

- 1- It is used to refer that the action has a starting point in the past and has just finished at present time that there are some traces of that action.
- 2- It is used to mean that time expressions, such as: (this morning, this week, ...etc.) refer to a period of included present time. For example:
I have not eaten my breakfast this morning. (it is still in the morning before 12 pm)
- 3- It is used in the main clause sentences having (since clause) of time. If since clause is in the simple past, it refers to a past time. If since clause is in the present perfect, it refers to an action that extends until the present:
Since Mr. Hassan became a president, taxes have increased. (past)
Since I have lived here, I have met many neighbours. (present)
- 4- It is used after (It\This\That is\will be the first time):
That is the first time I have seen him.
It will not be the first time I have met him.
- 5- It is used in time clauses of (after, when, as soon as, once, by the time), and with (the minute\ second\moment) to refer to future event:
After he has left the school, he will be in India. (future)
I will contact you the minute I have got my exam result.

Past Perfect Tense

USAGE

1- Affirmative form:

S + had+ V*(past participle).... For example:

She had washed her car. I had gone to Brazil two days ago.

* The verbs (transitive and intransitive ones) in their past and past participle forms are divided (according to their form) into:

- **Regular** : having (-ed) at the end of the verb when being in the past or past participle form, for example; **wash=washed live=lived**

- **Irregular** : not having (-ed) at the end of the verb when being in the past or past participle, such as; **be=was ,were, been break=broke, broken buy=bought, bought**

2- Negative form:

S+ had not + V (p.p.) +

I had **not seen** a play two years ago.

He had **not washed** his car.

They **had not stayed** at the party the entire time.

I had **not** been good at all for a long time.

3- Interrogation :

- **Yes\No question: Had +S+V(p.p.)+ ...?**

Had you played a musical instrument when you were a kid ?

Had they been here?

- **WH-Question (informative interrogation): (Q word)+ had +S+V(p.p.)...?**

What had you done in the party ?

4- Adverbials used in this tense,

Last(year ,month ,week, ...etc.), yesterday, a (week, month,...etc.) ago, clauses of time: (when I was ten years ago)

5- Past Perfect forms:

I **had been** here. I **had played** well. I **had played** football

USES

1- It is used after (It\This\That was the first time):

That was the first time I had seen him.

2- It is used to show the sequence of time events. Events sequences can be expressed by using time clauses starting with words like (after, before) or by using tenses:

Before I went out, I switched off the lights.

I **had switched** the lights off. Then, I **went** out,

3- It is used in reported speech:

'I have met him.'. she said that she had met him

'I met him'. She mentioned she had met him.

- 4- In addition to the past simple and past continuous, past perfect is used to talk about things that were intended to be done but could not:

I had hoped to visit the gallery, but it was closed.

Futurity

USAGE AND USE

There are different forms of structures used to express future time events:

- 1- By using modals (will, shall)+ adverbials refer to future time, this form of structure is used to refer to a neutral future or volition:

I will go tomorrow.

Also other modals can be used, as in:

I can go tomorrow (ability in future)

- 2- Be+ going to +v infinitive. It is used to refer to future fulfillment of the present having the meaning of intention or cause:

He is going to marry her (or (get married))

It is too cloudy. It is going to rain.

- 3- Present continuous: be+ v-ing (motion verbs like: walking) + adverbials referring to a future time. It is used to refer to fixed arrangement, plan, or program:

They are moving to a new district next week.

- 4- Simple present + adverbials referring to a future time. It used to refer to:

- Real conditional with if clause and other time clauses:

If you **listen** to me, you will succeed.

You can discover the truth as soon as you **go** there.

- Main clause when expressing: calendar, fixed dates, unusual certainty:

Tomorrow **is** Sunday

What time **is** the football match?

The train **leaves** at 7 o'clock.

- 5- Be +to + V infinitive. It is used to express arrangement, command and contingent future:

He is to be married (to marry) next week.

You are to be back at 10.

If you are to succeed, read harder

6- Be about to + V infinitive. It is used to express very near imminent future and usually followed with adverbs like: soon, shortly,...etc.:

The taxi is soon about to go.