

Worksheet 2

Past Continuous Tense

Structure

Subject + was/were + verb (-ing) + object/complement

Uses

- Actions that were in progress at a specific time in the past
- Actions interrupted by another event
- Two simultaneous past actions



Fill in the Blanks.

Complete the sentences using the past continuous form of the verb in brackets.

1. The loan officer _____ a customer's application when the system crashed. (review)
2. We _____ a financial literacy workshop for clients last Friday. (conduct)
3. The branch manager _____ with a customer while the auditors were visiting. (speak)
4. Customers _____ in line when the branch opened. (wait)
5. The cashier _____ cash transactions throughout the morning. (process)
6. The IT team _____ on a software update during the weekend. (work)
7. I _____ a customer about investment options when another client arrived. (assist)
8. The bank _____ a promotional campaign during the festive season. (run)
9. Staff members _____ customer records before the inspection took place. (update)
10. The customer _____ online banking services when the internet connection failed. (use)