

revise the basics: present perfect forms and use

+ I have worked/seen etc **?** have I worked/seen? etc **-** I have not worked/seen etc

To make the **present perfect**, put *have/has* with the **past participle** (*worked, seen* etc).
Regular past participles end in **-ed**, like simple past forms (for spelling rules, see page 40).

work → **worked** *hope* → **hoped** *stop* → **stopped** *try* → **tried**

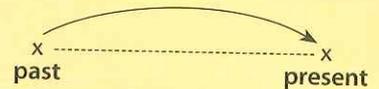
With **irregular** verbs, the past participle is often different from the simple past form (see page 317).

see → **seen** *speak* → **spoken** *go* → **gone** *buy* → **bought**

1 Write as many of the irregular past participles as you can. Check them on page 317, and learn the ones that you don't know.

- become *become* begin break bring buy
 come drink eat fall forget
 give hear hold keep know
 learn leave let make pay
 put read say shut sit
 stand take tell think write

The present perfect **connects the past and the present**.
 We use it especially for **finished actions that are important now**.
 They have **results now**, or they are news.



I can't walk - I've hurt my leg. *Have you heard? He's arrived!*
Look - he hasn't drunk his tea. *You've passed your exam!*

Compare: *Brutus killed Caesar.* (NOT ... *has killed* ... - no present importance.)
 We can often change a **present perfect** sentence into a **present** sentence with more or less the same meaning.

I've hurt my leg. = *I have a bad leg.* *Sue's come back.* = *Sue is home.*
He's lost his keys. = *He can't find them.* *He's gone.* = *He isn't here.*

2 Change these present perfect sentences into present sentences with similar meanings.

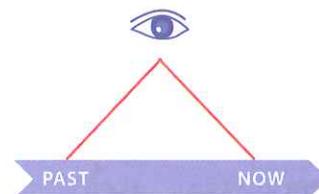
- ▶ I've cleaned the windows. *The windows are clean.*
- 1 The Foreign Minister has died.
- 2 Lucy's had a baby.
- 3 You've torn your coat.
- 4 I've broken my leg.
- 5 He's lost his address book.
- 6 Have you made tea?
- 7 I've done the washing up.
- 8 She's gone to work for the BBC.
- 9 We haven't found out where he is.
- 10 The noise has stopped.
- 11 I've forgotten your name.
- 12 She's learnt French.

revise the basics: present perfect or simple past?

PRESENT PERFECT: WE THINK ABOUT THE PAST AND THE PRESENT TOGETHER

When we think about the **past and present together**, we normally use the **present perfect**.

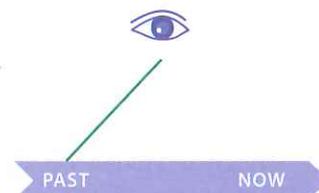
I've phoned Ann, so she *knows* what's going on.
I've made coffee. Would you like a cup?
Come and look – *I've painted* the kitchen.



SIMPLE PAST: WE THINK ONLY ABOUT THE PAST, NOT THE PRESENT

When we think **only about the past**, we most often use the **simple past**.

My grandfather worked for a phone company.
(He's dead now; I'm not thinking about the present.)
I made a cake when Liz and Sandra came.
(I'm not talking about the present.)
I painted the living room last week.
(I'm thinking only about last week.)



1 Read the sentences and the questions, and circle the correct answers.

- ▶ Claudia has bought a new car. *Has she got the car now?* YES / PERHAPS
- ▶ Susie went to stay with her grandmother. *Is she there now?* YES / PROBABLY NOT
- 1 I made coffee. *Is there coffee now?* YES / PROBABLY NOT
- 2 Jack has made tea. *Is there tea now?* YES / PROBABLY NOT
- 3 Amanda has come to stay with us. *Is she here now?* YES / DON'T KNOW
- 4 Mark has gone to work in Ireland. *Is he there now?* YES / DON'T KNOW
- 5 Simon and Roger opened a shop. *Is the shop still in business?* YES / DON'T KNOW
- 6 Oliver has started French lessons. *Is he taking lessons now?* YES / DON'T KNOW
- 7 The dog has run away. *Is the dog at home now?* NO / DON'T KNOW
- 8 We sent Pam to the doctor. *Is she with the doctor now?* YES / NO / PROBABLY NOT
- 9 Carl lost his glasses. *Has he got his glasses now?* NO / DON'T KNOW
- 10 Kate has cut all her hair off. *Has she got any hair now?* NO / DON'T KNOW

2 Circle the correct verb forms.

- 1 'Does Jeff know you're back home?' 'Yes, I *told* / 've *told* him.
- 2 'What's Rosie's address?' 'Sorry, I *forgot* / 've *forgotten*.'
- 3 I *made* / 've *made* coffee. Would you like some?
- 4 Look – I *bought* / 've *bought* a new jacket.
- 5 My mother *left* / *has left* school at 16.
- 6 Peter *lost* / *has lost* his job, and he's looking for a new one.
- 7 Julius Caesar *never reached* / *has never reached* Scotland.
- 8 We *got* / *have got* to know some very interesting people in America last year.
- 9 When we were at school we *studied* / *have studied* Latin.
- 10 Who *built* / *has built* the Tower of London?

In some answers, both contracted forms (for example *I'm*, *don't*) and full forms (for example *I am*, *do not*) are possible. Normally both are correct.

revise the basics: tenses with time words

We don't normally use the **present perfect** with **words for a finished time**.

I've met a really nice man. (BUT NOT I've met a really nice man yesterday.)

A plane has disappeared over the Atlantic. (BUT NOT A plane has disappeared at 3.15 this afternoon.)

1 Circle the words for a finished time.

two days ago always this year last month never now then today yesterday
when? in 2007 before I was born in my life just after I got up lately when I was nine

2 Correct (✓) or not (x)?

- ▶ Andy has changed his job. ✓
- ▶ Sarah has gone to France last week. x
- 1 John has left home in 2006.
- 2 I think everybody has gone now.
- 3 Lindsay has phoned at 10 o'clock.
- 4 I've forgotten Phil's birthday last Monday.
- 5 I've seen a good film the other day.
- 6 Look what Peter has given me yesterday!
- 7 Claire has written to me three weeks ago.
- 8 Sorry - I've forgotten your name.
- 9 The house is empty! What has happened?
- 10 When have you heard from Peter?

We can use the **present perfect** to ask if things have happened up to now, or to say that they haven't happened up to now.

This often happens with **words for an unfinished time**:
for example **today, ever, never, yet**.

Has the boss phoned today? Have you ever broken your leg?

We haven't been to Scotland this year.

Mary hasn't written to me yet.

Recently, lately and **before** can be used like this.

Have you heard from Phil recently?

'Who's that?' 'I've never seen him before.'



3 Make present perfect sentences.

- ▶ Eric / pay / for his ticket ? ... *Has Eric paid for his ticket?*
- 1 you / see Carol / today ?
- 2 Simon / come back / from Spain / yet ?
- 3 the baby / have / anything to eat ?
- 4 I / not / play / tennis / this year
- 5 Alex / speak / to you / lately ?
- 6 Rob / never / write to me
- 7 you / ever / lose / your passport ?
- 8 my mother / never / travel by air
- 9 you / ever / write / a love letter ?
- 10 I / never / see / an iceberg

4 Circle the correct tense.

- 1 I haven't seen / didn't see much of Al lately.
- 2 'Who is she?' 'I've never seen / never saw her before.'
- 3 I've done / did a lot of stupid things in my life.
- 4 She has left / left school last year.
- 5 When have you got / did you get married?
- 6 I'm sorry. I haven't finished / didn't finish yet.
- 7 I've often wondered / often wondered what he does for a living.
- 8 He has caught / caught the plane at eight this morning.
- 9 I've read / read a lot of her books when I was at school.
- 10 Have you seen / Did you see any good films recently?

revise the basics: *already, yet and just*

We often use the present perfect with **already** (= 'earlier than somebody expected').
Note the word order: **already** comes **after have**.

'Coffee?' 'No, thanks. I've **already had** some.'
'Can I speak to Colette?' 'I'm afraid she's **already gone** home.'

1 Complete the sentences with *already* and verbs from the box (present perfect).

buy	find	leave ✓	read	sell	tell
-----	------	---------	------	------	------

- ▶ 'What time's the bus?' 'It **'s already left**
- 1 'Shall I tell Sally?' 'I her.'
- 2 'Do you want the newspaper?' ' it.'
- 3 'I'll buy milk, shall I?' 'I some.'
- 4 Amelia lost her job last week, but she a new one.
- 5 'How much do you want for your car?' ' it.'

We also often use the present perfect with **yet** (= 'up to now') in questions and negatives.
Note the word order: **yet** usually comes at the end of a sentence.

'Have you **paid** the electrician **yet**?' 'No, he **hasn't sent** his bill **yet**.'

2 Make questions and negatives with *yet*.

- 1 you / have breakfast ?
- 2 Cheryl / find a flat -
- 3 you / finish the painting ?
- 4 John / phone ?
- 5 Carole / come back from holiday -
- 6 the newspaper / come -

And we often use the present perfect with **just** (= 'a short time ago'). **Just** comes **after have**.

I've **just heard** from the tax office. The snow **has just stopped**.

3 Write five things that have just happened (in your family, in the world, ...)

- ▶ **My sister has just got married.** **A famous pop star has just died.**
-
-
-
-

4 You probably want to do a lot of things in life. Write five things that you haven't done yet.

- ▶ **I haven't seen a volcano yet.**
-
-
-
-

NOTE: In American English, the simple past is often used with *already, yet and just*.

'Where's Serena?' 'She **went home already**.' 'Did you eat yet?' I **just had** a great idea.

In some answers, both contracted forms (for example *I'm, don't*) and full forms (for example *I am, do not*) are possible. Normally both are correct.

revise the basics: present perfect progressive; *since*, *for*

+ *I have been working* etc ? *have you been working?* etc - *he has not been working* etc

We make the **present perfect progressive** with *have/has been + ...ing*.

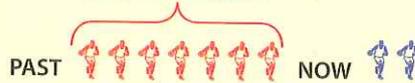
We have been living here since April. John's been working in the bank for three months.

We use the **present perfect progressive** (with most verbs) to say **how long** things have been continuing **up to now**. We do **not** use a present tense with this meaning.

I've been learning English for four years. (NOT *I'm learning English for four years.*)

It's been snowing since Tuesday. Have you been waiting long?

I've been walking all day.



1 Complete the sentences with verbs from the box. Use the present perfect progressive.

cry learn live play (*twice*) rain wait (*twice*) walk work

- 1 It all day.
- 2 I English since I was six.
- 3 She tennis professionally for ten years.
- 4 We n't in this house for very long.
- 5 That man up and down the street for ages.
- 6 I very hard this week.
- 7 She non-stop since she got his letter.
- 8 He that music for hours. I wish he'd stop.
- 9 you long, sir?
- 10 They call him the waiter, but we for our coffee for half an hour.

We can say how long with *since* or *for*.

We use *since* when we give the **beginning** of the time (for example *since Tuesday*).

We use *for* when we give the **length** of the time (for example *for three days*).

It's been snowing since Tuesday. It's been snowing for three days. (NOT ... *since three days*.)

I've been working here since last week. I've only been working here for a short time.

He's been waiting for a visa since April. He's been waiting for six months.

2 Put in *since* or *for*.

- | | | |
|---------------------|---------------------|-------------------------|
| 1 two weeks | 5 yesterday | 9 August |
| 2 Monday | 6 lunchtime | 10 last week |
| 3 2006 | 7 a long time | 11 a day |
| 4 eight years | 8 two minutes | 12 this afternoon |

3 Make present perfect progressive sentences. Use *for* or *since*.

- ▶ Oliver started learning the piano in January. Now it's May. (*for*)
Oliver has been learning the piano for four months.
- ▶ It started snowing on Wednesday. It's still snowing. (*since*)
It's been snowing since Wednesday.
- 1 My father started repairing his car on Sunday. Now it's Friday. (*for*)
.....
- 2 We started travelling at six o'clock. Now it's eleven o'clock. (*for*)
.....
- 3 We started waiting for the train at 7.30. (*since*)
.....
- 4 Mr Andrews started making violins when he was 20. Now he's 50. (*for*)
.....
- 5 Prices started going up fast last year. (*since*)
.....
- 6 I started writing my great novel in January. (*since*)
.....
- 7 The water started rising at midnight. Now it's 8.00 a.m. (*for*)
.....
- 8 The people next door started playing loud music at 9.00 p.m. Now it's 2.00 a.m. (*for*)
.....
- 9 I started trying to explain things to her an hour ago. (*for*)
.....
- 10 The dog started barking at six o'clock. (*since*)
.....

We can use the present perfect progressive just to say how we have been **filling our time** (up to now), especially when we talk about **present results**.

'You look tired.' 'Yes, I've been working in the garden.'

I'm sorry dinner isn't ready – I've been helping Diana with her homework.

We've been playing a lot of tennis in the last few weeks.

4 Put together the beginnings and ends of the conversations.

- | | |
|---|---|
| 0 'Aren't you hungry?' | A 'Helen's been looking at them.' |
| 1 'Is it true that Philip's been arrested?' | B 'I've been moving furniture all afternoon.' |
| 2 'Janet seems very cheerful.' | C 'I've been swimming.' |
| 3 'She's very dirty.' | D 'I've been talking to Henry, and he just goes on and on.' |
| 4 'Why are my books all over the floor?' | E 'No, I've been eating all day.' ... |
| 5 'Why's your hair wet?' | F 'She's been cleaning the cellar.' |
| 6 'You all look very miserable.' | G 'She's been skiing with Roger for the last week.' |
| 7 'You look tired.' | H 'Yes, he's been stealing things from shops.' |
| 8 'You're very late.' | I 'Yes. I've been painting the ceiling.' |
| 9 'Your hair's all white.' | J 'Yes, we've been telling each other our life stories.' |

In some answers, both contracted forms (for example *I'm, don't*) and full forms (for example *I am, do not*) are possible. Normally both are correct.

present perfect or present perfect progressive?

We use the **present perfect** mostly for **finished** actions.

We use the **present perfect progressive** mostly for **unfinished** actions continuing up to now (often when we say **how long**).

PRESENT PERFECT: *I have written etc*

finished actions

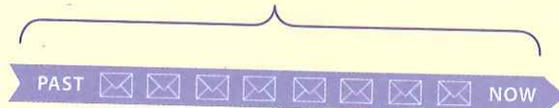
Mike **has learnt** how to cook spaghetti.
 I've **read** your book. (= I've finished it.)
 I've **written** to John, so he knows everything.



PRESENT PERFECT PROGRESSIVE: *I have been writing etc*

unfinished actions → now

Jane **has been learning** Greek since August.
 I've **been reading** your book: I'm enjoying it.
 The children **have been writing** letters all day.



We use the **present perfect** to say **how much** or **how often**. Compare:

We've **travelled** to nine countries this year.

I've **played** tennis three times this week.

We've **been travelling** all this year.

I've **been playing** a lot of tennis recently.

1 Circle the correct form.

- ▶ How long have you **learnt** / **been learning** the piano?
- ▶ Look! I have **bought** / **been buying** a coat.
- 1 It has **rained** / **been raining** since Tuesday.
- 2 John has **broken** / **been breaking** his leg.
- 3 He hasn't **told** / **been telling** me his address.
- 4 How long have we **driven** / **been driving** now?
- 5 Have you ever **read** / **been reading** this book?
- 6 Hello! I've **waited** / **been waiting** for you for hours!
- 7 How long have you **sat** / **been sitting** here?
- 8 How many letters have you **written**? / **been writing**?
- 9 She has **learnt** / **been learning** German for six years.
- 10 She has **learnt** / **been learning** most of the irregular verbs.

The **present perfect progressive** can also be used for longer, more permanent situations. However, we often prefer a **simple present perfect**, especially when we are talking about unchanging states rather than actions. Compare:

He's **been standing** there for hours. The castle **has stood** on this hill for 900 years.

2 Circle the best answer. (Both are correct, but one is more probable.)

- 1 We've **lived** / **been living** in London since January.
- 2 They've **lived** / **been living** in London all their lives.
- 3 My father has **worked** / **been working** here for 47 years.
- 4 I've **worked** / **been working** here for two weeks.
- 5 Her family has **farmed** / **been farming** this land since the tenth century.
- 6 She has only **farmed** / **been farming** for two years, but she's doing very well.
- 7 John has **run** / **been running** the village shop since his father died last year.
- 8 Alex has **run** / **been running** the company since it was founded in 1980.
- 9 Harris has **spent** / **been spending** the last ten years in prison.
- 10 I've **spent** / **been spending** a lot of time with the children recently.

We don't often use the **progressive** with *be*, *have* (meaning 'possess'), *know* and other non-progressive verbs (see page 20).

I've been here since Tuesday. (NOT *I've been being ...*)

How long *have you had* your car? (NOT *How long have you been having ...*)

We've only *known* each other for two weeks. (NOT *We've only been knowing ...*)

3 Make present perfect questions with How long ...?

- ▶ you / be / in this country *How long have you been in this country?*
- 1 you / know / Mike
- 2 you / be / a student
- 3 your brother / be / a doctor
- 4 Andrew / have / that dog
- 5 David and Elizabeth / be / together
- 6 Mary / have / her job
- 7 your parents / be / married
- 8 you / know / about Carl's problem

4 Put in the present perfect or present perfect progressive.

- ▶ I *have had* these shoes for a year. (*have*)
- ▶ How long *have* you *been waiting* ? (*wait*)
- 1 It all day. (*snow*)
- 2 We this dog since Christmas. (*have*)
- 3 Emma all day. (*work*)
- 4 Matt ill this week. (*be*)
- 5 How long Ben? (*you know*)
- 6 My hands are dirty, because I the car. (*repair*)
- 7 I my job recently. (*not enjoy*)
- 8 George me in the office since Tuesday. (*help*)
- 9 I a headache since this morning. (*have*)
- 10 Anthony away for the last few days. (*be*)

5 How long have you known people? Write sentences.

- ▶ *I've known my English teacher since September.*
- 1 I've known for
- 2 I've.....
- 3
- 4
- 5

6 How long have you had things? Write sentences.

- ▶ *I've had these shoes for six months.*
- 1 I've had my since
- 2
- 3
- 4
- 5

Don't confuse: *How long have you been here (for)?* (= 'Since when ... ?') and *How long are you here for?* (= 'Until when ... ?')

In some answers, both contracted forms (for example *I'm*, *don't*) and full forms (for example *I am*, *do not*) are possible. Normally both are correct.

simple past and present perfect: summary

SIMPLE PAST: *I worked/wrote/drove etc*

finished actions

- finished actions, no connection with present
*My grandfather **worked** for a newspaper. I **hated** school.*
- with words for a finished time, like *yesterday, in 2002, ago, then, when*
*I **saw** Ann yesterday. (NOT ~~I have seen Ann yesterday.~~) Bill **phoned** three days ago.*
*When **did** you **stop** smoking? (NOT ~~When have you stopped smoking?~~)*
- stories
*A man **walked** into a café and **sat** down at a table. The waiter **asked** ...*
- details (time, place etc) of news
*The cat has eaten your supper. She **took** it off the table.*
*Tim has had an accident. He **fell** off his bicycle when he was going to work.*

(SIMPLE) PRESENT PERFECT: *I have worked/written/driven etc*

A finished actions

- thinking about past and present together
*I **'ve written** to John, so he knows what's happening now. Jane **has found** my glasses, so I can see again.*
- news
*A plane **has crashed** at Heathrow airport. The Prime Minister **has left** for Paris.*
- up to now: how much/many; how often
*I **'ve drunk** six cups of coffee today. My father **has** often **tried** to stop smoking.*
- up to now: things that haven't happened; questions; ever and never
*Mark **hasn't phoned**. **Has** Peter **said** anything to you? **Have** you ever **seen** a ghost? I **'ve** never **seen** one.*
- already, yet and just
*'Where's Oscar?' 'He **'s** already **gone** home.' **Has** the postman **come** yet? 'Coffee?' 'I **'ve** just **had** some.'*
- NOT with words for a finished time
*I **saw** Penny yesterday. She's getting married. (NOT ~~I have seen Penny yesterday.~~)*

B unfinished actions continuing up to now

(especially with *be, have, know* and other non-progressive verbs)

- to say how long (often with *since* and *for*)
*How long **have** you **been** in this country? We **'ve had** our car for seven years.*
*I **'ve known** Jake since 1996. (NOT ~~I know Jake since 1996.~~)*

PRESENT PERFECT PROGRESSIVE: *I have been working/writing/driving etc*

unfinished actions continuing up to now (most verbs)

- to say how long (often with *since* and *for*)
***Have** you **been waiting** long? I **'ve been learning** English since last summer.*
*We **'ve been driving** for three hours – it's time for a rest.*
DON'T use a present tense to say how long.
*I **'ve been living** here since January. (NOT ~~I'm living here since January.~~)*
- to say how we have been filling our time up to now
*Sorry I haven't written. I **'ve been travelling**. 'You look tired.' 'Yes, I **'ve been working** in the garden.'*
- NOT USUALLY to talk about long, unchanging situations
*The castle **has stood** on this hill for 900 years.*