



1

Review:

- Present Perfect Tense
- Present Perfect Continuous Tense
- Past Perfect Tense
- Past Perfect Continuous Tense

- Describing Actions That Have Occurred
- Describing Actions That Haven't Occurred Yet
- Discussing Duration of Activity
- Discussing Things People Had Done

VOCABULARY PREVIEW

Things to Do Today



take inventory



write a report



speak to the boss



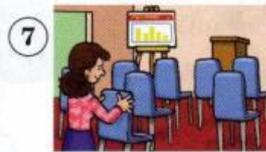
go to the bank



eat lunch



give out the paychecks



set up the meeting room



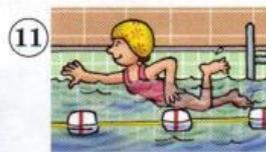
see the personnel officer



get gas



drive to the gym



swim



do sit-ups

Things I've Done Today: I've ...

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> 1. taken inventory | <input checked="" type="checkbox"/> 5. eaten lunch | <input checked="" type="checkbox"/> 9. gotten gas |
| <input checked="" type="checkbox"/> 2. written a report | <input checked="" type="checkbox"/> 6. given out the paychecks | <input checked="" type="checkbox"/> 10. driven to the gym |
| <input checked="" type="checkbox"/> 3. spoken to the boss | <input checked="" type="checkbox"/> 7. set up the meeting room | <input checked="" type="checkbox"/> 11. swum |
| <input checked="" type="checkbox"/> 4. gone to the bank | <input checked="" type="checkbox"/> 8. seen the personnel officer | <input checked="" type="checkbox"/> 12. done sit-ups |

I've Sung for Many Years



(I have)	I've	} eaten.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	
(She has)	She's	
(It has)	It's	

- A. Can you sing?
B. Yes. I've sung for many years.



1. swim
swum



2. draw pictures
drawn



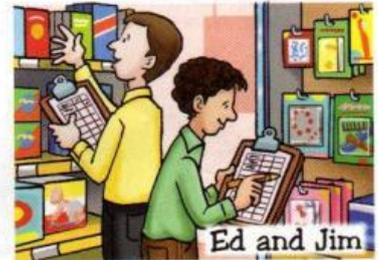
3. drive trucks
driven



4. speak French
spoken



5. fly airplanes
flown



6. take inventory
taken



7. grow corn
grown



8. ride horses
ridden

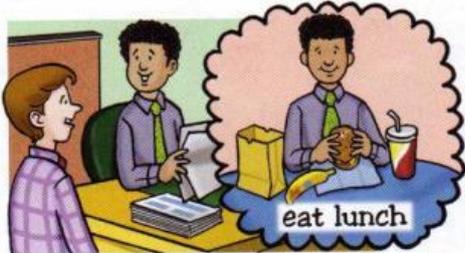


9. write speeches
written

Have You Eaten Lunch Yet?

Have { I
we
you
they } eaten?
Has { he
she
it }

Yes, { I
we
you
they } have.
{ he
she
it } has.



eat
ate
eaten

- A. Have you **eaten** lunch yet?
B. Yes, I have. I **ate** lunch a little while ago.



write
wrote
written

- A. Has Tina **written** her composition yet?
B. Yes, she has. She **wrote** her composition a little while ago.



go
went
gone

1. *you*
go to the post office



give
gave
given

2. *Dan*
give out the paychecks



take
took
taken

3. *you and Susan*
take a break



do
did
done

4. *you*
do Room 24



see
saw
seen

5. *the employees*
see the new copy machine



feed
fed
fed

6. *Michael*
feed the monkeys

No, They Haven't

Have { I
we
you
they } eaten?
Has { he
she
it }

No, { I
we
you
they } haven't.
{ he
she
it } hasn't.

{ We
You
They } haven't
(have not) eaten.
{ He
She
It } hasn't
(has not)



give
gave
given

- A. Have you **given** blood recently?
B. No, I haven't. I haven't **given** blood in a long time.



go
went
gone

- A. Has your father **gone** fishing recently?
B. No, he hasn't. He hasn't **gone** fishing in a long time.



write
wrote
written

1. *you*
write in your journal



be
was/were
been

2. *Dorothy*
be sick



get
got
gotten

3. *your son*
get a haircut



run
ran
run

4. *you and your wife*
run in a marathon



have
had
had

5. *you*
have a medical checkup



wear
wore
worn

6. *Anthony*
wear his tuxedo

How Long?

for
 five years
 a week
 a long time
 many years

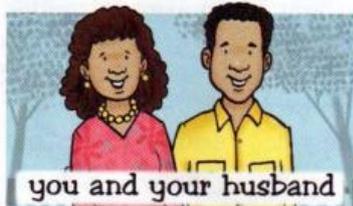
since
 five o'clock
 last week
 2001
 he started college



- A. How long have you known how to water-ski?
- B. I've known how to water-ski for many years.



- A. How long has Alexander been a vegetarian?
- B. He's been a vegetarian since he started college.



1. *be married*
ten years



2. *have a toothache*
ten o'clock this morning



3. *be in the hospital*
last week



4. *own this car*
thirty-two years



5. *have a British accent*
she moved to London



6. *know each other*
2001



7. *play the violin*
he was in first grade



8. *like hip hop music*
a long time



9. *want to be an actress*
she was four years old

READING

A VERY BUSY DAY AT THE OFFICE



Things to Do Today

- go to the bank
- take the mail to the post office
- write my monthly report
- meet with the personnel officer about my maternity leave
- speak to the boss about my salary
- send a fax to the company's office in Tokyo
- read the office manager's memo about recycling
- see the training video about the new computer system

Allison is having a very busy day at the office. She has done some of the things she has to do today, but there are many other things she hasn't done yet. She has gone to the bank, but she hasn't taken the mail to the post office yet. She also hasn't written her monthly report. She has already met with the personnel officer about her maternity leave, but she hasn't spoken to the boss yet about her salary. She has sent a fax to the company's office in Tokyo. She hasn't read the office manager's memo about recycling. And she hasn't seen the training video about the new computer system. Allison is probably going to stay late at the office today so she can do all the things she hasn't done yet.

✓ READING CHECK-UP

Q & A

Allison's co-workers are asking her about the things she has done today. Using this model, create dialogs based on the story.

- A. Allison, have you _____ yet?
- B. { Yes, I have. }
{ No, I haven't. }

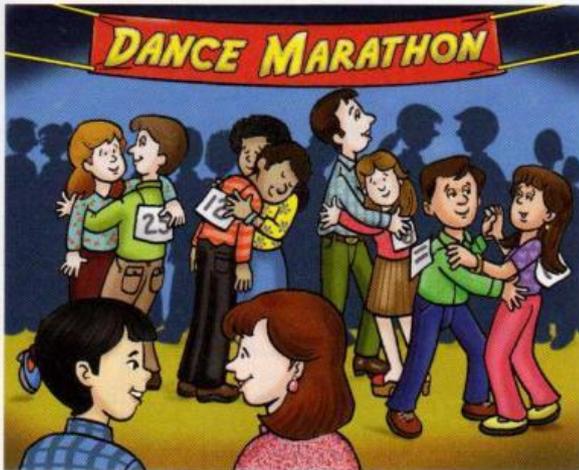
LISTENING



Carl is going to have a party at his apartment this Saturday night. This is the list of things that Carl needs to do to get ready for the party. Check the things on the list that Carl has already done.

- ___ go to the supermarket
- ___ clean the apartment
- ___ get balloons at the party store
- ___ buy some new dance music
- ___ hang up the decorations
- ___ make the food
- ___ tell the neighbors about the party
- ___ give the dog a bath

They've Been Dancing for Ten Hours

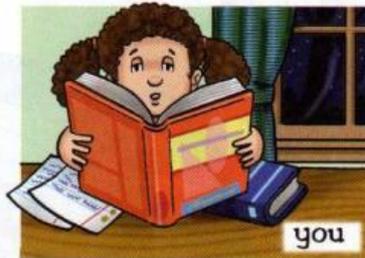


(I have)	I've	} been working.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	
(She has)	She's	
(It has)	It's	

- A. How long have your friends been dancing?
- B. They've been dancing for ten hours.



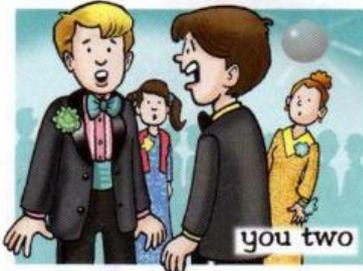
- 1. wait for the bus since 8 o'clock



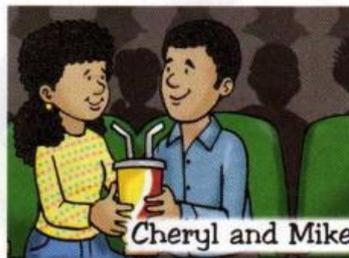
- 2. study for five hours



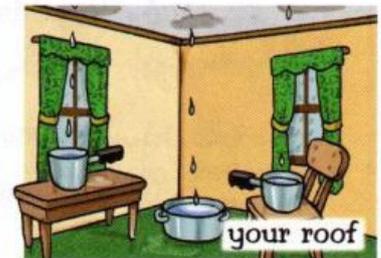
- 3. work here for thirty-five years



- 4. argue since we got here



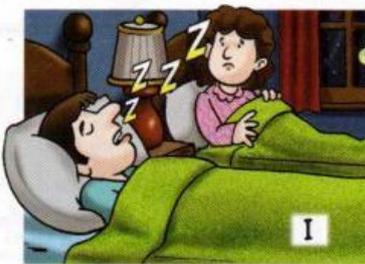
- 5. go out for three months



- 6. leak since last week



- 7. live in Florida since they retired



- 8. snore all night



- 9.

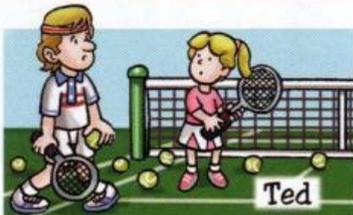
What Have They Been Doing?

(I have)	I've	} written.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	
(She has)	She's	
(It has)	It's	

(I have)	I've	} been writing.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	
(She has)	She's	
(It has)	It's	



- A. Cynthia looks tired. What has she been doing?
 B. She's been taking orders.
- A. How many orders has she taken?
 B. She's taken more than one hundred.
- A. Wow! That's a lot of orders!
 B. That's right. She's never taken that many orders before.



1. *give tennis lessons more than 20*



2. *write memos more than 25*



3. *assemble cell phones at least 75*



4. draw portraits
around 30



5. read resumes
more than 200



6. deliver packages
over 50



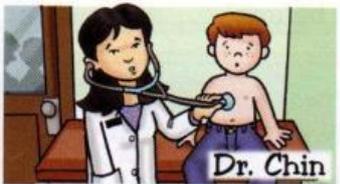
7. sing songs
at least 40



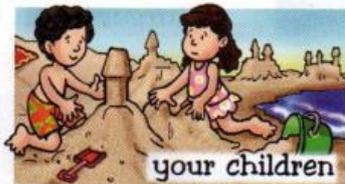
8. sell tee shirts
well over 300



9. do sit-ups
at least 90



10. see patients
around 45



11. build sandcastles
10 or 11



12. make smoothies
more than 150

How to Say It!

Expressing Surprise



Practice the conversations in this lesson again. Express surprise in different ways.

INTERVIEW *How Long Have You ... ? / How Long Did You ... ?*

Interview another student. Then tell the class about the student you interviewed.

Where do you live now?
How long have you lived there?
Where did you live before?
How long did you live there?

Where do you (work/go to school) now?
How long have you (worked/gone to school) there?
Where did you (work/go to school) before?
How long did you (work/go to school) there?

They Had Done That Before



I
He
She
It
We
You
They } had eaten.

- A. Did Andrew eat lunch at Burger Town yesterday?
- B. No. He didn't want to. He had eaten lunch at Burger Town the day before.



1. Did Sheila drive to the beach last weekend?



2. Did you go dancing last night?



3. Did Paul make pancakes for breakfast yesterday morning?



4. Did your children have peanut butter and jelly sandwiches for lunch yesterday?



5. Did you and your friends see a movie yesterday evening?



6. Did the Browns take their children to the aquarium last Saturday afternoon?

It Had Already Begun



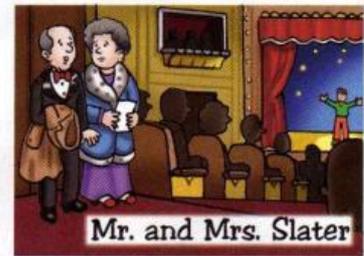
- A. Did Alan get to the movie on time?
 B. No, he didn't. By the time he got to the movie, it had already begun.



1. plane
take off



2. bank
close



3. play
start



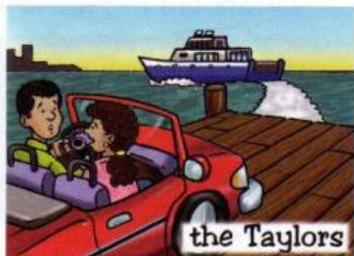
4. game
begin



5. meeting
end



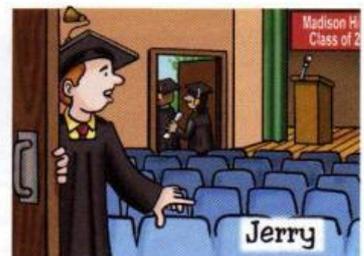
6. train
leave the station



7. ferry
sail away



8. space launch
happen



9. graduation ceremony
finish

They Had Been Going Out for a Long Time



I
He
She
It
We
You
They

had been working.

- A. Is it true that Dave and his girlfriend broke up?
 B. Yes, it is.
- A. I'm sorry to hear that. How long had they been going out?
 B. They had been going out for a long time.

Is it true that . . .



1. you had to cancel your trip to Hawaii?
plan it



2. your husband got laid off at the factory?
work there



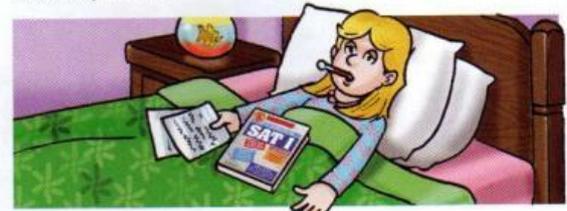
3. your grandparents had to sell their house?
live there



4. your daughter injured herself and couldn't participate in the gymnastics competition?
train for it

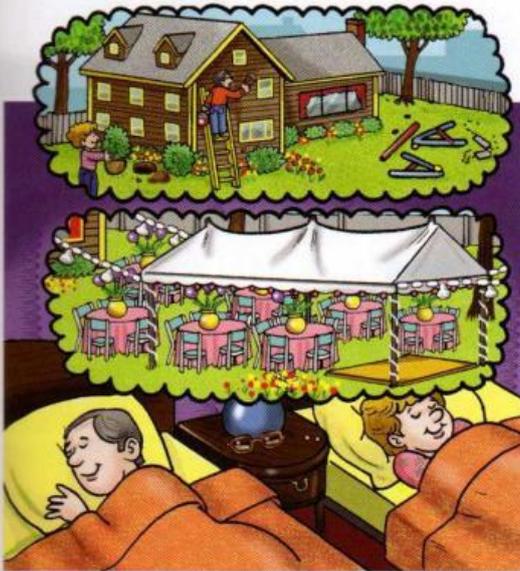


5. your son got sick and couldn't perform in the school play?
rehearse for it



6. you came down with the flu and you couldn't take the SAT test?
prepare for it

READING



IT WASN'T THE WEDDING THEY HAD PLANNED

Albert and Helen Porter had worked very hard to prepare for their daughter Ashley's wedding last July. Ashley had always wanted to get married at home in an outdoor ceremony. Albert and Helen had spent months planning the wedding and getting their house ready for the celebration.

On the night before the wedding, as Albert and Helen went to sleep, they felt totally prepared for this special day. They had repainted the house. They had planted new flowers and bushes in the yard. They had even taken down the rusty old swing set that Ashley had played on as a child. They had rented a tent and a dance floor. They had set up tables and chairs. And they had hung decorations all around the yard.

However, when Albert and Helen woke up early on the morning of the wedding, they couldn't believe what had happened. There had been a big thunderstorm during the night. The tent had fallen down. The tables and chairs had tipped over. And all the decorations had blown away. And it was still raining!

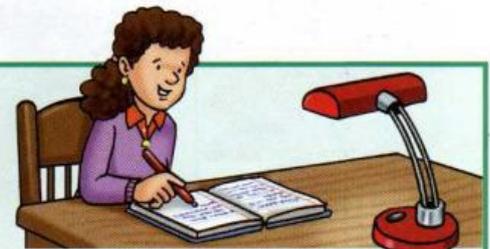
Albert and Helen, not to mention Ashley, were extremely upset. But they quickly decided to move the celebration indoors. It wasn't the wedding they had planned, but it was still a wonderful day, and all their family and friends had a great time.

✓ READING CHECK-UP

TRUE, FALSE, OR MAYBE?

Answer True, False, or Maybe (if the answer isn't in the story.)

1. Ashley got married last spring.
2. She didn't want to get married indoors.
3. Ashley doesn't have any brothers or sisters.
4. The night before the wedding, Albert and Helen felt they had done everything to prepare for the wedding.
5. It had stopped raining by the time Albert and Helen woke up.



Sometimes we work hard to prepare for something—a test, a performance, a party, a special event, or something else. Sometimes things go well, and sometimes they don't. Write in your journal about something you had worked hard to prepare for. What was it? How long had you prepared for it? How had you prepared? What happened?

PRONUNCIATION *Reduced have, has, & had*

Listen. Then say it.

How long have you been married?

How long has he owned this car?

How long had he been rehearsing for it?

Say it. Then listen.

How long have we been waiting?

How long has she been sick?

How long had they been living there?

CHAPTER SUMMARY

GRAMMAR

PRESENT PERFECT TENSE

(I have)	I've	eaten.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	eaten.
(She has)	She's	
(It has)	It's	

I	haven't	eaten.
We		
You		
They		
He	hasn't	eaten.
She		
It		

Have	I we you they	eaten?
Has	he she it	

Yes,	I we you they	have.
	he she it	has.

No,	I we you they	haven't.
	he she it	hasn't.

PRESENT PERFECT CONTINUOUS TENSE

(I have)	I've	been working.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	been working.
(She has)	She's	
(It has)	It's	

PAST PERFECT TENSE

I	had eaten.
He	
She	
It	
We	
You	
They	

PAST PERFECT CONTINUOUS TENSE

I	had been eating.
He	
She	
It	
We	
You	
They	

KEY VOCABULARY

IRREGULAR VERBS

be – was/were – been
begin – began – begun
blow – blew – blown
do – did – done
draw – drew – drawn
drive – drove – driven

eat – ate – eaten
fall – fell – fallen
fly – flew – flown
get – got – gotten
give – gave – given
go – went – gone

grow – grew – grown
know – knew – known
ride – rode – ridden
run – ran – run
see – saw – seen
set – set – set

sing – sang – sung
speak – spoke – spoken
swim – swam – swum
take – took – taken
wear – wore – worn
write – wrote – written