Unit 6

Past continuous (**I was doing**)

A Study this example situation:

Yesterday Karen and Joe played tennis. They started at 10 o'clock and finished at 11.30.
So, at 10.30 they **were playing** tennis.

they **were playing** =
they were in the middle of playing, they had not finished

was/were + -ing is the past continuous:

he/she/it	**was**	**playing** **doing** **working** etc.
we/you/they	**were**	

B I **was doing** something = I was in the middle of doing it at a certain time. The action or situation started before this time, but had not finished:

I started doing — **I was doing** — **I finished doing**

past — *past* — *now*

- This time last year I **was living** in Hong Kong.
- What **were** you **doing** at 10 o'clock last night?
- I waved to Helen, but she **wasn't looking**.

C Compare I **was doing** (*past continuous*) and I **did** (*past simple*):

I **was doing** (= in the middle of an action)

- We were **walking** home when I met Dan. (in the middle of walking home)
- Kate **was watching** TV when we arrived.

I **did** (= complete action)

- We **walked** home after the party last night. (= all the way, completely)
- Kate **watched** TV a lot when she was ill last year.

D You can say that something **happened** (past simple) in the middle of something else (past continuous):

- Matt **phoned** while we **were having** dinner.
- It **was raining** when I **got** up.
- I **saw** you in the park yesterday. You **were sitting** on the grass and **reading** a book.
- I **hurt** my back while I **was working** in the garden.

But we use the past simple to say that one thing happened *after* another:

- I **was walking** along the road when I **saw** Dan. So I **stopped**, and we **talked** for a while.

Compare:

- When Karen arrived, we **were having** dinner. (= we had already started before she arrived)
- When Karen arrived, we **had** dinner. (= Karen arrived, and then we had dinner)

E Some verbs (for example, **know** and **want**) are not normally used in continuous forms (**is** + **-ing**, **was** + **-ing** etc.). See Unit 4A for a list of these verbs.

- We were good friends. We **knew** each other well. (*not* we were knowing)
- I was enjoying the party, but Chris **wanted** to go home. (*not* was wanting)

Past simple (**I did**) → **Unit 5**

LIVEWORKSHEETS

Unit 6

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Past simple (**I did**) → **Unit 5**

LIVEWORKSHEETS

Exercises

6.1 Complete the sentences. Choose from:

was looking	was wearing	wasn't listening	weren't looking
was snowing	was working	were sitting	were you going

1 Today Helen is wearing a skirt. Yesterday she was wearing trousers.
2 'What did he say?' 'I don't know. I ..... .'
3 We ..... at the back of the theatre. We couldn't hear very well.
4 This time last year Steve ..... on a farm.
5 They didn't see me. They ..... in my direction.
6 The weather was bad. It was very cold and it ..... .
7 I saw you in your car. Where ..... ?
8 I saw Kate a few minutes ago. She ..... for you.

6.2 Which goes with which?

1 When I got to the cafe	a when she was living in Rome.	1 f
2 We fell asleep	b she was working in a clothes shop.	2 .....
3 Amy learnt Italian	c when I was driving home.	3 .....
4 Tom didn't come out with us	d but nobody was watching it.	4 .....
5 The car began to make a strange noise	e while we were watching a film.	5 .....
6 The TV was on	f my friends were waiting for me.	6 .....
7 When I first met Jessica	g because he wasn't feeling well.	7 .....

6.3 Put the verb into the correct form, past continuous or past simple.

I saw (see) Sue in town yesterday, but she ..... (not/see) me. She ..... (look) the other way.

I ..... (cycle) home yesterday when a man ..... (step) out into the road in front of me. I ..... (go) quite fast, but luckily I ..... (manage) to stop in time, and I ..... (not/hit) him.

6.4 Put the verb into the correct form, past continuous or past simple.

1 Jenny was waiting (wait) for me when I arrived (arrive).
2 'What ..... (you / do) at this time yesterday?' 'I was asleep.'
3 '..... (you / go) out last night?' 'No, I was too tired.'
4 How fast ..... (you / drive) when the accident ..... (happen)?
5 Sam ..... (take) a picture of me while I ..... (not / look).
6 We were in a very difficult position. We ..... (not / know) what to do, so we ..... (do) nothing.
7 I haven't seen Alan for ages. When I last ..... (see) him, he ..... (try) to find a job.
8 I ..... (walk) along the street when suddenly I ..... (hear) something behind me. Somebody ..... (follow) me. I was scared and I ..... (start) to run.
9 When I was young, I ..... (want) to be a pilot. Later I ..... (change) my mind.
10 Last night I ..... (drop) a plate when I ..... (do) the washing up. Fortunately it ..... (not / break).

→ Additional exercise 1 (page 302)

LIVEWORKSHEETS

Unit 7

Present perfect 1 (**I have done**)

A Study this example situation:

Tom can't find his key.
He**'s lost** his key. (= He **has lost** ...)

he **has lost** his key =
he lost it and he doesn't have it now

have lost / **has lost** is the *present perfect simple*:

I/we/they/you **have** (= I**'ve** etc.)	**finished** **lost** **done** **been** etc.
he/she/it **has** (= he**'s** etc.)	

The present perfect simple is **have**/**has** + *past participle*. The past participle often ends in **-ed** (finish**ed**/decid**ed** etc.), but many verbs are *irregular* (**lost**/**done**/**written** etc.).

For a list of irregular verbs, see Appendix 1.

B When we say 'something **has happened**', this is usually new information:

- Ow! I**'ve cut** my finger.
- The road is closed. There**'s been** an accident. (= There **has been** ...)
- Police **have arrested** two men in connection with the robbery.

When we use the present perfect, there is a connection with *now*. The action in the past has a result *now*:

- Tom **has lost** his key. (= he doesn't have it *now*)
- He told me his name, but I**'ve forgotten** it. (= I can't remember it *now*)
- Sally is still here. She **hasn't gone** out. (= she is here *now*)
- I can't find my bag. **Have** you **seen** it? (= do you know where it is *now*?)

Compare **gone** (**to**) and **been** (**to**):

- James is on holiday. He **has gone to** Italy. (= he is there now or on his way there)
- Amy is back home now. She **has been** to Italy. (= she has now come back)

C You can use the present perfect with **just**, **already** and **yet**.

Just = a short time ago:

- 'Are you hungry?' 'No, I**'ve just had** lunch.'
- Hello. **Have** you **just arrived**?

Already = sooner than expected:

- 'Don't forget to pay the bill.' 'I**'ve already paid** it.'
- 'What time is Mark leaving?' 'He**'s already left**.'

Yet = until now. We use **yet** to show that we are expecting something to happen.
We use **yet** in questions and negative sentences:

- **Has** it **stopped** raining **yet**?
- I've written the email, but I **haven't sent** it **yet**.

D You can also use the past simple (**did**, **went**, **had** etc.) in the examples on this page. So you can say:

- Ben isn't here. He**'s gone** out. *or* He **went** out.
- 'Are you hungry?' 'No, I**'ve** just **had** lunch.' *or* 'No, I just **had** lunch.'

Present perfect → **Units 8, 11** **been to** → **Units 8A, 126A** Present perfect continuous → **Units 9–10**
Present perfect and past → **Units 12–14** **yet** and **already** → **Unit 111** American English → **Appendix 7**

LIVEWORKSHEETS

Exercises

7.1 **Read the situations and complete the sentences using the present perfect. Choose from these verbs:**

break **disappear** **go up** **grow** **improve** **lose** **shrink** **stop**

1 Tom is looking for his key. He can't find it. — Tom has lost his key.
2 Maria's English wasn't very good. Now it is better. — Her English .....
3 My bag was here, but it isn't here any more. — My bag .....
4 Lisa can't walk and her leg is in plaster. — Lisa .....
5 Last week the bus fare was £1.80. Now it is £2. — The bus fare .....
6 Dan didn't have a beard before. Now he has a beard. — Dan .....
7 It was raining ten minutes ago. It isn't raining now. — It .....
8 I washed my sweater, and now it's too small for me. — My sweater .....

7.2 **Put in been or gone.**

1 My parents are on holiday. They've gone to Italy.
2 Hello! I've just ..... to the shops. I've bought lots of things.
3 Tom has just ..... out. He'll be back in about an hour.
4 Alice isn't here at the moment. I don't know where she's ..... .
5 You're very late. Where have you .....?

7.3 **Complete the sentences using the present perfect.**

1 Sally is still here. She hasn't gone (she / not / go) out.
2 I can't find my bag. ..... (you / see / it) anywhere?
3 I can't log on to the website. ..... (I / forget) my password.
4 I sent Joe an email this morning, but ..... (he / not / reply).
5 Is the meeting still going on, or ..... (it / finish)?
6 ..... (the weather / change). It's colder now.
7 ..... (you / not / sign) the form. Could you sign it now, please?
8 Are your friends still here, or ..... (they / go) home?
9 Paul doesn't know what he's going to do. .....
(he / not / decide / yet).
10 'Do you know where Julia is?' 'Yes, ... (I / just / see / her).'
11 'When is David going away?' '..... (he / already / go).'
12 A: ..... (your course / start / yet)?
B: Not yet. It starts next week.

7.4 **Read the situations and write sentences with just, already or yet.**

1 After lunch you go to see a friend at her house. She says, 'Would you like something to eat?'
You say: No thank you. I've just had lunch. (have lunch)
2 Joe goes out. Five minutes later, the phone rings and the caller says, 'Can I speak to Joe?'
You say: I'm afraid ..... . (go out)
3 You are eating in a restaurant. The waiter thinks you have finished and starts to take your plate away.
You say: Wait a minute! ..... . (not / finish)
4 You plan to eat at a restaurant tonight. You phone to reserve a table. Later your friend says,
'Shall I phone to reserve a table?' You say: No, ... (do it)
5 You know that Lisa is looking for a place to live. Perhaps she has been successful.
You ask her: ..... ? (find)
6 You are still thinking about where to go for your holiday. A friend asks, 'Where are you going
for your holiday?' You say: ..... . (not / decide)
7 Laura went out, but a few minutes ago she returned. Somebody asks, 'Is Laura still out?'
You say: No, ... (come back)

LIVEWORKSHEETS

Unit 8

Present perfect 2 (**I have done**)

A Study this example conversation:

DAVE: **Have** you **travelled** a lot, Jane?
JANE: Yes, I**'ve been** to lots of places.
DAVE: Really? **Have** you ever **been** to China?
JANE: Yes, I**'ve been** to China twice.
DAVE: What about India?
JANE: No, I **haven't been** to India.

When we talk about a period of time that continues from the past until now, we use the *present perfect* (**have been** / **have travelled** etc.). Here, Dave and Jane are talking about the places Jane **has visited** in her life, which is a period that continues until now.

In the same way we say:

- **Have** you **ever eaten** caviar?
- We**'ve** never **had** a car.
- I don't know what the film is about. I **haven't seen** it.
- Susan really loves that book. She**'s read** it three times. (She**'s** = She **has**)
- It's a really boring movie. It's the most boring movie I**'ve ever seen**.

been (**to**) = visited:

- I**'ve** never **been to** Canada. Have you **been** there?

B In the following examples too, the speakers are talking about a period that continues until now (**recently**, **in the last few days**, **so far**, **since I arrived** etc.):

- **Have** you **heard** anything from Ben **recently**?
- I**'ve met** a lot of people **in the last few days**.
- Everything is going well. There **haven't been** any problems **so far**.
- The weather is bad here. It**'s** (= It **has**) **rained** every day **since I arrived**. (= from when I arrived until now)
- It's good to see you again. We **haven't seen** each other **for a long time**.

In the same way we use the present perfect with **today**, **this evening**, **this year** etc. when these periods are not finished at the time of speaking:

- I**'ve drunk** four cups of coffee **today**.
- **Have** you **had** a holiday **this year**?
- I **haven't seen** Tom **this morning**. **Have** you?

C We say 'It's the (first) time something **has happened**'. For example:

Don is having a driving lesson. It's his first lesson.
We can say:

- It's the first time he **has driven** a car. (*not* drives)
- *or* He **hasn't driven** a car **before**.
- *or* He **has never driven** a car **before**.

In the same way we say:

- Sarah has lost her passport again. This is the second time this **has happened**. (*not* happens)
- Andy is phoning his girlfriend again. It's the third time he**'s phoned** her **this evening**.

Present perfect 1 → **Unit 7** Present perfect + **for/since** → **Units 11–12** Present perfect and past → **Units 12–14**

LIVEWORKSHEETS

Exercises

8.1 **You ask people about things they have done. Write questions with ever.**

1 (ride / horse?) Have you ever ridden a horse?
2 (be / California?) Have .....
3 (run / marathon?) .....
4 (speak / famous person?) .....
5 (most beautiful place / visit?) What's .....

8.2 **Complete B's answers. Some sentences are positive and some negative. Use these verbs:**

be be eat happen have have meet play read see try

	A	B
1	What's Mark's sister like?	I've no idea. I've never met her.
2	Is everything going well?	Yes, we haven't had any problems so far.
3	Are you hungry?	Yes. I ..... much today.
4	Can you play chess?	Yes, but ..... for ages.
5	Are you enjoying your holiday?	Yes, it's the best holiday ..... for a long time.
6	What's that book about?	I don't know. ..... it.
7	Is Brussels an interesting place?	I've no idea. ..... there.
8	I hear your car broke down again yesterday.	Yes, it's the second time ..... this month.
9	Do you like caviar?	I don't know. ..... it.
10	Mike was late for work again today.	Again? He ..... late every day this week.
11	Who's that woman by the door?	I don't know. ..... her before.

8.3 **Write four sentences about yourself. Use I haven't and choose from the boxes.**

used a computer	travelled by bus	eaten any fruit
been to the cinema	read a book	lost anything

today
this week
recently
for ages
since ...
this year

1 I haven't used a computer today.
2 .....
3 .....
4 .....
5 .....

8.4 **Read the situations and complete the sentences.**

1 Jack is driving a car for the first time. He's very nervous and not sure what to do.
It's the first time he's driven a car.
2 Some children at the zoo are looking at a giraffe. They've never seen one before.
It's the first time ..... a giraffe.
3 Sue is riding a horse. She doesn't look very confident or comfortable.
She ..... before.
4 Joe and Lisa are on holiday in Japan. They've been to Japan once before.
This is the second time ..... .
5 Emily is staying at the Prince Hotel. She stayed there a few years ago.
It's not the first ..... this hotel.
6 Ben is playing tennis for the first time. He's a complete beginner.
..... before.

LIVEWORKSHEETS