

- 6 Rewrite each sentence beginning as shown. Use a participle clause.
- a) Norman collected the parcel, but then he realised it was the wrong one.
After *collecting the parcel*, Norman realized it was the wrong one.
- b) Sue left the house but first she checked that she had her keys.
Before
- c) Mark was parking his car when he noticed the wing-mirror was broken.
While
- d) Julia cleaned the house, but then she fell asleep on the sofa.
After
- e) Brian bought a new television, but first he checked all the prices.
Before
- f) Alan was skiing in Switzerland and met his old friend, Ken.
While
- g) Kate took two aspirins, and then she felt a lot better.
After
- h) Sheila went out for the evening, but first she washed her hair.
Before

- Key points**
- 1 The past simple describes completed events in the past, such as the main events in a narrative. It can also describe habits and routines in the past.
 - 2 The past continuous is used for:
 - a) background description.
 - b) actions in progress, often contrasted with a sudden event.
 The past continuous cannot be used to describe past routines and habits.
 - 3 Participle clauses can introduce a clause giving the main event.
The subjects of both clauses must be the same.
 - 4 The past perfect describes a past event which took place before another past event. If *before* or *after* is used, the past perfect is optional.
The past perfect is not used for an event that happened a long time ago in the past.
 - 5 *Used to* only refers to past time, and has no present form.
 - 6 *Would* can be used to describe habitual actions in the past, usually in writing. It does not make such a strong contrast with the present as *used to*. Compare:
 Jim **would always make** his mother a cup of tea after lunch.
 Jim **used to drink** tea, but now he prefers coffee.
Would cannot be used to describe states.
 Sally **used to be** a dancer.

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Grammar 5: Consolidation
Grammar 7 and 8: Conditional
 Wishes and related forms
Grammar 14: Time expressions