

Present Simple		Present Continuous		Present Perfect		Present Perfect Continuous	
Form							
+ ☺ +V/V _s - ☹ + don't/doesn't +V ? Do/does + ☺ + V?		+ ☺ + am/is/are + V _{ing} - ☹ + am/is/are not + V _{ing} ? am/is/are + ☺ + V _{ing} ?		+ ☺ + have/has + V _{ed} /V ₃ - ☹ + haven't/hasn't + V _{ed} /V ₃ ? Have/has + ☺ + V _{ed} /V ₃ ?		+ ☺ + have/has + been V _{ing} - ☹ + haven't/hasn't + been V _{ing} ? Have/has + ☺ + been V _{ing} ?	
Usage							
1. for permanent states, repeated actions and daily routines. 2. for general truths and laws of nature. 3. for timetables (planes, trains, etc.) and programmes.		4. for actions taking place now, at the moment of speaking. 5. for temporary actions; that are going on around now, but not at the actual moment of speaking. 6. for irritation; using adverbs 'always' and 'constantly' 7. for future arrangements.		8. for an action which started in the past and continues up to the present. 9. for recently finished action whose result is visible. 10. for action which happened at an unstated time in the past. 11. for action which has happened within a specific time period which is not finished.		12. to put emphasis on the duration of an action which started in the past and continues up to the present. 13. for an action which started in the past and lasted for some time. The action may have finished or may still be going on. The result of the action is visible in the present.	
Signal words							
Usually, often, always, etc., every day/week/month/year, in the morning/afternoon/evening, at night, at the weekend, on Mondays, etc.		Now, at the moment, at present, these days, still, nowadays, today, tonight, etc.		For, since, now long, lately, recently.		For, since, how long, lately, recently.	
Past Simple		Past Continuous		Past Perfect		Past Perfect Continuous	
Form							
+ ☺ +V _{ed} /V ₂ - ☹ + didn't +V ? Did + ☺ + V?		+ ☺ + was/were + V _{ing} - ☹ + was/were not + V _{ing} ? Was/Were + ☺ + V _{ing} ?		+ ☺ + had + V _{ed} /V ₃ - ☹ + hadn't + V _{ed} /V ₃ ? Had + ☺ + V _{ed} /V ₃ ?		+ ☺ + had + been V _{ing} - ☹ + hadn't + been V _{ing} ? Had + ☺ + been V _{ing} ?	
Usage							
14. for an action which happened at a definite time in the past. 15. for actions which happened immediately one after the other in the past. 16. for past habits or states which are now finished. In such cases we can also use the expression used to.		17. for an action which was in progress at a stated time in the past. 18. for an action which was in progress when another action interrupted it. 19. for two or more simultaneous past actions. 20. to describe the atmosphere, setting, etc.		21. for an action which happened before another past action or before a stated time in the past. 22. for an action which finished in the past and whose result was visible in the past.		23. to put emphasis on the duration of an action which started and finished in the past before another past action or a stated time in the past. 24. for an action which lasted for some time in the past and whose result was visible in the past.	
Signal words							
Yesterday, then, when. How long ago ...?, last night/week/month/year/ Tuesday, etc.. three days/weeks, etc. ago, in 1997,		While, when, as, all morning/evening/day/night, etc.		Before, after, already, just. for. since, till; until, when, by, by the time, never, etc.		For, since, how long, before, until. etc.	
Future Simple		Future Continuous		Future Perfect			
Form							
+ ☺ +will + V - ☹ + will not (won't) +V ? Will + ☺ + V?		+ ☺ + will be + V _{ing} - ☹ + will not (won't) be + V _{ing} ? Will + ☺ +be V _{ing} ?		+ ☺ + will have + V _{ed} /V ₃ - ☹ + won't have + V _{ed} /V ₃ ? Will + ☺ + have V _{ed} /V ₃ ?			
Usage							

25. in predictions about the future based on opinion, knowledge, belief, etc.	28. for an action which will be in progress at a stated future time.	29. for an action which will be finished before a stated future time.		
26. for on-the-spot decisions.				
27. for promises.				
Signal words				
tomorrow, the day after tomorrow, tonight, soon, next week/month/year, in a week/month/year, in two/three days/weeks, etc.	This time next week/month/Sunday, etc.	Before, by, by then, by the time, until/till.		
Future forms				
Be likely to	Be due to	May / might / could	Be hoping/ planning to / be thinking of	Be about to
30. strong possibility	31. Something that is scheduled to happen	32. Used when we are not certain	33. General plans	34. Something that we expect to happen in the near future

- a. At seven o'clock yesterday evening they were having dinner.
- b. People could live in small-sized houses in the nearest future.
- c. First she paid the driver, then she got out of the taxi.
- d. He is always leaving his socks under the bed.
- e. He is giving the baby a bath at the moment
- f. He was annoyed. He had been waiting at the airport for three hours.
- g. He was happy. He had signed an important contract.
- h. He was walking down the street when he ran into an old friend.
- i. He works in a bank.
- j. Helen is playing tennis with her friends this weekend.
- k. Her feet hurt. She has been walking all morning.
- l. She is likely to be angry after we tell her the news.
- m. I promise I will do my homework.
- n. I think he will win the race.
- o. I will have some tea.
- p. I'm looking for a new job these days.
- q. Kitchens were/used to be very different a hundred years ago
- r. The ceremony is about to begin.
- s. Marry has been abroad twice this year.
- t. Rachel has had the dog for three years.
- u. Sam has been talking on the phone for half an hour.
- v. She had finished work when she met her friends for coffee.
- w. She was talking on her mobile phone while she was driving to work.
- x. She will have delivered all the newspapers by 8 o'clock.
- y. The birds were singing and the leaves were rustling in the breeze.
- z. *His grandmother is due to retire next year.*
- aa. The plane from Brussels arrives at 8:30.
- bb. The sun sets in the west.
- cc. They had been looking for a house for six months before they found one they liked
- dd. They have bought a new house.
- ee. This time next week we'll be swimming in the sea.
- ff. We have just finished our homework,
- gg. We're thinking of changing the company policy.
- hh. We went camping last month.