

Verb Forms

- **Simple Present & Present continuous**

Use

We use the present simple for talking about habits and routines; talking about things that are always true or permanent; and for talking about a state.

We use the present continuous for talking about things that are happening now, at this moment; for talking about temporary situations that are happening around about now; for talking about definite plans for the future.

- I **go** to school every day She wears too much make-up.
- The sun **comes** up every morning.
- I usually **walk** to school, but today I **am taking** the bus.
- She **is going** to the shops.
- They **are eating** hot dogs.
- We **visit** our grandmother most Saturdays.
- I'm **seeing** the Principal on Thursday.

- **Simple Past and Past Continuous**

Use

We use the past simple to describe a completed action in the past.

We use the past continuous to describe an ongoing activity in the past; to describe something that was happening in the past when another action interrupted it.

- I **went** to the market yesterday I saw her last week.
- I **was walking** down the street when I **noticed** it was raining.
- She **was listening** to the radio as she **was driving** her car.
- While I **was eating** lunch, I **got** a text message from my mother.

- **Future tenses : 'Will' & 'Going to'**
- **'Future Continuous'**

Use

We use will or will not (won't) to talk about general plans for the future, to predict events using our beliefs, knowledge and guesses or to make a spontaneous decision about the future.

We use present forms – the present continuous and 'going to + verb - to talk about definite plans and intentions, to talk about future events with a present reality or to predict events when there is evidence for something about to happen.

We use the future continuous to talk about things that will be happening in the future.

- I'm definitely **having** a holiday this year – I need a break.
- I'm **going to book** it on Tuesday.
- What **are** you **having**? I can't decide. I know, I think I'll **have** a coffee.
- I know her, she **won't go**!
- I'm sure I'll **get married** one day.
- It's **going to rain** any minute – look at those clouds.
- It **will be raining** all weekend according to the weather report.
- I **will be driving** all night to get there on time

• Present Perfect Simple & Present Perfect Continuous

- I have been studying English for five years.
- I have studied English in several different countries.

• Past perfect simple and continuous

- I had been studying English for five years before I moved to the U.S.
- I had studied a little English before I moved to the U.S.

• Future Perfect Simple & Future Perfect Continuous

- I will have been studying English for over two hours by the time you arrive.
- I will have studied every tense by the time I finish this course.

Passive Voice

Form of Passive: (**Subject + to be + Past Participle**)

Examples:

- Mistakes are made all the time.
- A letter was written.

When rewriting active sentences in passive voice, note the following:

- The object of the active sentence becomes the subject of the passive sentence the form of the verb is changed (to be + past participle)
- The subject of the active sentence becomes the object of the passive sentence (or is dropped)

Examples of Passive

Tense		Subject	Verb	Object
Simple Present	Active:	Ali	writes	letters
	Passive:	Letters	are written	by Ali.
Simple Past	Active:	Ali	wrote	a letter.
	Passive:	A letter	was written	by Ali.
Present Perfect	Active:	Ali	has written	a letter.
	Passive:	A letter	has been written	by Ali.
Future I	Active:	Ali	will write	a letter.
	Passive:	A letter	will be written	by Ali.

Use

The passive voice is used when the focus is on the action, not the person or thing doing the action. The person or thing doing the action is not important or is not known.

- My bike was stolen.
- Chocolate was invented in South America

In the examples above, the focus in the first sentence is on the fact that my bike was stolen. I do not know, however, who did it.

In the second sentence, it is unimportant or unknown who invented chocolate or when. We just know it. Sometimes a statement in passive is more polite than active voice, as the following example shows:

- A mistake was made.

In this case, I focus on the fact that a mistake was made, but I do not blame anyone (e.g. You have made a mistake.).

Imperatives

We use imperatives for different reasons, such as telling people what to do, giving instructions and advice, making recommendations and suggestions, and for making offers.

We use the infinitive to form the imperative.

Affirmative Sentences	Negative Sentences
Come here, please.	Don't come now, please.
Help your father, please.	Don't play on the computer, please.
Clean the bathroom, please.	Don't clean the living room, please.

Practice

Choose the correct answer from a, b, c, or d:

1. I ____ up at seven o'clock yesterday.

- a- got
- b- gets
- c- get
- d- have got

2. What ____ tonight? Anything special?

- a- have you doing
- b- are you done
- c- are you doing
- d- do you

3. I wish you ____ me about the party. I would have bought something nice for them.

- a- told
- b- had told
- c- have told
- d- were telling

4. While Majid ____ the film, somebody stole his jacket with his wallet in it.

- a- watched
- b- was watching
- c- was watched
- d- watching

5. John and Mary ____ living in London when they got married.

- a- did
- b- was
- c- have
- d- were

6. I'm sorry, I _____ understand what you said. Could you say it again?

a- haven't

b- wasn't

c- didn't

d- hasn't

7. How long have you _____ waiting?

a- been

b- be

c- being

d- were

8. The play _____ before we got to the theatre.

a- was starting

b- had started

c- has started

d- starts

9. Give me a call when you _____ home.

a- are getting

b- got

c- get

d- have got

10. Mohammed _____ swimming with his friends next Thursday.

a- went

b- is going

c- going

d- has gone

11. A student _____ last month for cheating in the exam.

- a- dismissed
- b- would be dismissed
- c- was dismissing
- d – was dismissed

12. I'm not interested in seeing that film. I _____ it before.

- a- was seen
- b- have seen
- c- was seeing
- d- have been

13. When I was a child, I _____ a toy that looked like a dragon.

- a- had
- b- was had
- c- was having
- d- have

14. You need a lot of qualifications _____ a doctor.

- a- being
- b- been
- c- to be
- d- be

15. The programme _____ at three o'clock tomorrow.

- a- finish
- b- finishes
- c- finished
- d- has finished

16. Please _____ me when you get home tonight.

- a- phoning
- b- phoned
- c- are phoning
- d- phone

17. I don't know what I _____ doing at three o'clock. I can't remember.

- a- were
- b- have
- c- was
- d- did

18. Don't make so much noise. Fatma _____ to study for her math test.

- a- tries
- b- tried
- c- is trying
- d- try

19. Since they got married in 1966 , the AL Kasim family _____ had 5 children.

- a- is having
- b- have
- c- having
- d- has

20. Sorry, he can't come to the phone. He _____ a bath!

- a- has
- b- is having
- c- having
- d- had

21. A new hotel _____ in the centre of town.

- a- is being built
- b- built
- c- is building
- d- building

22. This is the best pizza I _____. I must get the recipe.

- a- have ever had
- b- am ever having
- c- have been had
- d- will never have

23. What _____ you doing when I rang last night?

- a- did
- b- were
- c- was
- d- have

24. We _____ all our money already. Please send us some more!

- a- spend
- b- spends
- c- spent
- d- have spent

25. Which university _____ next year?

- a- are you going to join
- b- shall you be joining
- c- will you join
- d- would you join

26. At seven fifteen this morning, I _____ down the corniche when I saw my teacher.

- a- was walked
- b- walked
- c- was walking
- d- walking

27. Look! It _____ again .Why does it always snow so much in Germany?

- a- 's snowing
- b- snow
- c- 's snow
- d- snows

28. There are a couple of people _____ to see you, Dr Johnson. Shall I send them in?

- a- waited
- b- are waiting
- c- have waited
- d- waiting

29. She _____ the house since 9 o'clock .

- a- is cleaning
- b- has cleaning
- c- has been cleaning
- d- been cleaning

30. Jassem _____ his blue jeans today, but usually he wears a kandura.

- a- wear
- b- is wearing
- c- wears
- d- wearing

31- I 'm not keen on _____ tennis.

- a-play
- b-playing
- c- to play
- d- played

32 - I enjoyed _____ them again.

- a-see
- b-will see
- c-to see
- d-seeing

33 – Let me _____ you.

- a-help
- b- helping
- c- to help
- d- helps

34 – The scientist wants _____ his hypothesis.

- a-prove
- b- proving
- c-proved
- d-to prove

35 – The teacher asked Mona ____ carefully.

a- listened

b-listening

c-to listen

d-listens

36 - Would you like ____?

a- come

b-coming

c- to come

d- came

37 – He refused ____ me the car.

a-lent

b-lending

c- to lend

d- lend

38 - She taught me ____ it.

a- do

b- to do

c- doing

d- did

39 - I don't feel like ____ a film.

a- watching

b- watch

c- to watch

d- have watched

40 - Do you mind ____ it with you?

a- take

b- took

c- to take

d- taking

41 – We are trying ___ this problem.

- a- to solve
- b- solving
- c- solve
- d- solved

42 - He stopped ___when he got married.

- a- to smoke
- b- smoking
- c- smoked
- d- smoke

43 - Remember ____ her at lunchtime.

- a- call
- b- to call
- c- calling
- d- will call

44 - She made us_____ the whole house.

- a- cleaning
- b- clean
- c- to clean
- d- cleaned

45- ____ the country to study is a very hard feeling.

- a- Leave
- b- Left
- c- Leaving
- d- Living