

Unit 1 Lesson 1 A Grammar: Past and Present Tenses

**Present Simple, Present Continuous, Past Simple
Past Continuous, Present Perfect Simple,
Present Perfect Continuous and Past Perfect**

Grammar Reference Summary of Past Present Tenses

Tense	Usage	Usage	Formation	Example
Present Simple	Habits, routines, permanent situations, states	العادات، الروتين، المواقف الدائمة، الأفعال الحالتيه (توصف حالة)	Subject + base verb / verb + s	He often loses touch with his colleagues.
Present Continuous	Actions in progress now, temporary situations, changes	أفعال تحدث الآن، حالات مؤقتة، تغييرات	Subject + am/is/are + verb-ing	He is talking on his mobile.
Present Perfect Simple	Past actions with present relevance or unfinished time	أحداث في الماضي لها علاقة بالحاضر أو بوقت غير منته	Subject + have/has + past participle	The lights have gone out.
Present Perfect Continuous	Duration of actions up to now, repeated actions with result	مدة الأفعال حتى الآن، أفعال مكررة لها نتيجة الآن	Subject + have/has been + verb-ing	I've been waiting here since 9 a.m.
Past Simple	Completed past actions at a specific time	أفعال مكتملة في وقت محدد الماضي	Subject + past verb (V2)	Neil Papworth sent the first text message in 1992.
Past Continuous	Actions in progress in the past, or interrupted by another past action	أفعال كانت جارية في الماضي أو قاطعها فعل آخر	Subject + was/were + verb-ing	While Hani was waiting for us, his mum was texting.
Past Perfect	Action completed before another action/time in the past	فعل اكتمل قبل فعل أو وقت آخر في الماضي	Subject + had + past participle	He had been single for a decade.

Present Simple

المضارع البسيط

We use it for routines, habits, general truths, permanent situations, and states.

نستخدمه للعادات، الروتين، الحقائق العامة، و الأفعال المعبره عن الحالات.

Usage	Example	
routines and habits للعادات، الروتين	We <u>eat</u> dinner at six o'clock.	نتناول العشاء في الساعة السادسة.
facts and general truths الحقائق العامة	The sun <u>rises</u> in the east.	الشمس تشرق من الشرق.
permanent states الأفعال المعبره عن الحالات الدائمة	He now <u>shares</u> a flat with a friend.	هو الآن يشارك شقة مع صديق.
non-continuous state verbs like love, like, think, know, look الأفعال المعبره عن الحالات	She <u>looks</u> very fit.	تبدو في حالة جيدة جداً.

- ✓ **1. Present Simple Formation:**
Subject + base verb (add -s/-es for he/she/it)
 - ◆ He + **plays** + football
- ➔ Subject + Verb (base/-s) + Object

Present Simple Time Expressions

every so often	بين الحين والآخر
from time to time	من وقت لآخر
nowadays	في الوقت الحاضر
once in a while	أحياناً



Past → Present → Future

Present Continuous

المضارع المستمر

We use it for actions happening now, temporary situations, or changing/developing actions.

نستخدمه للأفعال التي ما زالت تحدث الآن، أو المواقف المؤقتة، أو التغيرات الجارية أو في تطور.

Usage	Example	
Actions happening now لأفعال التي ما زالت تحدث الآن	Are we now forgetting how to communicate face-to-face?	هل نحن بصدد نسيان كيفية التواصل وجهاً لوجه؟
Temporary actions happening around now الأفعال المؤقتة التي تحدث حول الوقت الحاضر	They're living with their parents for the summer.	إنهم يعيشون مع والديهم هذا الصيف.
Situations changing or developing during the present time أو التغيرات الجارية أو في تطور	The news is spreading quickly.	الأخبار تنتشر بسرعة في الوقت الحالي.

- ✓ 2. Present Continuous Formation:
Subject + **am/is/are** + **verb+ing**
 - ◆ They + **are watching** + TV
 - Subject + am/is/are + Verb+ing + Object

Present Continuous Time Expressions

at the moment	في هذه اللحظة
currently	حاليًا
right now	الآن
these days	في هذه الأيام
around now	في الوقت الحالي تقريبًا

Past → [**Now**] → Future

Past Simple

We use it to talk about completed actions at a specific time in the past.

نستخدمه للأفعال التي انتهت في وقت معين في الماضي.

Usage	Example	
completed past actions	They invented more ingenious methods of delivering messages.	اُخترعوا طرقًا أكثر ابتكارًا لإيصال الرسائل.
actions finished at a specific time in the past	Neil Papworth sent the first text message in 1992 .	أرسل نيل بابورث أول رسالة نصية في عام 1992.

✓ 3. Past Simple Formation:

Subject + **past verb** (regular: -ed / irregular form)

◆ She + **bought** + a book

→ Subject + Past Verb + Object

Past Simple Time Expressions

yesterday	البارحة
last week	الأسبوع الماضي
two years ago	قبل عامين
in 1956	في عام 1956



Some Common Irregular Verbs

افعال الماضي الغير عادية

Base Form	Past Tense	Past Participle
be	was/were	been
become	became	become
begin	began	begun
break	broke	broken
bring	brought	brought
build	built	built
buy	bought	bought
catch	caught	caught
choose	chose	chosen
come	came	come
do	did	done
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feel	felt	felt
find	found	found
get	got	gotten/got*
give	gave	given
go	went	gone
have	had	had

Base Form	Past Tense	Past Participle
hear	heard	heard
keep	kept	kept
know	knew	known
leave	left	left
lose	lost	lost
make	made	made
meet	met	met
put	put	put
read	read /rɛd/	read /rɛd/
run	ran	run
say	said	said
see	saw	seen
sell	sold	sold
send	sent	sent
sit	sat	sat
sleep	slept	slept
speak	spoke	spoken
take	took	taken
teach	taught	taught
tell	told	told
think	thought	thought
understand	understood	understood
wear	wore	worn
write	wrote	written

Past Simple Formation:
Subject + past verb (regular: -ed / irregular form)
 ♦ She + bought + a book
 → Subject + Past Verb + Object

Irregular Verbs
 الافعال الغير عادية
 She **bought** a book.
 He **felt** sick.
 We **went** to the park.

Regular Verbs
 الافعال العادية
 Èì Áyèlì Ì Áyí vògèùĀ
 Lřì Ágèùì Ì Ágèùì Ā
 Ègèù Ì Ār Īkys ùŋ Ā

Past Continuous

الماضي المستمر

We use it for actions in progress in the past or interrupted by another action.

نستخدمه لأفعال كانت جارية في الماضي أو قاطعتها أفعال أخرى.

Usage	Example	
Actions in progress at a specific time in the past	People on board of the Titanic were enjoying the luxurious facilities.	كان الناس على متن السفينة تايثانيك يستمتعون بالمرافق الفاخرة.
A long activity interrupted by a shorter past action	She was studying when suddenly somebody tossed a brick through the window.	كانت تدرس عندما رمى أحدهم فجأة حجراً عبر النافذة.

✓ 4. Past Continuous Formation:

Subject + **was/were** + verb+**ing**

◆ We + **were driving** + home

→ Subject + **was/were** + Verb+ing + Object

Past Continuous Time Expressions

at the time	في ذلك الوقت
when	عندما
while	أثناء
as	بينما
at that moment	في تلك اللحظة



Perfect Tenses

Tense (English)	Explanation (English)	
Present Perfect Simple	Something completed in the past but with relevance to the present → She has finished her homework.	الزمن الحاضر التام البسيط: شيء اكتمل في الماضي لكن له علاقة أو أثر في الحاضر
Present Perfect Continuous	An activity started in the past and has continued up to now, not fully completed → She has been studying for three hours.	الزمن الحاضر التام المستمر: نشاط بدأ في الماضي وما زال مستمرًا حتى الآن أو توقف مؤخرًا، ولم يكتمل تمامًا
Past Perfect	Something that was completed before another past action → She had left before the meeting started.	الزمن الماضي التام: شيء اكتمل قبل حدوث فعل آخر في الماضي

Present Perfect Simple

We use it for past actions with relevance to the present or for states continuing until now.

نستخدمه للأفعال الماضية ذات التأثير على الحاضر أو الحالات المستمرة حتى الآن.

Usage	Example	
Finished past actions with a present relevance/result نستخدمه للأفعال الماضية ذات التأثير على الحاضر	The world has become a different place. (<i>with the internet and mobile phones</i>) The lights have gone out . (And now it's pitch dark here).	لقد أصبح العالم مكانًا مختلفًا. (بوجود الانترنت و الموبايلات) لقد انطفأت الأضواء. (والآن المكان مظلمًا)
Actions and states that began in the past and continue up to now with focus on Duration الحالات المستمرة حتى الآن *التركيز على المدة الزمنية للأفعال الحالتية و الظروف	He's been stuck here for five years. She has lived in London since 2020.	هو عالق هنا منذ خمس سنوات هي تعيش في لندن منذ عام 2020.

✓ 5. Present Perfect Simple Formation:

Subject + **has/have** + **past participle**

◆ He + **has finished** + his lunch

→ Subject + **has/have** + **Past Participle** + Object

[Past —————▶ Now]

Time Expressions

ever since	منذ ذلك الحين
since	منذ
in recent years	في السنوات الأخيرة
recently	مؤخرًا
so far	حتى الآن
up to now	حتى هذه اللحظة

Formation of Present Perfect

Verb **Have** + **Past Participle**

Helping verb **Have**
He, She, It → **has**
I, You, We, They → **have**

+ **Past Participle**

Irregular Verbs → the verb changes

Base Form	Past Tense	Past Participle
be	was/were	been
become	became	become
begin	began	begun
break	broke	broken
bring	brought	brought
build	built	built
buy	bought	bought
catch	caught	caught
choose	chose	chosen
come	came	come
do	did	done
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feel	felt	felt
find	found	found
get	got	gotten/got*
give	gave	given
go	went	gone
have	had	had

Base Form	Past Tense	Past Participle
hear	heard	heard
keep	kept	kept
know	knew	known
leave	left	left
lose	lost	lost
make	made	made
meet	met	met
put	put	put
read	read /rɛd/	read /rɛd/
run	ran	run
say	said	said
see	saw	seen
sell	sold	sold
send	sent	sent
sit	sat	sat
sleep	slept	slept
speak	spoke	spoken
take	took	taken
teach	taught	taught
tell	told	told
think	thought	thought
understand	understood	understood
wear	wore	worn
write	wrote	written

Regular Verbs → add 'ed'

Base Verb	Past Participle
walk	walked
play	played
call	called

Present Perfect Continuous

We use it for actions that started in the past and are still continuing or repeated.

تستخدم مع الأفعال التي بدأت في الماضي وما زالت تحدث حتى الآن، أو التي يظهر أثرها في الحاضر

Usage	Example	
Action that began in the past and has continued until now, (sometimes) with focus on the duration of the action <i>*التركيز على مدة الأفعال الديناميكية المستمرة</i>	I ve been waiting here since 9 a.m. People have been using different ways of communicating.	أنا أنتظر هنا منذ الساعة التاسعة صباحًا (وحتى الآن). كان الناس يستخدمون طرقًا مختلفة للتواصل، (وما زالوا يفعلون ذلك حتى الآن).
Actions that started in the past and may still be happening — or just finished — but we can see or feel the result (relevance) now.	I've got better grades because I ve been studying a lot lately.	حصلت على علامات أفضل لأنني كنت أدرس كثيرًا في الآونة الأخيرة (وما زلت أواصل الدراسة الآن)

✓ 6. Present Perfect Continuous Formation:

Subject + **has/have been + verb+ing**

◆ They + **have been working** + all day

➔ Subject + has/have been + Verb+ing + Time Phrase

Time Expressions

for	لمدة
for five years	لمدة خمس سنوات
since	منذ
ever since	منذ ذلك الحين
lately	مؤخرًا / في الآونة الأخيرة
recently	مؤخرًا

[Past ~~~▶ Now]

Past Perfect

English: We use it for actions that were completed before another past event or time.

نستخدمه للتحدث عن حدث اكتمل قبل حدث آخر في الماضي

Usage	Example	
Action completed before another past event	Before Layla moved to Amman, she had lived in Irbid for many years. Paolina, who had found his bottle, married Ake Viking.	قبل أن تنتقل ليلي إلى عمّان، كانت قد عاشت في إربد لسنوات عديدة. باولينا، التي كانت قد وجدت زجاجته، تزوّجت من آكي فايكينغ.

- ✓ 7. Past Perfect Formation:
Subject + had + past participle
 - ◆ She + **had left** + before we **arrived**
 - ➔ Subject + had + Past Participle + Time Clause

Time Expressions

before	قبل
already	بالفعل
by the time	بحلول الوقت الذي
just	للتو
when	عندما
by then / by that time	بحلول ذلك الوقت

[Past Action 1] → [Past Action 2]

Grammar Reference and Practice

Unit 1, Lesson 1A Present and past tenses

We use the **Present Simple** to talk about:

- habits and routines: *He often **loses** touch with his colleagues.*
- permanent situations around the present time:
*He now **shares** a flat with a friend.*
- states (verbs not usually used in the continuous form), e.g. *love, like, believe, think* (opinion), *know, look* (appearance):
*He **loves** getting traditional letters.*
*She **looks** very fit.*

Some state verbs change their meaning and can be used in the continuous form, e.g. *think of/about, see* (go out with), *look at*:

*What **do** you **think** of this message?* (opinion)

*What **are** you **thinking about**?*

*I **don't see** why you want to stay in touch with him.* (understand)

*I'm **seeing** Amer these days.* (go out with)

*I'd like to establish contact with that company, but my boss **doesn't look** at it that way.* (think in a particular way)

*Why **are** you **looking** at me that way?*

We use the **Present Continuous** to talk about:

- actions in progress at the time of speaking:
*He **is talking** on his mobile.*
- temporary actions in progress around now:
*He's **thinking of** getting a new phone.*
- changes and developments:
*The news **is spreading** quickly.*

We also often use the Present Simple and Present Continuous to talk about the future. See Unit 2, page 17.

Present Perfect Simple and Continuous

These link the past and the present.

We use the **Present Perfect Simple** to talk about:

- the duration of states that began in the past and continue up to now: *He's **been** stuck here for five years.*
- completed past actions with a present relevance/result:
*The lights **have gone out**.* (And now it's pitch dark here).
*He's **changed** dramatically.* (He looks very different now.)

- experiences during a present period of time:
*I've **sent** five thousand text messages so far.*

We use the **Present Perfect Continuous** to talk about:

- the duration of actions that began in the past and continue up to the present: *I've **been waiting** here since 9 a.m.*
- past processes with a present relevance/result:
*I've got better grades because I've **been studying** a lot lately.*

We use the **Past Simple** to talk about actions or events completed at a specific time in the past:

*Neil Papworth **sent** the first text message in 1992.*

We use the **Past Continuous** to talk about actions that were:

- in progress at a specific time in the past (this often provides background to other past events):
*While Hani **was waiting** for us, his mum **was texting**.*
- interrupted by a shorter past action:
*She **was studying** when suddenly somebody **tossed** a brick through the window.*

We use the **Past Perfect** to show the relationship between a situation in the past and an earlier state or action. The rules are similar to the rules for the Present Perfect:
*Before Hassan met his wife, he **had been** single for a decade.*

Present and Past Tenses Exercises

01

Present and past tenses

- 4 Study the Grammar box and match the underlined phrases 1-11 in the article with the meanings a-k.

Present and past tenses

We use the Present Simple for:

- a routines and habits
- b facts and things that are generally true

We use the Present Continuous for:

- c things happening now or around now
- d situations which are changing during the present time

We use the Past Simple for:

- e actions that started and finished at a specific time in the past

We use the Past Continuous for:

- f actions in progress at a specific time in the past

- g a long activity interrupted by a short one

We use the Present Perfect Simple for:

- h actions and states which began in the past and continue until now
- i finished actions in the past when we don't say exactly when they happened

We use the Present Perfect Continuous for:

- j an action in progress or repeated over a period of time up until now

We use the Past Perfect for:

- k an action in the past that was completed before another action or time in the past

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- 5 Match time expressions below with the tenses in Exercise 4. Find more time expressions in the article.

at the moment at the time currently earlier today ever since every so often for from time to time in recent years nowadays once in a while recently right now since the day before yesterday these days

- 6 Match the sentence halves. In pairs, discuss the reasons for your answers.

- 1 The phone is ringing _____. The phone rings _____.
- a all the time now that we run a business
 - b and I can't find where I've put it
- 2 I've been calling Malek _____. I've called Malek _____.
- a all day today
 - b a couple of times today
- 3 It's getting _____. It gets _____.
- a easier and easier to stay in touch with people
 - b less difficult every time I write an essay
- 4 I was watching a film _____. I watched a film _____.
- a when the lights suddenly went out
 - b when I got home from school
- 5 What do you think _____? What are you thinking _____?
- a of my phone
 - b about



- 7 **VALUES** Why is it important to communicate regularly with people we care about?

- 8 **SPEAKING** Complete the sentences with your own ideas.

- 1 I was talking to a friend the other day when ...
- 2 By lunchtime yesterday, I had already ...

Now go to Workbook page 4 for the next lesson.