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To be: present tense, negative and question forms

Form the negative by placing *not* after the verb. The contractions are *aren't* and *isn't*.

Form questions by placing the verb before the subject.

Is she a lawyer? No, she *isn't* a lawyer.

Change the statements to questions, and then give a negative answer as in the example.

1. They're in Europe now.

a. Are they in Europe now?

b. They aren't in Europe now.

2. Ricardo is angry with us.

a. _____

b. _____

3. He and she are good friends.

a. _____

b. _____

4. He is very happy.

a. _____

b. _____

5. Both sisters are tall and athletic.

a. _____

b. _____

6. She is a clever girl.

a. _____

b. _____

7. They are members of our club.

a. _____

b. _____

8. He is a good baseball player.

a. _____

b. _____

3

To be: past tense

I was	we were
you were	you were
he was	they were
she was	
it was	

Fill in the blank with the correct past tense form of *to be*.

1. Carlos _____ was _____ absent from school last week.

2. I _____ in the same class as Sally last year.

3. We _____ good friends for many years.

4. The windows of the car _____ open.

5. Both doors _____ closed.

6. Mike _____ not at work yesterday.

7. They _____ sick.

8. You _____ not home last night when I called.

9. We _____ tired after our long walk.

10. I _____ hungry after so much work.

11. There _____ many students absent yesterday.

12. She _____ present at the lesson, but I _____ not.

13. The weather yesterday _____ very warm.

14. He _____ at his aunt's house all day.

15. The teacher _____ satisfied with my composition.

16. The exercises in the last lesson _____ easy.

17. We _____ sorry to see her leave.

18. The wind last night _____ very strong.

19. It _____ cold last night.

20. We _____ happy to hear the good news.

21. When I saw her, she _____ very happy.

22. Her face _____ full of happiness.

23. We _____ thrilled to hear about her success.

24. They _____ happy.

25. We ate the apples and thought they _____ delicious.

4 To be: past tense, negative and question forms

Form the negative by placing *not* after the verb. The contractions are *wasn't* and *weren't*. Form questions by placing the verb before the subject.

Was she a doctor? She *wasn't* a doctor.

Change the following statements to questions, and then give a negative answer as in the example.

1. He was absent yesterday.
a. Was he absent yesterday?
b. He wasn't absent yesterday.
2. The doors were closed.
a. _____
b. _____
3. The exercises were difficult.
a. _____
b. _____
4. The woman was a stranger to her.
a. _____
b. _____
5. It was a beautiful day.
a. _____
b. _____
6. The sea was very calm.
a. _____
b. _____
7. He was a tall man.
a. _____
b. _____
8. There were many difficult exercises in the lesson.
a. _____
b. _____

5 To be: future tense

Full Form	Contraction	Full Form	Contraction
I will be	I'll be	we will be	we'll be
you will be	you'll be	you will be	you'll be
he will be	he'll be	they will be	they'll be
she will be	she'll be		
it will be	it'll be		

Change the following statements to the future tense. Use the contraction with personal pronouns.

1. He is at school.
He'll be at school.
2. She is our new teacher.

3. Ms. Roth is in New York.

4. They are good students.

5. This is your desk.

6. There are two soldiers in the room.

7. We are very tired after a long walk.

8. I am happy to be here.

9. You are angry with us.

10. The dog is happy to see you.

11. Mr. Moreno is out of town.

12. The wine is very good this year.

6

To be: future tense, negative and question forms

Form negatives by placing *not* after *will*. The contraction is *won't*. Form questions by placing *will* before the subject.

Will they be on time? No, they *won't* be on time.

Change the following statements to the question form, and then give a negative answer as in the example.

1. She will be present tomorrow.
a. Will she be present tomorrow?
b. She won't be present tomorrow.
2. The test will be easy.
a. _____
b. _____
3. They will be here before noon.
a. _____
b. _____
4. There will be three tables in the room.
a. _____
b. _____
5. He will be happy to get home.
a. _____
b. _____
6. She will be very angry.
a. _____
b. _____
7. Mr. Murphy will be in class today.
a. _____
b. _____
8. Nicholas will be absent next week.
a. _____
b. _____

7

Present continuous tense

The present continuous tense describes an action which is going on at the moment of speaking and is not yet complete. Form the present continuous tense with the present tense of the verb *to be* and the present participle of the main verb.

- | | |
|---|---|
| I am working.
(I'm working.)
You are working.
(You're working.)
He is working.
(He's working.)
She is working.
(She's working.)
It is working.
(It's working.) | We are working.
(We're working.)
You are working.
(You're working.)
They are working.
(They're working.) |
|---|---|

Fill in the blanks with the present continuous form of the verbs in parentheses. Use the contraction with personal pronouns.

1. They're waiting for us downstairs. (they, wait)
2. The bus _____ for us now. (stop)
3. I think the telephone _____. (ring)
4. I see that _____ your new suit today. (you, wear)
5. Look! A deer _____ the road. (cross)
6. Listen! Someone _____ a car. (start)
7. Please be quiet! The baby _____. (sleep)
8. Look! The cat _____ to climb that tall tree. (try)
9. Helen _____ good progress in her studies. (make)
10. The leaves _____ to fall from the trees. (begin)
11. Bertha _____ lunch in the cafeteria now. (have)
12. Listen! Pat _____ the piano. (play)
13. At present, _____ in South America. (they, live)
14. For the time being, Jack _____ this department. (manage)
15. Be careful! The teacher _____ you. (watch)
16. _____ sales in all the big stores now. (they, have)
17. Mother _____ the garden now. (water)
18. The Salazar family _____ the summer in Venezuela. (spend)

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Present continuous tense: negative and question forms

Form negatives in the present continuous tense by placing *not* after *to be*. Form questions in the present continuous tense by placing *to be* before the subject.

Is Daniel studying tonight? No, he isn't studying tonight.

Change the following statements to the question form, and then give a negative answer as in the example.

1. The telephone is ringing.

a. Is the telephone ringing?

b. The telephone isn't ringing.

2. It is beginning to rain.

a. _____

b. _____

3. The sky is growing dark.

a. _____

b. _____

4. He is working for a new company.

a. _____

b. _____

5. Pete is cleaning the room now.

a. _____

b. _____

6. The joggers are turning the corner.

a. _____

b. _____

7. She is having lunch outside on the lawn.

a. _____

b. _____

8. Nora is doing well in college.

a. _____

b. _____

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Past continuous tense

The past continuous tense describes an action in the past that was going on when another action took place. Form the past continuous tense with the past tense of *to be* and the present participle of the main verb.

I was working.

We were working.

You were working.

You were working.

He was working.

They were working.

She was working.

It was working.

Fill in the blanks with the past continuous form of the verbs in parentheses.

1. They were eating in the restaurant when we called. (eat)

2. It _____ when I left home. (rain)

3. When you telephoned, I _____ dinner. (have)

4. They _____ in Europe when the war broke out. (travel)

5. The baby _____ soundly when I went to wake him. (sleep)

6. He _____ breakfast when I went to his hotel room. (order)

7. I got sick while we _____ to Mexico. (drive)

8. He _____ in California when his father died. (work)

9. I _____ a nap when you called. (take)

10. She _____ with Mr. Wong when I saw her in the hall. (talk)

11. The accident happened while they _____ in a hotel. (stay)

12. She fell as she _____ into a taxi. (get)

13. The car _____ slowly when it struck the child. (go)

14. When I got up this morning, the sun _____ brightly. (shine)

15. Annette _____ television when the storm began. (watch)

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Future continuous tense

The future continuous tense describes an action which will be going on in the future. Form the future continuous tense with the future tense of the verb *to be* and the present participle of the main verb.

- | | |
|--|--|
| I will be working.
(I'll be working.) | We will be working.
(We'll be working.) |
| You will be working.
(You'll be working.) | You will be working.
(You'll be working.) |
| He will be working.
(He'll be working.) | They will be working.
(They'll be working.) |
| She will be working.
(She'll be working.) | |
| It will be working.
(It'll be working.) | |

Fill in the blanks with the future continuous form of the verbs in parentheses. Use the contraction with personal pronouns.

- If you come at noon, we'll be eating lunch. (we, eat)
- At this time next month, in South America. (you, travel)
- At ten o'clock tomorrow morning, my music lesson. (I, have)
- for you on the corner at the usual time tomorrow morning. (I, wait)
- If you call her at six, the piano. (she, practice)
- when you get back. (it, rain)
- If you arrive before six, in my garden. (I, work)
- Tomorrow afternoon at this time, over the Caribbean Sea. (we, fly)
- Don't call him between seven and eight. his favorite television program. (he, watch)
- Don't call her before four. her usual afternoon nap. (she, take)
- At this time next year, at Columbia University. (he, study)
- If we go there now, dinner. (they, have)
- But if we go later, television. (they, watch)
- At this time tomorrow afternoon, my final English examination. (I, take)

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Simple present tense

The simple present tense describes an action which goes on every day or is general.

- | | |
|-----------|-----------|
| I work | we work |
| you work | you work |
| he works | they work |
| she works | |
| it works | |

Fill in the blanks with the present tense form of the verb in parentheses.

- We read the newspaper every day. (read)
- He to school by bus. (come)
- I always to school. (walk)
- The children in the park every afternoon. (play)
- I lunch in the cafeteria every day. (eat)
- Sue very hard. (work)
- I to sit in the sun. (like)
- The dog the cat all around the house. (chase)
- Ms. Glenfield at the clinic. (work)
- Joan generally at this desk. (sit)
- We always tennis on Saturdays. (play)
- He always his homework carefully. (prepare)
- They lunch together every day. (eat)
- My son to play video games. (like)
- They many trips together. (take)
- We always by car. (travel)
- Her family church every Sunday. (attend)
- She several foreign languages. (speak)
- They to the park as often as they can. (go)
- He the garden every day. (water)
- My boss every Wednesday. (jog)
- She her mind often. (change)
- Jack always his time. (take)

12 Simple present tense: negative form

Form the negative of the simple present tense by placing *do not* or *does not* before the negative form of the verb. The contractions are *don't* and *doesn't*.

I do not know. He does not know.
(I don't know.) (He doesn't know.)

A. Change the following statements to the negative form. Use the full form.

1. I work on the tenth floor.

2. Ann likes to study English.

3. They speak French well.

4. The plane leaves at ten o'clock.

5. He knows French perfectly.

6. I feel well today.

B. Change the following statements to the negative form. Use the contracted form.

1. They live in Chicago.

2. I need air conditioning in my room.

3. We use many books every year.

4. I understand everything he says.

5. She wants to visit Mexico.

6. He begins his new job on the fifteenth.

13 Simple present tense: question form

Form questions in the simple present tense by placing *do* or *does* before the subject.

Do I go? Do we go?
Do you go? Do you go?
Does he go? Do they go?
Does she go?
Does it go?

Change the following statements to the question form.

1. They speak English well.

2. He enjoys fishing.

3. She spends her vacation in the mountains.

4. They come to school by bus.

5. Andrew knows how to play soccer.

6. The children wake up at about six o'clock every morning.

7. He knows a lot about South America.

8. They go to the park every afternoon.

9. They have many friends in that school.

10. Both boys swim well.

11. They live on the outskirts of the city.

12. Roy gets up early every morning.

16 Past tense: negative form

Form the negative in the past tense by placing *did not* before the simple form of the verb. The contraction is *didn't*.

I did not work. (I didn't work.)

A. Change the following statements to the negative using the full form *did not*.

1. He wrote his lesson.

He did not write his lesson.

2. They told us the story.

3. She put the books on his desk.

4. We stayed in Mexico City for two weeks.

5. I saw Florence yesterday.

6. He planned his work well.

B. Change the following statements to the negative using the contraction *didn't*.

1. The man fainted in the heat.

The man didn't faint in the heat.

2. I knew him very well.

3. You sold your new car.

4. Mr. Wood spoke to Beth about the exam.

5. She came to the meeting alone.

6. We sat together at the concert last night.

17 Past tense: question form

Form questions in the past tense by placing *did* before the subject.

Did I work?

Did we work?

Did you work?

Did you work?

Did he work?

Did they work?

Did she work?

Did it work?

Change the following statements to the question form.

1. She worked all day.

Did she work all day?

2. Don gave her a VCR for Christmas.

3. We stayed in Europe all year.

4. She told us about her trip.

5. He entered this class in September.

6. They went by plane.

7. She came home very late.

8. They went to the party together.

9. They knew each other as children.

10. Rose worked there for many years.

11. Mr. Stein felt better after his operation.

12. The meeting began on time.

18 Future tense

The future tense expresses promise or determination. Form the future tense by placing *will* before the simple form of the verb.

Full Form	Contraction	Full Form	Contraction
I will go.	I'll go.	We will go.	We'll go.
You will go.	You'll go.	You will go.	You'll go.
He will go.	He'll go.	They will go.	They'll go.
She will go.	She'll go.		
It will go.	It'll go.		

Fill in the blanks with the future tense form of the verb in parentheses. Use the contracted form with personal pronouns.

1. He'll call _____ you tomorrow. (he, call)
2. _____ us in the morning. (they, see)
3. _____ you that money tomorrow. (I, give)
4. _____ you with that work. (she, help)
5. Mary _____ the table right away. (clean)
6. The stores _____ early today. (close)
7. _____ the tip. (I, leave)
8. Barbara _____ the book which you need. (find)
9. _____ a place to stay. (you, need)
10. Kevin _____ well in that job. (do)
11. The wind _____ that sign down. (blow)
12. _____ you in Grand Central Station. (we, meet)
13. _____ the bill. (I, pay)
14. _____ a great deal in that course. (you, learn)
15. _____ in Mexico about a month. (we, remain)
16. His secretary says that _____ back at six o'clock. (he, be)
17. Sonia _____ the cashier. (pay)
18. _____ a lot of money there. (you, spend)
19. _____ you a cup of tea. (I, make)
20. I'm sure _____ the book you lost. (you, find)
21. My boss _____ me a raise next week. (give)
22. The stores _____ at nine o'clock. (open)
23. _____ in New York for about a week. (we, be)

19 Future tense: negative form

Form negatives in the future tense by placing *not* after *will* or by using the contraction *won't* before the main verb.

I will not go. (I won't go.)

A. Change the following statements to the negative form using the full form *will not*.

1. They will arrive at three o'clock.
They will not arrive at three o'clock.
 2. My boyfriend will finish his degree next year.
 3. I will be back tomorrow.
 4. The weather will be cool tomorrow.
 5. Tom will be able to meet us this evening.
 6. These exercises will be difficult for you.
- B. Change the following statements to the negative form using the contraction *won't*.
1. You will be there before dawn.
You won't be there before dawn.
 2. She will do well in that position.
 3. Gina will teach all the grammar courses.
 4. Jim and I will sign the contract tomorrow.
 5. They will finish the work in April.
 6. The meeting will last an hour.

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Future tense: question form

Form questions in the future tense by placing *will* before the subject.

Will I go? Will we go?
Will you go? Will you go?
Will he go? Will they go?
Will she go?
Will it go?

Change the following statements to the question form.

1. They will arrive on Wednesday.
_____ *Will they arrive on Wednesday?*
2. Ned will come back at three o'clock.

3. The shop will be open at six o'clock.

4. It will cost six dollars to fix the lamp.

5. The plant will die without sunshine.

6. They will spend four months in Spain.

7. She will meet us downtown.

8. They will pay their bill next week.

9. The meeting will begin at eight.

10. It will last an hour.

21

Going to future

The *going to* future describes some definite future action. Form the *going to* future with the appropriate form of *to be going to* and the simple form of the verb.

I am going to work. We are going to work.
You are going to work. You are going to work.
He is going to work. They are going to work.
She is going to work.
It is going to work.

Fill in the blanks with the *going to* future form of the verb in parentheses.

1. They are going to visit us tomorrow. (visit)
2. We _____ dinner in town tonight. (have)
3. I _____ to Disneyland this summer. (go)
4. He _____ for New York in the morning. (leave)
5. She _____ her family in Virginia. (visit)
6. You _____ at the meeting tonight. (speak)
7. Danny _____ Russian next year. (study)
8. Andrew _____ an examination on Wednesday. (take)
9. They _____ for us after the movie. (wait)
10. We _____ to Chicago. (fly)
11. Pedro _____ to be a doctor. (study)
12. We _____ up early tomorrow and go fishing. (get)
13. You and I _____ to Canada on our vacation. (go)
14. She _____ for Europe soon. (leave)
15. They _____ that whole block of buildings. (tear down)
16. Joan _____ to town to buy some new dresses. (go)
17. They _____ their present home and buy a new one. (sell)
18. Mrs. Jacobs _____ the children to the zoo this afternoon. (take)
19. They _____ some new clothes for their vacation. (buy)
20. The children _____ their chores after breakfast. (do)
21. Their father _____ them. (help)
22. While they're doing their chores, I _____ the dishes. (wash)

22

Going to future: negative and question forms

Form negatives in the *going to* future by placing *not* after *to be*.

I am going to work. I'm *not* going to work.

Form questions in the *going to* future by placing *to be* before the subject.

You are going to work. *Are* you going to work?

Change these statements to questions, and then give a negative answer as in the example. Use the contracted form of pronoun + *to be*.

- They are going to wait for us.
 - Are they going to wait for us?
 - They're not going to wait for us.
- Rose is going to take a vacation.
 - _____
 - _____
- We are going to go to the movies tonight.
 - _____
 - _____
- He is going to start working there on Monday.
 - _____
 - _____
- They are going to pay him a good salary.
 - _____
 - _____
- Carmen is going to move to California next month.
 - _____
 - _____
- Henry is going to travel to Europe on his vacation.
 - _____
 - _____
- She is going to spend the weekend in Connecticut.
 - _____
 - _____

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Present perfect tense

The present perfect tense describes a past action connected with the present time. Form the present perfect tense by placing *have/has* before the present participle of the verb.

- | | |
|------------------|-------------------|
| I have worked. | We have worked. |
| (I've worked.) | (We've worked.) |
| You have worked. | You have worked. |
| (You've worked.) | (You've worked.) |
| He has worked. | They have worked. |
| (He's worked.) | (They've worked.) |
| She has worked. | |
| (She's worked.) | |
| It has worked. | |
| (It's worked.) | |

Fill in the blanks with the present perfect form of the verb in parentheses.

- I have spoken to him about it several times. (speak)
- We _____ all our homework. (finish)
- He _____ us many times. (visit)
- She _____ my book at last. (return)
- I am afraid that I _____ my car keys. (lose)
- We _____ in Mexico many times. (be)
- I _____ this exercise before. (study)
- We _____ many new words in this course. (learn)
- My family _____ to Montreal. (be)
- I _____ that story before. (hear)
- We _____ money to them several times. (lend)
- Mr. Petridis _____ to South America to work. (go)
- His uncle _____ computer science for years. (teach)
- She _____ that movie three times. (see)
- He _____ and _____ several fortunes. (make, lose)
- Kelly _____ that recipe many times. (try)
- He _____ to understand what Alice wants. (begin)
- The flowers _____ very high. (grow)
- They _____ in Acapulco many times. (be)
- Dick _____ them in Mexico twice. (visit)

34

Short answers

Write affirmative and negative short answers for the questions below. Answer *you* questions with *I* and *I* questions with *you*.

- Can you speak French?
a. Yes, I can. b. No, I can't.
- Does she live in San Francisco?
a. _____ b. _____
- Have you been sick?
a. _____ b. _____
- Is the lesson over?
a. _____ b. _____
- Will the Kollers be there, too?
a. _____ b. _____
- Are they going out?
a. _____ b. _____
- Did she study?
a. _____ b. _____
- Was the room warm?
a. _____ b. _____
- Is it raining now?
a. _____ b. _____
- Should we go home?
a. _____ b. _____
- May I smoke?
a. _____ b. _____
- Can your cousin Tim drive a truck?
a. _____ b. _____
- Did it rain yesterday?
a. _____ b. _____

35

Tag questions

A tag question is added to the end of a statement. If the sentence is affirmative, the tag question is negative.

He can speak English, *can't he?*

This bus goes downtown, *doesn't it?*

If the sentence is negative, the tag question is affirmative.

He can't speak English, *can he?*

This bus doesn't go downtown, *does it?*

Tag questions are usually added to confirm information already known by the speaker.

Fill in the blanks with tag questions.

- He was in Italy, _____ wasn't he ?
- Claire speaks fluent Spanish, _____ ?
- That chair wasn't broken yesterday, _____ ?
- It hasn't stopped raining for a week, _____ ?
- My car is getting old, _____ ?
- You are not very good at languages, _____ ?
- There'll be enough ice cream for everyone, _____ ?
- Sophie seemed pleased with the results of our examinations, _____ ?
- It has been a very hot day, _____ ?
- You won't see him again until next month, _____ ?
- He always gets up early, _____ ?
- You didn't get to bed very early last night, _____ ?
- She can't dance as well as her sister, _____ ?
- They dance well together, _____ ?
- You are going with us to the movie, _____ ?
- You know Ana's brother Sandro, _____ ?
- Beds aren't very expensive, _____ ?
- The dress is really not becoming to her, _____ ?
- He couldn't understand a single word I said, _____ ?
- I paid you, _____ ?
- The plant hasn't died, _____ ?