

Present Perfect is used:

- for complete past actions connected to the present with a stated or unstated time reference.

*She **has gone** to Madrid.* (unstated time; we don't know when she went – she's still there)

*Jim **has typed** five letters this morning.* (stated time; it's still morning – action connected to the present)

*I've **spoken** to Prince Charles.* (He's still alive – action connected to the present)

*He **has lived** in Spain for two years.* (He's in Spain now. – action connected to the present)

- to announce news or give new information.
*The Prime Minister **has decided** to call a general election.*

Past Simple is used:

- for complete past actions not connected to the present with a stated or implied time reference.

*She **went** to Madrid **last year**.* (When? Last year. The time is stated.)

*Jim **typed** five letters yesterday morning.* (When? Yesterday morning.)

*She once **spoke** to James Dean.* (action not connected to the present – James Dean is dead.)

*She **lived** in France for three years.* (She doesn't live in France now. – action not connected to the present)

- to give additional details of a news story.
*He **announced** the decision to Parliament this morning.*

Fill in with the present perfect or the past simple.

- 1 A: *Did you see* (you/see) the Jackie Chan film on TV last night?
B: No. But I (already/see) all of his films on DVD this year.
- 2 A: I (already/go) to the cinema three times this month. What about you?
B: Not once! But last month, I (go) five times.
- 3 A: (you/ever read) *The Picture of Dorian Gray* by Oscar Wilde?
B: Yes. We (read) it in school last year.
- 4 A: George and I (have) dinner at that new Vietnamese restaurant in town last night.
B: Really? I (never/try) Vietnamese food before. What's it like?
A: Delicious. In fact, we (already/make) a reservation to eat there again next week.

Fill in with the past simple or the past perfect.

The biggest event in Tom's life 1) ... *happened* ... (happen) by chance. He 2) (be) 22 years old and he 3) (just/graduate) from university. He was looking for a job. He 4) (want) to be a journalist but he 5) (know) he 6) (not/have) enough experience. You see, as a student, he 7) (spend) most of his time in the university theatre. He 8) (apply) to many newspapers but he 9) (not/receive) any replies. Then one day, the phone 10) (ring). It was a woman who 11) (offer) him a job as an actor. She 12) (see) him in a play at the university and 13) (enjoy) the performance. He 14) (take) the job and ever since then he's been a very successful actor. Last night he 15) (discover) he 16) (win) an award for his performance in the play.

