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THE WORLD'S BEST-SELLING GRAMMAR BOOK

ENGLISH GRAMMAR IN USE

A self-study reference and
practice book for intermediate
learners of English

with answers

Fifth Edition

Raymond Murphy

Experience
Better
Learning

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Thanks

This is the fifth edition of *English Grammar in Use*. I wrote the original edition when I was a teacher at the Swan School of English, Oxford. I would like to repeat my thanks to my former colleagues and students at the school for their help, encouragement and interest at that time.

Regarding the production of this fifth edition, I would like to thank Rebecca Winthrop and Chris Capper.

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To the student

This book is for students who want help with English grammar. It is written for you to use without a teacher.

The book will be useful for you if you are not sure of the answers to questions like these:

- ☐ What is the difference between *I did* and *I have done*?
- ☐ When do we use *will* for the future?
- ☐ What is the structure after *I wish*?
- ☐ When do we say *used to do* and when do we say *used to doing*?
- ☐ When do we use *the*?
- ☐ What is the difference between *like* and *as*?

These and many other points of English grammar are explained in the book, and there are exercises on each point.

Level

The book is intended mainly for *intermediate* students (students who have already studied the basic grammar of English). It concentrates on those structures that intermediate students want to use, but that often cause difficulty. Some advanced students who have problems with grammar will also find the book useful.

The book is *not* suitable for elementary learners.

How the book is organised

There are 145 units in the book. Each unit concentrates on a particular point of grammar. Some problems (for example, the present perfect or the use of *the*) are covered in more than one unit. For a list of units, see the *Contents* at the beginning of the book.

Each unit consists of two facing pages. On the left there are explanations and examples; on the right there are exercises. At the back of the book there is an Answer Key for you to check your answers to the exercises (page 336).

There are also seven *Appendices* at the back of the book (pages 292–301). These include irregular verbs, summaries of verb forms, spelling, and American English.

Finally, there is a detailed *Index* at the back of the book (page 373).

How to use the book

The units are not in order of difficulty, so it is not intended that you work through the book from beginning to end. Every learner has different problems, and you should use this book to help you with the grammar that *you* find difficult.

It is suggested that you work in this way:

- ☐ Use the *Contents* and/or *Index* to find which unit deals with the point you are interested in.
- ☐ If you are not sure which units you need to study, use the *Study guide* on page 326.
- ☐ Study the explanations and examples on the left-hand page of the unit you have chosen.
- ☐ Do the exercises on the right-hand page.
- ☐ Check your answers with the *Key*.
- ☐ If your answers are not correct, study the left-hand page again to see what went wrong.

You can, of course, use the book simply as a reference book without doing the exercises.

Additional exercises

At the back of the book there are *Additional exercises* (pages 302–325). These exercises bring together some of the grammar points from a number of different units. For example, Exercise 16 brings together grammar points from Units 26–36. You can use these exercises for extra practice after you have studied and practised the grammar in the units concerned.

ebook

An ebook version of *English Grammar in Use* is also available to buy.

To the teacher

English Grammar in Use was written as a self-study grammar book, but teachers may also find it useful as additional course material in cases where further work on grammar is necessary.

The book will probably be most useful at middle- and upper-intermediate levels (where all or nearly all of the material will be relevant), and can serve both as a basis for revision and as a means for practising new structures. It will also be useful for some more advanced students who have problems with grammar and need a book for reference and practice. The book is not intended to be used by elementary learners.

The units are organised in grammatical categories (*Present and past, Articles and nouns, Prepositions* etc.). They are not ordered according to level of difficulty, so the book should not be worked through from beginning to end. It should be used selectively and flexibly in accordance with the grammar syllabus being used and the difficulties students are having.

The book can be used for immediate consolidation or for later revision or remedial work. It might be used by the whole class or by individual students needing extra help. The left-hand pages (explanations and examples) are written for the student to use individually, but they may of course be used by the teacher as a source of ideas and information on which to base a lesson. The student then has the left-hand page as a record of what has been taught and can refer to it in the future. The exercises can be done individually, in class or as homework. Alternatively (and additionally), individual students can be directed to study certain units of the book by themselves if they have particular difficulties not shared by other students in their class. Don't forget the *Additional exercises* at the back of the book (see **To the student**).

English Grammar in Use Fifth Edition

This is a new edition of *English Grammar in Use*. The differences between this edition and the fourth edition are:

- ☐ Much of the material has been revised or reorganised, and in most units there are changes in the examples, explanations and exercises.
- ☐ The book has been redesigned with new, updated illustrations.
- ☐ There is a new ebook available with all the contents of the book as well as audio, access to a dictionary and more.

An edition of *English Grammar in Use* without the Key is also available. Some teachers may prefer to use this with their students.

ENGLISH GRAMMAR IN USE



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Present continuous (I am doing)

A Study this example situation:

Sarah is in her car. She is on her way to work.
She's **driving** to work. (= She **is driving** ...)

This means: she is driving *now*, at the time of speaking.
The action is not finished.

am/is/are + -ing is the *present continuous*:

I	am	(= I'm)	driving
he/she/it	is	(= he's etc.)	working
we/you/they	are	(= we're etc.)	doing etc.



B I am doing something = I started doing it and I haven't finished; I'm in the middle of doing it.

- ☐ Please don't make so much noise. I'm **trying** to work. (*not* I try)
- ☐ 'Where's Mark?' 'He's **having** a shower.' (*not* He has a shower)
- ☐ Let's go out now. It **isn't raining** any more. (*not* It doesn't rain)
- ☐ How's your new job? **Are** you **enjoying** it?
- ☐ What's all that noise? What's **going** on? or What's **happening**?

Sometimes the action is not happening at the time of speaking. For example:

Steve is talking to a friend on the phone. He says:



I'm reading a really good book at the moment.
It's about a man who ...

Steve says 'I'm reading ...' but he is *not* reading the book at the time of speaking.

He means that he has started reading the book, but has not finished it yet. He is in the middle of reading it.

Some more examples:

- ☐ Kate wants to work in Italy, so she's **learning** Italian.
(but perhaps she isn't learning Italian at the time of speaking)
- ☐ Some friends of mine **are building** their own house. They hope to finish it next summer.

C You can use the present continuous with **today / this week / this year** etc. (periods around now):

- ☐ A: You're **working** hard **today**. (*not* You work hard today)
- B: Yes, I have a lot to do.
- ☐ The company I work for **isn't doing** so well **this year**.

D We use the present continuous when we talk about a change that has started to happen. We often use these verbs in this way:

getting, becoming
starting, beginning

changing, improving
increasing, rising, falling, growing

- ☐ Is your English **getting** better? (*not* Does your English get better)
- ☐ The population of the world **is increasing** very fast. (*not* increases)
- ☐ At first I didn't like my job, but I'm **starting** to enjoy it now. (*not* I start)

cross hide scratch ~~take~~ tie wave



1 Please don't make so much noise.	a I'm getting hungry.	1f.....
2 We need to leave soon.	b They're lying.	2
3 I don't have anywhere to live right now.	c It's starting to rain.	3
4 I need to eat something soon.	d They're trying to sell it.	4
5 They don't need their car any more.	e It's getting late.	5
6 Things are not so good at work.	f I'm trying to work.	6
7 It isn't true what they say.	g I'm staying with friends.	7
8 We're going to get wet.	h The company is losing money.	8

1 What's all that noise? *What's happening?* (what / happen?)
 2 What's the matter? (why / you / cry?)
 3 Where's your mother? (she / work / today?)
 4 I haven't seen you for ages. (what / you / do / these days?)
 5 Amy is a student. (what / she / study?)
 6 Who are those people? (what / they / do?)
 7 I heard you started a new job. (you / enjoy / it?)
 8 We're not in a hurry. (why / you / walk / so fast?)

- 1 Please don't make me do so much noise. I'm trying (I / try) to work.
- 2 Let's go out now. It isn't raining (it / rain) any more.
- 3 You can turn off the radio. (I / listen) to it.
- 4 Kate phoned last night. She's on holiday with friends. (She / have) a great time and doesn't want to come back.
- 5 Andrew started evening classes recently. (He / learn) Japanese.
- 6 Paul and Sarah have had an argument and now (they / speak) to one another.
- 7 The situation is already very bad and now (it / get) worse.
- 8 Tim (work) today. He's taken the day off.
- 9 (I / look) for Sophie. Do you know where she is?
- 10 The washing machine has been repaired. (It / work) now.
- 11 (They / build) a new hospital. It will be finished next year.
- 12 Ben is a student, but he's not very happy. (He / enjoy) his course.
- 13 (The weather / change). Look at those clouds.
I think it's going to rain.
- 14 Dan has been in the same job for a long time. (He / start) to get bored with it.

Present simple (I do)

A Study this example situation:



Alex is a bus driver, but now he is in bed asleep.
He is not driving a bus. (He is asleep.)

but He **drives** a bus. He is a bus driver.

drive(s), work(s), do(es) etc. is the *present simple*:

I/we/you/they	drive/work/do etc.
---------------	---------------------------

he/she/it	drives/works/does etc.
-----------	-------------------------------

B We use the present simple to talk about things in general. We use it to say that something happens all the time or repeatedly, or that something is true in general:

- ☐ Nurses **look** after patients in hospitals.
- ☐ I usually **go** away at weekends.
- ☐ The earth **goes** round the sun.
- ☐ The cafe **opens** at 7.30 in the morning.

We say:

I work	but	he works	you go	but	it goes
they teach	but	my sister teaches	I have	but	he has

For spelling (-s or -es), see Appendix 6.

C We use **do/does** to make questions and negative sentences:

do does	I/we/you/they he/she/it	work? drive? do?	I/we/you/they he/she/it	don't doesn't	work drive do
--------------------------	----------------------------	---	----------------------------	--------------------------------	--

- ☐ I come from Canada. Where **do** you **come** from?
- ☐ I **don't go** away very often.
- ☐ What **does** this word **mean**? (*not* What means this word?)
- ☐ Rice **doesn't grow** in cold climates.

In the following examples, **do** is also the main verb (do you **do** / doesn't **do** etc.):

- ☐ 'What **do** you **do**?' 'I work in a shop.'
- ☐ He's always so lazy. He **doesn't do** anything to help.

D We use the present simple to say how often we do things:

- ☐ I **get** up at 8 o'clock **every morning**.
- ☐ **How often do** you **go** to the dentist?
- ☐ Julie **doesn't drink** tea **very often**.
- ☐ Robert usually **goes** away **two or three times a year**.

E I promise / I apologise etc.

Sometimes we do things by saying something. For example, when you promise to do something, you can say '**I promise ...**'; when you suggest something, you can say '**I suggest ...**':

- ☐ I **promise** I won't be late. (*not* I'm promising)
- ☐ 'What do **you suggest** I do?' 'I **suggest** that you ...'

In the same way we say: I **apologise ...** / I **advise ...** / I **insist ...** / I **agree ...** / I **refuse ...** etc.

Exercises

2.1 Complete the sentences using the following verbs:

cause(s) close(s) connect(s) go(es) live(s) ~~speak(s)~~ take(s)

- 1 Tanya speaks German very well.
- 2 Ben and Jack to the same school.
- 3 Bad driving many accidents.
- 4 The museum at 4 o'clock on Sundays.
- 5 My parents in a very small flat.
- 6 The Olympic Games place every four years.
- 7 The Panama Canal the Atlantic and Pacific oceans.

2.2 Put the verb into the correct form.

- 1 Julia doesn't drink (not / drink) tea very often.
- 2 What time (the banks / close) here?
- 3 I have a car, but I (not / use) it much.
- 4 Where (Maria / come) from? Is she Spanish?
- 5 'What (you / do)?' 'I'm an electrician.'
- 6 Look at this sentence. What (this word / mean)?
- 7 David isn't very fit. He (not / do) any sport.
- 8 It (take) me an hour to get to work in the morning. How long (it / take) you?

2.3 Complete the sentences using these verbs. Sometimes you need the negative.

believe eat flow ~~go~~ ~~grow~~ make rise tell translate

- 1 The earth goes round the sun.
- 2 Rice doesn't grow in cold climates.
- 3 The sun in the east.
- 4 Bees honey.
- 5 Vegetarians meat.
- 6 An atheist in God.
- 7 An interpreter from one language into another.
- 8 Liars are people who the truth.
- 9 The River Amazon into the Atlantic Ocean.

2.4 You ask Lisa questions about herself and her family. Write the questions.

- 1 You know that Lisa plays tennis. You want to know how often. Ask her.
How often do you play tennis ?
- 2 Perhaps Lisa's sister plays tennis too. You want to know. Ask Lisa.
..... your sister ?
- 3 You know that Lisa goes to the cinema a lot. You want to know how often. Ask her.
..... ?
- 4 You know that Lisa's brother works. You want to know what he does. Ask Lisa.
..... ?
- 5 You're not sure whether Lisa speaks Spanish. You want to know. Ask her.
..... ?
- 6 You don't know where Lisa's grandparents live. You want to know. Ask Lisa.
..... ?

2.5 Complete using the following:

I agree I apologise I insist I promise I recommend ~~I suggest~~

- 1 Mr Evans is not in the office today. I suggest you try calling him tomorrow.
- 2 I won't tell anybody what you said.
- 3 (in a restaurant) You must let me pay for the meal.
- 4 for what I said. I shouldn't have said it.
- 5 The new restaurant in Baker Street is very good. it.
- 6 I think you're absolutely right. with you.

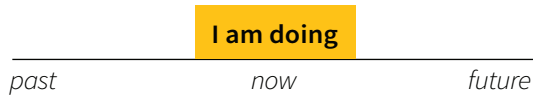
Present continuous and present simple 1 (I am doing and I do)

A

Compare:

present continuous (I am doing)

We use the continuous for things happening at or around the time of speaking.
The action is not complete.



- ☐ The water **is boiling**. Be careful.
- ☐ Listen to those people. What language **are they speaking**?
- ☐ Let's go out. It **isn't raining** now.
- ☐ 'I'm busy.' 'What **are you doing**?'
- ☐ I'm **getting** hungry. Let's go and eat.
- ☐ Kate wants to work in Italy, so she's **learning** Italian.
- ☐ The population of the world **is increasing** very fast.

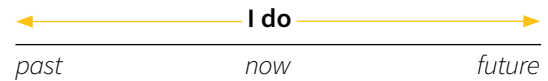
We use the continuous for *temporary* situations (things that continue for a short time):

- ☐ I'm **living** with some friends until I find a place of my own.
- ☐ A: You're **working** hard today.
B: Yes, I have a lot to do.

See Unit 1 for more information.

present simple (I do)

We use the simple for things in general or things that happen repeatedly.



- ☐ Water **boils** at 100 degrees Celsius.
- ☐ Excuse me, **do you speak** English?
- ☐ It **doesn't rain** very much in summer.
- ☐ What **do you usually do** at weekends?
- ☐ I always **get** hungry in the afternoon.
- ☐ Most people **learn** to swim when they are children.
- ☐ Every day the population of the world **increases** by about 200,000 people.

We use the simple for *permanent* situations (things that continue for a long time):

- ☐ My parents **live** in London. They have lived there all their lives.
- ☐ Joe isn't lazy. He **works** hard most of the time.

See Unit 2 for more information.

B

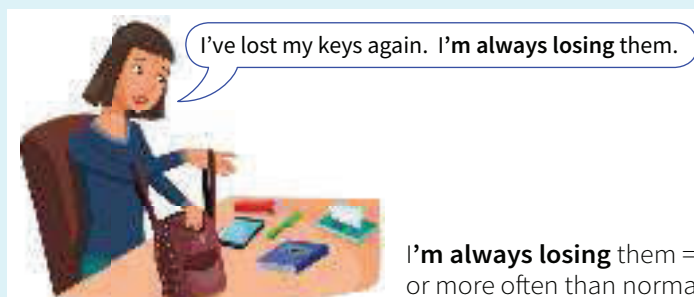
I always do and I'm always doing

I **always do** something = I do it every time:

- ☐ I **always go** to work by car. (*not* I'm always going)

I'm **always doing** something = I do it too often or more often than normal.

For example:



I'm **always losing** them = I lose them too often, or more often than normal.

- ☐ Paul is never satisfied. He's **always complaining**. (= he complains too much)
- ☐ You're **always looking** at your phone. Don't you have anything else to do?

Exercises

3.1 Are the underlined verbs OK? Correct them where necessary.

- 1 Water boils at 100 degrees Celsius.
- 2 How often are you going to the cinema?
- 3 Ben tries to find a job, but he hasn't had any luck yet.
- 4 Martina is phoning her mother every day.
- 5 The moon goes round the earth in about 27 days.
- 6 Can you hear those people? What do they talk about?
- 7 What do you do in your spare time?
- 8 Sarah is a vegetarian. She doesn't eat meat.
- 9 I must go now. It gets late.
- 10 'Come on! It's time to leave.' 'OK, I come.'
- 11 Paul is never late. He's always starting work on time.
- 12 They don't get on well. They're always arguing.

OK
do you go

3.2 Put the verb into the correct form, present continuous or present simple.

- 1 a I usually get (I / usually / get) hungry in the afternoon.
b I'm getting (I / get) hungry. Let's go and eat something.
- 2 a '..... (you / listen) to the radio?' 'No, you can turn it off.'
b '..... (you / listen) to the radio a lot?' 'No, not very often.'
- 3 a The River Nile (flow) into the Mediterranean.
b The river (flow) very fast today – much faster than usual.
- 4 a I'm not very active. (I / not / do) any sport.
b What (you / usually / do) at weekends?
- 5 a Rachel is in New York right now. (She / stay) at the Park Hotel.
b (She / always / stay) there when she's in New York.

3.3 Put the verb into the correct form, present continuous or present simple.

- 1 Why are all these people here? What's happening (What / happen)?
- 2 Julia is good at languages. (She / speak) four languages very well.
- 3 Are you ready yet? (Everybody / wait) for you.
- 4 I've never heard this word. How (you / pronounce) it?
- 5 Kate (not / work) this week. She's on holiday.
- 6 I think my English (improve) slowly. It's better than it was.
- 7 Nicola (live) in Manchester. She has never lived anywhere else.
- 8 Can we stop walking soon? (I / start) to get tired.
- 9 Sam and Tina are in Madrid right now. (They / visit) a friend of theirs.
- 10 'What (your father / do)?' 'He's an architect.'
- 11 It took me an hour to get to work this morning. Most days
(it / not / take) so long.
- 12 I (I / learn) to drive. My driving test is next month. My father
..... (teach) me.

3.4 Finish B's sentences. Use **always -ing**.

- 1 A: I've lost my keys again.
B: Not again! You're always losing your keys
- 2 A: The car has broken down again.
B: That car is useless. It
- 3 A: Look! You've made the same mistake again.
B: Oh no, not again! I
- 4 A: Oh, I've left my phone at home again.
B: Typical!

Present continuous and present simple 2 (I am doing and I do)

A

We use continuous forms (**I'm waiting**, **it's raining** etc.) for actions and happenings that have started but not finished.

Some verbs (for example, **know** and **like**) are not normally used in this way. We don't say 'I am knowing', 'they are liking'. We say 'I **know**', 'they **like**'.

The following verbs are not normally used in the present continuous:

like	want	need	prefer	
know	realise	understand	recognise	
believe	suppose	remember	mean	
belong	fit	contain	consist	seem

- ☐ I'm hungry. I **want** something to eat. (*not* I'm wanting)
- ☐ **Do** you **understand** what I **mean**?
- ☐ Anna **doesn't seem** very happy right now.

B think

When **think** means 'believe' or 'have an opinion', we do not use the continuous:

- ☐ I **think** Mary is Canadian, but I'm not sure. (*not* I'm thinking)
- ☐ What **do** you **think** of my idea? (= what is your opinion?)

When **think** means 'consider', the continuous is possible:

- ☐ I **'m thinking** about what happened. I often **think** about it.
- ☐ Nicky **is thinking** of giving up her job. (= she is considering it)

C

see hear smell taste look feel

We normally use the present simple (not continuous) with **see/hear/smell/taste**:

- ☐ **Do** you **see** that man over there? (*not* are you seeing)
- ☐ The room **smells**. Let's open a window.
- ☐ This soup **doesn't taste** very good.

You can use the present simple or continuous to say how somebody **looks** or **feels** now:

- ☐ You **look** well today. *or* You **'re looking** well today.
- ☐ How **do** you **feel** now? *or* How **are** you **feeling** now?

but

- ☐ I usually **feel** tired in the morning. (*not* I'm usually feeling)

D

am/is/are being

You can say **he's being ...**, **you're being ...** etc. to say how somebody is behaving *now*:

- ☐ I can't understand why he **'s being** so selfish. He isn't usually like that.
(**being** selfish = behaving selfishly now)
- ☐ 'The path is icy. Don't slip.' 'Don't worry. I **'m being** very careful.'

Compare:

- ☐ He never thinks about other people. He **'s** very selfish.
(= he is selfish generally, not only now)
- ☐ I don't like to take risks. I **'m** a very careful person.

We use **am/is/are being** to say how a person is *behaving* (= doing something they can control) now.

It is not usually possible in other situations:

- ☐ Sam **is** ill. (*not* is being ill)
- ☐ **Are** you tired? (*not* are you being tired)

Exercises

4.1 Put the verb into the correct form, present continuous or present simple.

- Are you hungry? Do you want (you / want) something to eat?
- Alan says he's 90 years old, but nobody (believe) him.
- She told me her name, but (I / not / remember) it now.
- Don't put the dictionary away. (I / use) it.
- Don't put the dictionary away. (I / need) it.
- Air (consist) mainly of nitrogen and oxygen.
- Who is that man? What (he / want)?
- Who is that man? Why (he / look) at us?
- Who is that man? (you / recognise) him?
- (I / think) of selling my car. Would you be interested in buying it?
- I can't make up my mind. What (you / think) I should do?
- Gary wasn't well earlier, but (he / seem) OK now.

4.2 Use the words in brackets to make sentences.

<p>1</p>  <p>(you / not / seem / very happy today) <u>You don't seem very happy today.</u></p>	<p>2</p>  <p>Are you OK? You look worried. (I / think)</p>
<p>3</p>  <p>(who / this umbrella / belong to?) I've no idea.</p>	<p>4</p>  <p>(this / smell / good)</p>
<p>5</p>  <p>Excuse me. (anybody / sit / there?) No, it's free.</p>	<p>6</p>  <p>(these gloves / not / fit / me) They're too small.</p>

4.3 Are the underlined verbs OK? Correct them where necessary.

- Nicky is thinking of giving up her job. OK
- It's not true. I'm not believing it. I don't believe it.
- I'm feeling hungry. Is there anything to eat?
- I've never eaten that fruit. What is it tasting like?
- I'm not sure what she does. I think she works in a shop.
- Look over there. What are you seeing?
- You're very quiet. What are you thinking about?

4.4 Complete the sentences. Use **is/are being** (continuous) or **is/are** (simple).

- I can't understand why he's being so selfish. He isn't usually like that.
- You'll like Sophie when you meet her. She very nice.
- Sarah very nice to me at the moment. I wonder why.
- They very happy. They've just got married.
- You're normally very patient, so why so unreasonable about waiting ten more minutes?
- Would you like something to eat? hungry?

Past simple (I did)

A Study this example:

Wolfgang Amadeus Mozart **was** an Austrian musician and composer. He **lived** from 1756 to 1791. He **started** composing at the age of five and **wrote** more than 600 pieces of music. He **was** only 35 years old when he **died**.

lived/started/wrote/was/died are all *past simple*

B Very often the past simple ends in **-ed** (*regular verbs*):

- ☐ I work in a travel agency now. Before that I **worked** in a department store.
- ☐ They **invited** us to their party, but we **decided** not to go.
- ☐ The police **stopped** me on my way home last night.
- ☐ Laura **passed** her exam because she **studied** very hard.

For spelling (**stopped**, **studied** etc.), see Appendix 6.

But many verbs are *irregular*. The past simple does *not* end in **-ed**. For example:

- | | |
|----------------------|---|
| write → wrote | <input type="checkbox"/> Mozart wrote more than 600 pieces of music. |
| see → saw | <input type="checkbox"/> We saw Alice in town a few days ago. |
| go → went | <input type="checkbox"/> I went to the cinema three times last week. |
| shut → shut | <input type="checkbox"/> It was cold, so I shut the window. |

For a list of irregular verbs, see Appendix 1.

C In questions and negative sentences we use **did/didn't** + infinitive (**enjoy/see/go** etc.):

I she they	enjoyed saw went	did	you she they	enjoy? see? go?	I she they	didn't	enjoy see go
------------------	--------------------------------------	------------	--------------------	--	------------------	---------------	---

- ☐ I enjoyed the party a lot. **Did** you **enjoy** it?
- ☐ How many people **did** they **invite** to the wedding?
- ☐ I **didn't buy** anything because I **didn't have** any money.
- ☐ 'Did you **go** out?' 'No, I **didn't**.'

Sometimes **do** is the main verb in the sentence (did you **do**?, I didn't **do**):

- ☐ What **did** you **do** at the weekend? (*not* What did you at the weekend?)
- ☐ I **didn't do** anything. (*not* I didn't anything)

D The past of **be** (**am/is/are**) is **was/were**:

I/he/she/it	was/wasn't	was	I/he/she/it?
we/you/they	were/weren't	were	we/you/they?

- ☐ I **was** annoyed because **they were** late.
- ☐ **Was the weather** good when **you were** on holiday?
- ☐ **They weren't** able to come because **they were** so busy.
- ☐ I **wasn't** hungry, so I didn't eat anything.
- ☐ Did you go out last night or **were you** too tired?

Exercises

5.1 Read what Laura says about a typical working day:



LAURA

I usually get up at 7 o'clock and have a big breakfast. I walk to work, which takes me about half an hour. I start work at 8.45. I never have lunch. I finish work at 5 o'clock. I'm always tired when I get home. I usually cook a meal in the evening. I don't usually go out. I go to bed at about 11 o'clock, and I always sleep well.

Yesterday was a typical working day for Laura. Write what she did or didn't do yesterday.

- | | |
|---|-----------------------------------|
| 1 She <u>got up</u> at 7 o'clock. | 7 at 5 o'clock. |
| 2 She a big breakfast. | 8 tired when home. |
| 3 She | 9 a meal yesterday evening. |
| 4 It to get to work. | 10 out yesterday evening. |
| 5 at 8.45. | 11 at 11 o'clock. |
| 6 lunch. | 12 well last night. |

5.2 Complete the sentences using the following verbs in the correct form:

buy catch cost fall hurt sell spend teach throw ~~write~~

- Mozart wrote more than 600 pieces of music.
- 'How did you learn to drive?' 'My father me.'
- We couldn't afford to keep our car, so we it.
- Dave down the stairs this morning and his leg.
- Joe the ball to Sue, who it.
- Kate a lot of money yesterday. She a dress which £100.

5.3 You ask James about his holiday in the US. Write your questions.

- YOU: Where did you go ?
JAMES: To the US. We went on a trip from San Francisco to Denver.
- YOU: How ? By car?
JAMES: Yes, we hired a car in San Francisco.
- YOU: It's a long way to drive. How long ?
JAMES: Two weeks. We stopped at a lot of places along the way.
- YOU: Where ? In hotels?
JAMES: Yes, small hotels or motels.
- YOU: good?
JAMES: Yes, but it was very hot – sometimes too hot.
- YOU: the Grand Canyon?
JAMES: Of course. It was wonderful.

5.4 Complete the sentences. Put the verb into the correct form, positive or negative.

- It was warm, so I took off my coat. (take)
- The film wasn't very good. I didn't enjoy it much. (enjoy)
- I knew Sarah was busy, so I her. (disturb)
- We were very tired, so we the party early. (leave)
- It was hard carrying the bags. They really heavy. (be)
- The bed was very uncomfortable. I well. (sleep)
- This watch wasn't expensive. It much. (cost)
- The window was open and a bird into the room. (fly)
- I was in a hurry, so I time to call you. (have)
- I didn't like the hotel. The room very clean. (be)

Past continuous (I was doing)

A Study this example situation:



Yesterday Karen and Joe played tennis. They started at 10 o'clock and finished at 11.30.

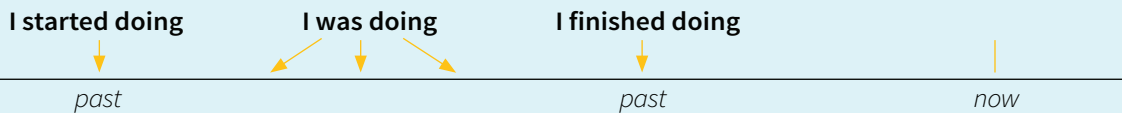
So, at 10.30 they **were playing** tennis.

they **were playing** =

they were in the middle of playing, they had not finished

was/were + -ing is the past continuous:

he/she/it	was	playing doing
we/you/they	were	working etc.

B **I was doing** something = I was in the middle of doing it at a certain time. The action or situation started before this time, but had not finished:

- ☐ This time last year I **was living** in Hong Kong.
- ☐ What **were** you **doing** at 10 o'clock last night?
- ☐ I waved to Helen, but she **wasn't looking**.

C Compare **I was doing** (*past continuous*) and **I did** (*past simple*):

I was doing (= in the middle of an action)

- ☐ We **were walking** home when I met Dan. (in the middle of walking home)
- ☐ Kate **was watching** TV when we arrived.

I did (= complete action)

- ☐ We **walked** home after the party last night. (= all the way, completely)
- ☐ Kate **watched** TV a lot when she was ill last year.

D You can say that something **happened** (past simple) in the middle of something else (past continuous):

- ☐ Matt **phoned** while we **were having** dinner.
- ☐ It **was raining** when I **got** up.
- ☐ I **saw** you in the park yesterday. You **were sitting** on the grass and **reading** a book.
- ☐ I **hurt** my back while I **was working** in the garden.

But we use the past simple to say that one thing happened *after* another:

- ☐ I **was walking** along the road when I **saw** Dan. So I **stopped**, and we **talked** for a while.

Compare:

- | | |
|--|--|
| <input type="checkbox"/> When Karen arrived, we were having dinner. (= we had already started before she arrived) | <input type="checkbox"/> When Karen arrived, we had dinner. (= Karen arrived, and then we had dinner) |
|--|--|

E Some verbs (for example, **know** and **want**) are not normally used in continuous forms (**is + -ing**, **was + -ing** etc.). See Unit 4A for a list of these verbs.

- ☐ We were good friends. We **knew** each other well. (*not* we were knowing)
- ☐ I was enjoying the party, but Chris **wanted** to go home. (*not* was wanting)

Exercises

6.1 Complete the sentences. Choose from:

was looking
was snowing~~was wearing~~
was workingwasn't listening
were sittingweren't looking
were you going

- Today Helen is wearing a skirt. Yesterday she was wearing trousers.
- 'What did he say?' 'I don't know. I
- We at the back of the theatre. We couldn't hear very well.
- This time last year Steve on a farm.
- They didn't see me. They in my direction.
- The weather was bad. It was very cold and it
- I saw you in your car. Where?
- I saw Kate a few minutes ago. She for you.

6.2 Which goes with which?

- When I got to the cafe
- We fell asleep
- Amy learnt Italian
- Tom didn't come out with us
- The car began to make a strange noise
- The TV was on
- When I first met Jessica

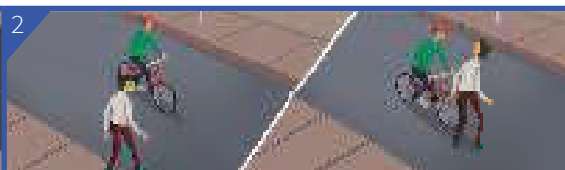
- when she was living in Rome.
- she was working in a clothes shop.
- when I was driving home.
- but nobody was watching it.
- while we were watching a film.
- ~~my friends were waiting for me.~~
- because he wasn't feeling well.

- f
-
-
-
-
-
-

6.3 Put the verb into the correct form, past continuous or past simple.



I saw (see) Sue in town yesterday, but she (not/see) me. She (look) the other way.



I (cycle) home yesterday when a man (step) out into the road in front of me. I (go) quite fast, but luckily I (manage) to stop in time, and I (not/hit) him.

6.4 Put the verb into the correct form, past continuous or past simple.

- Jenny was waiting (wait) for me when I arrived (arrive).
- 'What (you / do) at this time yesterday?' 'I was asleep.'
- '..... (you / go) out last night?' 'No, I was too tired.'
- How fast (you / drive) when the accident (happen)?
- Sam (take) a picture of me while I (not / look).
- We were in a very difficult position. We (not / know) what to do, so we (do) nothing.
- I haven't seen Alan for ages. When I last (see) him, he (try) to find a job.
- I (walk) along the street when suddenly I (hear) something behind me. Somebody (follow) me. I was scared and I (start) to run.
- When I was young, I (want) to be a pilot. Later I (change) my mind.
- Last night I (drop) a plate when I (do) the washing up. Fortunately it (not / break).

Present perfect 1 (I have done)

A Study this example situation:



Tom can't find his key.
He's **lost** his key. (= He **has lost** ...)

he **has lost** his key =
he lost it and he doesn't have it now

have lost / **has lost** is the *present perfect simple*:

I/we/they/you	have (= I've etc.)	finished lost done been etc.
he/she/it	has (= he's etc.)	

The present perfect simple is **have/has** + *past participle*. The past participle often ends in **-ed** (finished**ed**/decided**ed** etc.), but many verbs are *irregular* (**lost**/**done**/**written** etc.).

For a list of irregular verbs, see Appendix 1.

B When we say 'something **has happened**', this is usually new information:

- ☐ Ow! I've **cut** my finger.
- ☐ The road is closed. There's **been** an accident. (= There **has been** ...)
- ☐ Police **have arrested** two men in connection with the robbery.

When we use the present perfect, there is a connection with *now*. The action in the past has a result *now*:

- ☐ Tom **has lost** his key. (= he doesn't have it *now*)
- ☐ He told me his name, but I've **forgotten** it. (= I can't remember it *now*)
- ☐ Sally is still here. She **hasn't gone** out. (= she is here *now*)
- ☐ I can't find my bag. **Have** you **seen** it? (= do you know where it is *now*?)

Compare **gone (to)** and **been (to)**:

- ☐ James is on holiday. He **has gone to** Italy. (= he is there now or on his way there)
- ☐ Amy is back home now. She **has been to** Italy. (= she has now come back)

C You can use the present perfect with **just**, **already** and **yet**.

Just = a short time ago:

- ☐ 'Are you hungry?' 'No, I've **just had** lunch.'
- ☐ Hello. **Have** you **just arrived**?

Already = sooner than expected:

- ☐ 'Don't forget to pay the bill.' 'I've **already paid** it.'
- ☐ 'What time is Mark leaving?' 'He's **already left**.'

Yet = until now. We use **yet** to show that we are expecting something to happen.

We use **yet** in questions and negative sentences:

- ☐ **Has** it **stopped** raining **yet**?
- ☐ I've written the email, but I **haven't sent** it **yet**.

D You can also use the past simple (**did**, **went**, **had** etc.) in the examples on this page. So you can say:

- ☐ Ben isn't here. He's **gone** out. or He **went** out.
- ☐ 'Are you hungry?' 'No, I've **just had** lunch.' or 'No, I **just had** lunch.'

Exercises

7.1 Read the situations and complete the sentences using the present perfect. Choose from these verbs:

break disappear go up grow improve ~~lose~~ shrink stop

- | | |
|---|------------------------------|
| 1 Tom is looking for his key. He can't find it. | Tom <u>has lost his key.</u> |
| 2 Maria's English wasn't very good. Now it is better. | Her English |
| 3 My bag was here, but it isn't here any more. | My bag |
| 4 Lisa can't walk and her leg is in plaster. | Lisa |
| 5 Last week the bus fare was £1.80. Now it is £2. | The bus fare |
| 6 Dan didn't have a beard before. Now he has a beard. | Dan |
| 7 It was raining ten minutes ago. It isn't raining now. | It |
| 8 I washed my sweater, and now it's too small for me. | My sweater |

7.2 Put in **been** or **gone**.

- My parents are on holiday. They've gone to Italy.
- Hello! I've just to the shops. I've bought lots of things.
- Tom has just out. He'll be back in about an hour.
- Alice isn't here at the moment. I don't know where she's
- You're very late. Where have you

7.3 Complete the sentences using the present perfect.

- Sally is still here. She hasn't gone (she / not / go) out.
- I can't find my bag. (you / see / it) anywhere?
- I can't log on to the website. (I / forget) my password.
- I sent Joe an email this morning, but (he / not / reply).
- Is the meeting still going on, or (it / finish)?
- (the weather / change). It's colder now.
- (you / not / sign) the form. Could you sign it now, please?
- Are your friends still here, or (they / go) home?
- Paul doesn't know what he's going to do.
(he / not / decide / yet).
- 'Do you know where Julia is?' 'Yes, (I / just / see / her).'
- 'When is David going away?' '..... (he / already / go).'
- A: (your course / start / yet)?
B: Not yet. It starts next week.

7.4 Read the situations and write sentences with **just**, **already** or **yet**.

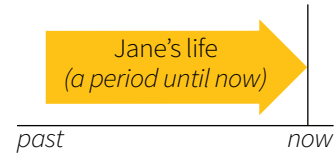
- After lunch you go to see a friend at her house. She says, 'Would you like something to eat?'
You say: No thank you. I've just had lunch. (have lunch)
- Joe goes out. Five minutes later, the phone rings and the caller says, 'Can I speak to Joe?'
You say: I'm afraid (go out)
- You are eating in a restaurant. The waiter thinks you have finished and starts to take your plate away.
You say: Wait a minute! (not / finish)
- You plan to eat at a restaurant tonight. You phone to reserve a table. Later your friend says,
'Shall I phone to reserve a table?' You say: No, (do it)
- You know that Lisa is looking for a place to live. Perhaps she has been successful.
You ask her: ? (find)
- You are still thinking about where to go for your holiday. A friend asks, 'Where are you going
for your holiday?' You say: (not / decide)
- Laura went out, but a few minutes ago she returned. Somebody asks, 'Is Laura still out?'
You say: No, (come back)

Present perfect 2 (I have done)

A

Study this example conversation:

- DAVE: **Have you travelled** a lot, Jane?
 JANE: Yes, I've **been** to lots of places.
 DAVE: Really? **Have you ever been** to China?
 JANE: Yes, I've **been** to China twice.
 DAVE: What about India?
 JANE: No, I **haven't been** to India.



When we talk about a period of time that continues from the past until now, we use the *present perfect* (**have been** / **have travelled** etc.). Here, Dave and Jane are talking about the places Jane **has visited** in her life, which is a period that continues until now.

In the same way we say:

- ☐ **Have you ever eaten** caviar?
- ☐ We've never **had** a car.
- ☐ I don't know what the film is about. I **haven't seen** it.
- ☐ Susan really loves that book. She's **read** it three times. (She's = She **has**)
- ☐ It's a really boring movie. It's the most boring movie I've **ever seen**.

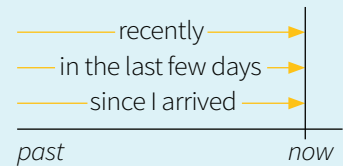
been (to) = visited:

- ☐ I've never **been to** Canada. Have you **been** there?

B

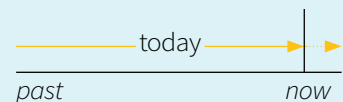
In the following examples too, the speakers are talking about a period that continues until now (**recently**, **in the last few days**, **so far**, **since I arrived** etc.):

- ☐ **Have you heard** anything from Ben **recently**?
- ☐ I've **met** a lot of people **in the last few days**.
- ☐ Everything is going well. There **haven't been** any problems **so far**.
- ☐ The weather is bad here. It's (= It **has**) **rained** every day **since I arrived**. (= from when I arrived until now)
- ☐ It's good to see you again. We **haven't seen** each other **for a long time**.



In the same way we use the present perfect with **today**, **this evening**, **this year** etc. when these periods are not finished at the time of speaking:

- ☐ I've **drunk** four cups of coffee **today**.
- ☐ **Have you had** a holiday **this year**?
- ☐ I **haven't seen** Tom **this morning**. **Have you**?



C

We say 'It's the (first) time something **has happened**'. For example:

Don is having a driving lesson. It's his first lesson.
 We can say:

- ☐ It's the first time he **has driven** a car. (*not drives*)
- or He **hasn't driven** a car **before**.
- or He **has never driven** a car **before**.

In the same way we say:

- ☐ Sarah has lost her passport again. This is the second time this **has happened**. (*not happens*)
- ☐ Andy is phoning his girlfriend again. It's the third time he's **phoned** her **this evening**.



Exercises

8.1 You ask people about things they have done. Write questions with **ever**.

- 1 (ride / horse?) *Have you ever ridden a horse?*
- 2 (be / California?) Have
- 3 (run / marathon?)
- 4 (speak / famous person?)
- 5 (most beautiful place / visit?) What's

8.2 Complete B's answers. Some sentences are positive and some negative. Use these verbs:

be be eat happen ~~have~~ have ~~meet~~ play read see try

- | A | B |
|---|---|
| 1 What's Mark's sister like? | I've no idea. <i>I've never met</i> her. |
| 2 Is everything going well? | Yes, we <i>haven't had</i> any problems so far. |
| 3 Are you hungry? | Yes. I much today. |
| 4 Can you play chess? | Yes, but for ages. |
| 5 Are you enjoying your holiday? | Yes, it's the best holiday for a long time. |
| 6 What's that book about? | I don't know. it. |
| 7 Is Brussels an interesting place? | I've no idea. there. |
| 8 I hear your car broke down again yesterday. | Yes, it's the second time this month. |
| 9 Do you like caviar? | I don't know. it. |
| 10 Mike was late for work again today. | Again? He late every day this week. |
| 11 Who's that woman by the door? | I don't know. her before. |

8.3 Write four sentences about yourself. Use **I haven't** and choose from the boxes.

used a computer travelled by bus eaten any fruit
been to the cinema read a book lost anything

- 1 *I haven't used a computer today.*
- 2
- 3
- 4
- 5

today
this week
recently
for ages
since ...
this year

8.4 Read the situations and complete the sentences.

- 1 Jack is driving a car for the first time. He's very nervous and not sure what to do.
It's the first time he's driven a car.
- 2 Some children at the zoo are looking at a giraffe. They've never seen one before.
It's the first time a giraffe.
- 3 Sue is riding a horse. She doesn't look very confident or comfortable.
She before.
- 4 Joe and Lisa are on holiday in Japan. They've been to Japan once before.
This is the second time
- 5 Emily is staying at the Prince Hotel. She stayed there a few years ago.
It's not the first this hotel.
- 6 Ben is playing tennis for the first time. He's a complete beginner.
..... before.

Present perfect continuous (I have been doing)

A It's been raining.

Study this example situation:



Is it raining?

No, but the ground is wet.

It's been raining. (= It **has** been ...)**have/has been + -ing** is the *present perfect continuous*:

I/we/they/you he/she/it	have has	(= I've etc.) (= he's etc.)	been	doing working learning etc.
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We use the present perfect continuous for an activity that has recently stopped or just stopped:

- ☐ Why are you out of breath? **Have you been running?**
- ☐ Paul is very tired. **He's been working** hard.
- ☐ Why are you so tired? What **have you been doing?**
- ☐ I've **been talking** to Amanda and she agrees with me.
- ☐ Where have you been? I've **been looking** for you.

have/has been + -ing
present perfect continuous

now

B It's been raining for two hours.

Study this example situation:



It began raining two hours ago and it is still raining.

How long **has it been raining?****It's been raining** for two hours. (= It **has** been ...)We use the present perfect continuous in this way, especially with **how long**, **for ...** and **since ...**. The activity is still happening (as in this example) or has just stopped.

- ☐ **How long have you been learning** English? (= you're still learning English)
- ☐ Ben is watching TV. **He's been watching** TV all day.
- ☐ Where have you been? I've **been looking** for you **for the last half hour**.
- ☐ Chris **hasn't been feeling** well **recently**.

You can use the present perfect continuous for repeated actions:

- ☐ Silvia is a very good tennis player. She's **been playing** **since she was eight**.
- ☐ Every morning they meet in the same cafe. They've **been going** there **for years**.

C Compare I am doing and I have been doing:

I am doing
present continuous

now

- ☐ Don't disturb me now. I'm **working**.
- ☐ We need an umbrella. **It's raining**.
- ☐ Hurry up! We're **waiting**.

I have been doing
present perfect continuous

now

- ☐ I've **been working** hard. Now I'm going to have a break.
- ☐ The ground is wet. **It's been raining**.
- ☐ We've **been waiting** for an hour.