

Grammar

Unit one

Present Tenses

1. Simple Present

Form : V1 (It has the same form as the infinitive)

Spelling rules


- If the subject is a third person singular (He, She, It), we add (s, es, ies).

I write  He writes

- If the verb ends with (sh, ch, o, s, x or z), we add (es):

(washes, watches, goes, passes, fixes, quizzes)

- If the verb ends with (y), we change (y) into (i), then we add es:

I study  He studies / It flies / She tries

- If there is a vowel before (y), we just add (s):

I say  He says / she buys

Uses

We use the simple present for:

1. Repeated actions or routine

- Linda plays tennis twice a week.
- John listens to music every morning.

2. Habitual actions

- Sarah usually goes to school by bus.
- I often studies Arabic in the evening.

3. Feelings

- I like eating pizza.
- She dislikes talking about people.

4. Thoughts or Opinions

- I think this film is wonderful.

5. States (a situation which is always true)

- My father **works** in a bank.
- She **lives** in the city centre.

6. Facts

- The sun **rises** in the east.
- Water **freezes** at 0° C.
- Aleppo **lies** in the north of Syria.

KEY WORDS

Adverbs of frequency: (**always, never, sometimes, often, usually, every, generally, frequently, rarely, seldom**).

- We use (**don't, doesn't**) to make negative:

I **don't** speak Italian.

She **doesn't** speak Italian.

- We use (**do, does**) to make questions:

Do you speak Italian?

Does he speak Italian?

2. Present Continuous

Form: (**be+ ing form**)

e.g. I'm **studying** at the moment.

He **is sleeping** right now.

It **is raining**.

Uses

We use the present continuous for:

1. **an action that is happening at the time of speaking:**

e.g. The mechanic **is servicing** my car at the moment.

2. **an action that is happening about now, but not necessarily at the time of speaking.**

e.g. Tom **is going** to the gym this week.

3. **a personal arrangement in the near future:**

e.g. We're **having** a party this week.

I'm **meeting** Sami tonight.

KEY WORDS

(now, right now, at the moment, at present)

Spelling rules

- Omit silent (e) when adding ing:

e.g. write → writing
have → having
use → using

- One syllable verbs that end with one vowel and one consonant, double the consonant before adding -ing:

e.g. stop → stopping
get → getting
swim → swimming

3. Present Perfect

Form → (have / has) + V3

e.g.

- I've **visited** my aunt recently.

Uses

- *for an action that happened or never happened before now:*

e.g. I **have bought** a car recently.

We **have never been** to Qatar.

- *to express repetition/ to say how many times an action happened till now:*

e.g. It **has rained** twice so far this week.

- *to talk about an action that has just been finished:*

e.g. Jane **has** just **finished** her lunch.

I **have** just **called** Tom.

- *to talk about an action that has already happened:*

e.g. He **has read** that book already./ He has already read that book.

- *for a past action that has an effect now:*

e.g. I **have lost** my keys. That's why I can't open the door.

- *for an action that has not been finished or done yet:*

e.g. They **haven't finished** the lesson yet.

John **hasn't painted** his house yet.

- *for an action that began in the past and continued to the present:*

e.g. I **have been** here since 8 o'clock.

They **have lived** here for ten years now.

KEY WORDS

(recently , lately , so far , just , already , till now , upto now , yet , for , since)

+ *phrases* (in recent years , throughout history)

4. Present Perfect Continuous

Form  (have / has) + been + V-ing

e.g. Suzan **has been working** since the morning.

Uses

- *for a repeated or continuous action that began in the past and continued to the present but hasn't been finished yet:*

e.g. Mark **has been playing** tennis every day for two weeks now.

The kids **have been swimming** since 12 o'clock.

- *for an action from the recent past that has an effect in the present:*

e.g. Her hands are wet because she **has been doing** the washing up.

Firas is exhausted. He **has been working** all day.

KEY WORDS

(recently , lately , for , since)

Have done or have been doing ?

- We use the present perfect simple for:

A completed action – an achievement

e.g. I **have read** the story.

I **have written** two stories.

- We use the present perfect continuous:

To focus on the duration of an action that has not been finished yet

e.g. Judy **has been reading** a story.

Sami **has been studying** for three hours.

- We use the continuous form if the effect is on a human:

e.g. George looks tired because he **has been cutting** the grass.

- We use the simple form if the effect is on something:

e.g. The fridge is all right now. Tom **has defrosted** it.

Grammar

Unit Two

Past Tenses

1. Simple Past

Form : V2

Spelling rules

- We add (**-ed**) for regular verbs.

e.g., work - worked

- If the verb ends with (**e**), we add (**d**) only.

e.g., hire - hired

- If the verb ends with (**y**), we change (**y**) into (**i**), then we add (**ed**).

e.g., tidy - tidied

- For **one syllable verbs** that end with **one vowel** and **one consonant**, we double the consonant when adding (ed).

e.g., stop - stopped , rob - robbed

Uses

We use the Simple Past for:

1. an action that happened at a specific time:

- Linda **played** tennis **last week**.
- John **listened** to music **in the morning**.

2. an action that happened before another action:

- Sarah **visited** her aunt **before** she **went** to school.

3. an action that happened after another action :

- I **left** the house **after** I **finished** my homework.

4. an action that happened when another action happened:

- He **stood** under a tree **when** it **began** to rain.

5. an action that interrupted another action that was in progress:

- My father **arrived when** mum **was cooking**.
- **While/ As** I **was studying** last night, my friend **called** me.

6. cause and effect

- She **passed** her exam **because** she **studied** well.

KEY WORDS

- Adverbs of frequency: (**always, never, sometimes, often, usually, every, generally, frequently, rarely, seldom**).

e.g., I **always played** football on the beach **when** I lived in Lattakia.

- **yesterday, last....., ago, in 2005, in the past**, etc.

- We use (**didn't**) to make negative:

I **didn't study** well last night.

- We use (**did**) to make questions:

Did you **watch** the match last week?

What **did** you **study** last night?

2. Past Continuous

Form: (**be+ ing form**)

e.g., I **was studying** at 8 o'clock yesterday.

We **were sleeping when** the phone **rang**.

It **was raining** heavily last night.

Uses

We use the past continuous:

1. **to describe an action that was in progress at some time in the past:**

e.g., Sami **was driving** slowly. / She **was talking** angrily.

2. **an action that was in progress when another action interrupted it:**

e.g. Tom **was going** to the gym **when** he **met** an old friend.

3. Past Perfect

Form: (had + V3)

e.g., John **had left** his office **before** we **arrived**.

Uses

We use the past perfect for:

1. **an action that happened before another action:**

e.g., Sami **had painted** the house **before** he **exchanged** his furniture.

We **arrived** at the airport **after** the plane **had taken** off.

The film **had started by the time** we **arrived**.

By 2015, most people in my village **had left** to Europe.

When we **arrived** home, mum **had prepared** lunch.

My father **had worked** in this company **for 15 years when** he **retired**.

2. **cause and effect:**

e.g. Tom **passed** his exam **because** he **had studied** well.

4. Past Perfect Continuous

Form: (had + been + ing form)

e.g., John **had been sleeping** for two hours **when** his friend **called** him.

Uses

We use the past perfect continuous:

- **to emphasize the duration of an action that was in progress before/when another action happened:**

- Sami **had been working** in the garden for three hours **before** it started to **rain**.

Past Forms

- **V2** (yesterday, last....., ago, in 2015, etc.)
- We **visited** our granparents **yesterday**.
- I **went** shopping **last Friday**.
- She **decorated** her house **two weeks ago**.
- I **travelled** to London **in 2010**.
- **In the past**, people **used** carriges to carry things.
- **V2/ had + V3** **before** **V2**
- Hani **left** his office **before** we **arrived**.
- Hani **had left** his office **before** we **arrived**.
- **V2** **after** **V2/ had + V3**
- I **went** to bed **after** I **finished** my homework.
- I **went** to bed **after** I **had finished** my homework.
- **When** **V2**, **V2**
- **When** we **arrived** home, mum **prepared** lunch.
- **When** **V2**, **was/were + ing form**
- **When** we **arrived** home, mum **was preparing** lunch.
- **When** **V2**, **had + V3**
- **When** we **arrived** home, mum **had prepared** lunch.
- **While** **was/were + ing form**, **V2**
- **While** we **were sleeping** last night, someone **knocked** at the door.
- **While** **was / were + ing form**, **was/were + ing form**
- **While** Suzan **was studing** in her room, her family **were watching** TV.
- **By the time** **V2**, **had + V3**
- **By the time** we **arrived**, the meeting **had started**.
- **By 2015**, **had + V3**

- **By 2018**, most of my relatives **had left** to Europe.

- **V2** **because** **V2**

- Sally **passed** her exam **because** she **studied** well.

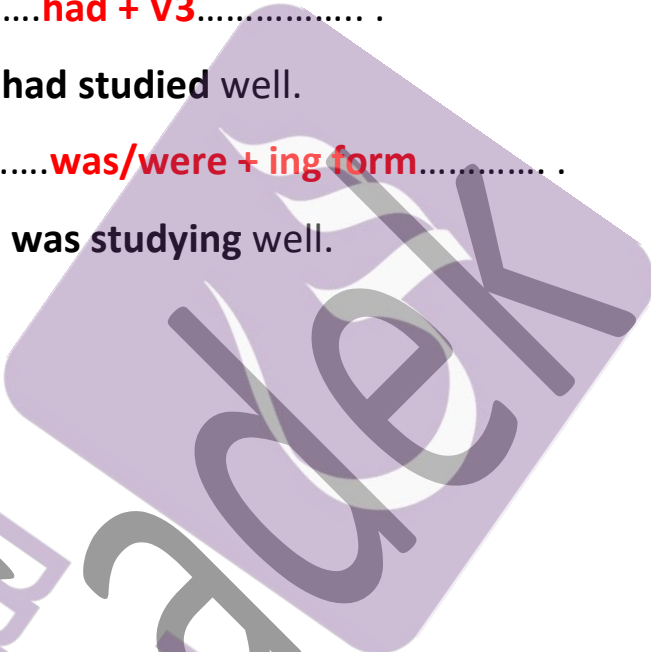
- **V2** **because** **had + V3**

- Sally **passed** her exam **because** she **had studied** well.

- **V2** **because** **was/were + ing form**

- Sally **passed** her exam **because** she **was studying** well.

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1. will + infinitive

- I think it **will rain** tomorrow.
- I feel hungry. I'll **eat** a sandwich.

2. be going to + infinitive

- I'm **not going to study** tonight. I'm going to watch the match.
- The sky is cloudy. It's **going to rain** soon.

3. be + ing form

- I'm **meeting** John tonight.
- We're **having** a party this week.
- I'm **meeting** my boss tomorrow.

4. Simple Present (V1)

- My plane **arrives** at 8 o'clock tomorrow.
- The flight to Cairo **leaves** at 9 p.m.
- When the teacher **arrives**, I'll ask him about my exam result.
- when/before/as soon as/after..... **V1**.....,will + infinitive..... .

5. will + be + ing form (future continuous)

- **At this time tomorrow**, I'll **be meeting** my boss.
- **At 10 o'clock tomorrow**, I'll **be flying** to Paris.

6. will + have + V3 (future perfect)

- **By the end of this month**, I'll **have finished** my project.
- **By the time you arrive tomorrow**, I'll **have prepared** lunch.
- **In a week's time**, I'll **have painted** the house.
- **Before next Tuesday**, I'll **have found** a new flat.

- Correct the verbs in brackets:

1. My sister usually (**go**)to work by bus.
2. I (**visit**)..... my relatives two days ago.
3. While we (**sleep**)....., someone knocked at the door.
4. Put on your coat! It (**rain**)..... outside right now.
5. By the time we arrived, the film (**start**)..... .
6. Suzan couldn't do well in her exam because she (**not prepare**)..... well for it.
7. When my friends called me, I (**work**)..... for about three hours.
8. By the end of this month, I (**finish**)..... my project.
9. At 9 o'clock tomorrow, I (**meet**)..... my boss. I can't call you.
10. Nidal (**work**)..... since the morning.
11. Judy is sweating because she (**work**)..... in the garden all the day.
12. When I lived in Lattakia, I always (**play**)..... tennis on the shore.
13. When we arrived home, my mother (**cook**).....
14. The fridge is clean. Jane (**defrost**)..... it.
15. We (**think**).....Damascus is a good place for living.
16. We are in Lattakia now. Everyone (**have**).....a good time.
17. John (**swim**).....in the pool right now.
18. We are on the beach at the moment. Sally (**lie**).....in the sun.
19. Sami usually (**drink**).....coffee before he goes to work.
20. My father sometimes (**listen**).....to Fairouz in the morning.
21. I hope you're doing well. I (**know**).....your exams start tomorrow.
22. Suzan (**study**).....since the morning.
23. I (**visit**).....my grandma on Fridays. I can't go swimming with you.
24. Don't make any noise, please! The kids (**sleep**).....
25. I can't help you at the moment. I (**write**).....a report.
26. I'm sweating because I (**sweep**).....the floors.
27. The floors are clean. Jane (**sweep**).....them.
28. The fridge is all right now. Tom (**defrost**).....it.
29. I (**visit**).....my aunt recently.
30. How is Ahmad? I (**not see**).....him for months.
31. The sun (**rise**).....in the east.
32. Sami always (**go**).....to work by car.
33. Water (**freeze**).....at 0 °
34. My father (**work**).....in a big company in UAE. He is the manager.

36. Be careful! A car (**come**).....
37. Listen! Someone (**knock at**).....the door.
38. Look! The cat (**smell**).....the food.
39. The kids (**play**).....outside at the moment.
40. My brother (**play**).....tennis twice a week.
41. Tom is exhausted. He (**work**).....all night.
42. The onions are ready for the pan. Mike (**peel**).....them.
43. I (**be**).....a teacher for ten years now.
44. Oh no! I forgot my wallet. Don't worry, I (**lend**).....you some money.
45. Look at that man on the ladder! He (**fall**).....
46. We (**have**)a party next Saturday. Do you want to come?
47. I think the weather (**be**).....nice for our picnic.
48. "Why are you wearing your coat?" - " I (**go**)..... for a walk."
49. By the time the teacher arrived, the students (**finish**).....the warm-up exercise.
50. By the end of this week, we (**decorate**).....the house.
51. In five days time, I (**finish**).....my research.
52. I think the prices of houses (**rise**).....in the coming years.
53. At this time tomorrow, I (**sleep**)..... Don't call me.
54. By the time the teacher arrives, we (**revise**).....the lesson.
55. My bus (**leave**) at 9 o'clock tomorrow.
56. I(**study**) for three hours, and I still have two chapters left.
57. While Sarah.....(**walk**) to school, she ran into her primary school teacher.
58. If it.....(**not rain**) tomorrow, we will have the PE lesson outside.
59. They.....(**live**) in this city for ten years before they finally moved to the countryside.
60. At 8 PM tonight, I.....(**watch**) my favorite show.
61. Don't call me at 7 AM; I.....(**sleep**).
62. This time next year, they.....(**live**) in Paris.
63. The train.....(**arrive**) at 10:30 AM tomorrow.
64. I promise I.....(**not tell**) anyone your secret.
65. If you arrive early tomorrow, we.....(**go**) shopping.
66. I.....(**wait**) until she comes back.
67. What.....(**you do**) this time tomorrow?

68. If you practiced more, your English.....(**improve**).
69. I would ring the police if I.....(**see**) a burglar breaking into my house.
70. If I had had your address, I.....(**write**) you a postcard.
71. Your brother wouldn't have found such a nice job if he.....(**not have**) a university diploma.
72. If I.....(**not be**) in debt, I would quit my job.
73. I wish the sun.....(**be**) shining right now.
74. I didn't go shopping last week. I wish I.....(**go**) shopping.
75. I don't know how to dance. I wish I.....(**know**) how to dance.
76. I failed my exam last week. I wish I.....(**study**) harder.
77. Mona told me she.....(**like**) her school.
78. My mother asked me if I.....(**study**) well the previous night.
79. I called Ahmad many times yesterday, but there was no answer.
He.....(**must leave**) early.
80. I got low marks in my exams last month. I.....(**should study**) harder.