

Grammar: Past simple and Past continuous

Complete the dialogue with the correct Past Simple form of the verbs in brackets.

- A:** Hi! That's a lovely jacket. Is it new?
- B:** Yes, I _____ (buy) it yesterday because I need a smart jacket for my presentation next week. I _____ (go) to that new shop on the High Street.
- A:** Did you? _____ (there / be) a lot of people there?
- B:** Yes, _____ (there / be). It _____ (be) really busy.
- A:** _____ (you / see) anybody you know there?
- B:** Actually, I _____ (see) Ludwik, the new Sales Director. He was looking for a new tie.
- A:** Ah, for his presentation tomorrow! And _____ (you / buy) anything else?
- B:** No, I _____ (decide) to go home after I _____ (pay) for the jacket. It was really expensive!

Write sentences in the Past Simple. Do not change the order of the words.

1. they / meet / the Manager last week / but / they / not meet / the Finance Director
2. I / not think / the report / be / very interesting
3. Rafael / ring / when / you / be / out
4. Nami / write / a report / on our sales in Asia last year
5. Sarah / hear / the news / when / she / be / at work
6. Hans / try on / lots of suits / but / he / not buy / any of them

What were they doing at 3 o'clock yesterday afternoon? Complete the paragraph with the correct Past Continuous form of the verbs below.

answer – check – have – order – talk(x2) – try on - write

Carola 1 _____ a report. Marco and Frances 2 _____ a meeting with the Marketing Manager. Pedro 3 _____ questions about the new marketing plans. Sue 4 _____ more paper for the office printer. Bill 5 _____ to his boss about the latest sales figures. Matteo 6 _____ clothes in the shopping mall. Harry and Rita 7 _____ on the phone. Svetlana 8 _____ sales figures for the month.

Match the questions (1–6) with the answers (a–f).

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|---|---|
| a I didn't go. I was working until late. | d No, it wasn't. It was snowing! |
| b Sorry! I wasn't listening. | e They were updating the software. |
| c No, we were just looking at suits. | f I think so. They were chatting like old friends. |

- 1 Did you buy anything?
- 2 What were they doing all morning?
- 3 Did you hear what I said?
- 4 Do they know each other?
- 5 Did you enjoy the party?
- 6 Was it raining in London?