

Past simple – Past continuous – Past perfect – Past perfect continuous



# English Tenses

## Conversation & Grammar

# The Past Tenses

Volume 1



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# Introduction

Hello and thank you for buying this ebook. My name is Dillon and I teach English as a second language. I have my own English language company which is based in Poland and through it I teach spoken and written English to many, many different people.

My youngest student is only seven years old whereas my oldest student is in her mid sixties, the rest are somewhere in-between. I teach “pre-teens”, young teens up to late teens and young adults up to retired adults. Not only is the age range of my students varied, so too are their lives and teaching needs! Some are professionals, some are housewives, I teach many Managers and a few Company Directors, I’ve taught several Doctors and Professors, I even teach one or two Polish Government ministers and representatives! Sounds impressive doesn’t it? But you know what.....? This is NOT unusual for an English language teacher! If you’ve been teaching for a while you’ll know what I mean, if you haven’t you soon will know what I mean!

There are several “world recognised” qualifications of English language teaching, here are a few, you might have one or more of them:

- ✓ TEFL
- ✓ CELTA
- ✓ TESL
- ✓ EFL

Regardless of which one(s) you have, as a teacher of the English language you are like “ambassadors” of England, this is something that I realised very soon into my career as a teacher of English. What does that actually mean? Well, whatever you tell (teach) your students about England (whether that’s the language or the culture), they will believe you....your word is gospel as far as they are concerned. This is a huge responsibility, much bigger than you might want to admit! As you will have learnt during your teaching course(s) there are generally three things you need as a teacher of English:

1. Ability to teach
2. PPP’s (“people person” personality)
3. Subject knowledge (specifically grammar)

The first one is a “taught” skill (which is why people go on the various courses). The second, you either have or you don’t – it *can* be taught but only up to a certain point. The final one is what most Native English language teachers have problems with! This area isn’t really taught in English schools unless you have chosen it as a subject of study. Also, it is usually only touched upon (or skimmed over) during the teacher training courses. As a native English person the conversation side to English isn’t a problem (after all, as a native you are considered to be an “authority” on the subject) but when it comes to “grammar”....there’s a problem! Let’s face it, English grammar is complicated to English people. I thought I knew everything there was to know about English grammar until I attended my first teaching course. I remember coming away from the first day thinking “oh crap, I don’t know anything about grammar...” Sorry for the swear word but that’s how I felt!

That night I went onto the internet and “Googled” around only to discover that it is a common problem. Lots and lots of teachers (new and experienced) had “issues” with English grammar, this made me feel much better!

### **Misery loves company!**

I thought to myself, if I wanted to be an *effective* teacher then I needed to NOT ‘brush up”, but learn grammar from scratch! I looked through a lot of grammar books in the shops, these were great if you’re a student but not so good if you’re a teacher learning grammar. I continued my search on the internet, asked friends and family and even went to the library. Putting it simply, there was nothing out there that I could find that would “teach” me what I wanted to know about English grammar. I wanted to be able to learn grammar quickly, I wanted something that was logical and easy to follow and understand, I also wanted something that I could use in the classroom as part of my teaching material and lesson plan. But still I could find absolutely no books or downloads out there, there was nothing!

That is why I have created this set of ebooks so that YOU can have the help that I didn’t get when I first started out on my teaching career. This book is designed to teach you (the teacher) the essential points of English grammar whilst at the same time giving you material which you can use to teach your students as well.

One of the first areas of English grammar that you will need to “brush up” on is the English Tenses. It is a big grammar area and also a little scary when you first look at it, this is the how I felt when I first saw it. My advice for your ‘self teaching” is to go through the tenses in a logical fashion (start from the past and work your way to the future). All the tenses have a time line picture, sentence examples and few exercises just to “kick home” the main points (mixture of grammar [with answers] and conversation). You will also notice that there is a table in which you can record an example of each type of tense, this will be an extremely valuable tool for you and your students and will also give you an opportunity to span the learning of tenses over many lessons making your classes easier to plan. To complete the whole *tenses set* I estimate that you could cover one type of tense per lesson (e.g., past simple) lasting 30-45 minutes, that equals 12 lessons. After covering all of the tenses you could then compare and mix tenses in a series of different exercises over the course of another 4 or 5 lessons. In short, you can use this book over about twenty lessons and in a lot of ways which will save you a lot of time and stress!

**I wish you all the best in your teaching career and hope you find this resource as useful as I have found it.**

**Dillon Frost**

# Time Tenses Log

Print out and use this table to record examples of each tense.

Time Period	Tenses	Usage	Type
<b>Past tense</b>	Past Simple	Statement	Positive 1
			Negative 2
		Question	Positive 3
			Negative 4
		Answer	Positive 5
			Negative 6
	Past Continuous	Statement	Positive 7
			Negative 8
		Question	Positive 9
			Negative 10
		Answer	Positive 11
			Negative 12
	Past Perfect	Statement	Positive 13
			Negative 14
		Question	Positive 15
			Negative 16
		Answer	Positive 17
			Negative 18
	Past Perfect Continuous	Statement	Positive 19
			Negative 20
		Question	Positive 21
			Negative 22
		Answer	Positive 23
			Negative 24
Number	Examples		
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			

## How to use the time tenses log

This example is to show you how to use the time tenses log form. Below is a guide for the first 6 past tenses and how to demonstrate its use.

Start from the right hand side of the log form and run your finger across it to the left side of the log (see above table).

**Therefore:** Number 1 is a “positive (type) statement (usage) in the past simple (tenses) past tense (time period)”.

Number 2 is a “negative (type) statement (usage) in the past simple (tenses) past tenses (time period)”.

Number 3 is a “positive (type) question (usage) in the past simple (tenses) past tenses (time period)”.

Number 4 is a “negative (type) question (usage) in the past simple (tenses) past tenses (time period)”.

Number 5 is a “positive (type) answer (usage) in the past simple (tenses) past tenses (time period)”.

Number 6 is a “negative (type) answer (usage) in the past simple (tenses) past tenses (time period)”.

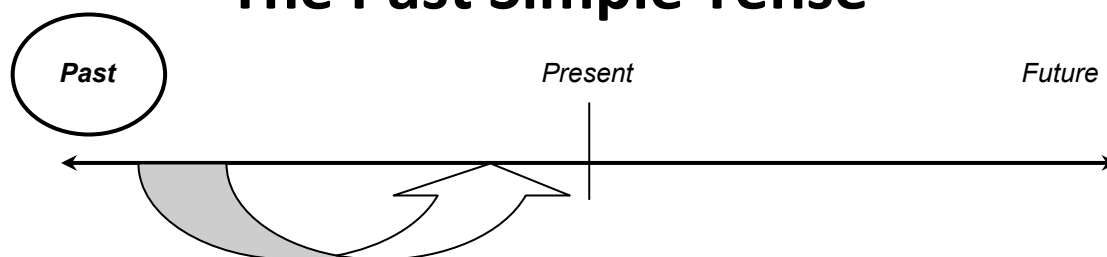
**Example of how to fill out the tenses log using the first tense.**

Time period	Tenses	Usage	Type
Past tense	Past simple	Statement	Positive 1
<b>Number</b>			
<b>Examples</b>			
1.	He worked all day.		

**Therefore:**

“He worked all day” is a positive statement in the past simple form.

# ~ The Past Simple Tense ~



## Structure of sentence

Regular verbs: Subject + verb + ed

Irregular verbs: Subject + verb (second form)

In English, the *past simple* tense is used for *finished* actions or situations that began and ended before now.

Verbs are *action* words. They come in two forms: regular / irregular.

For *irregular* verbs, use the past form. For *regular* verbs, just add "ed".

Each irregular (*infinitive*) verb has two forms called, **simple past & past participle**.

# Irregular verb examples:

Infinitive	Simple Past	Past Participle
eat	ate	eaten
give	gave	given
ring	rang	rung

Examples of *past simple* in use  
(*regular verbs*):

He **visited** his parents last Tuesday.

I **watched** the film at the cinema on Saturday.

Simon **Painted** his first picture in 1980.

Examples of *past simple* in use  
(*irregular verbs*):

He **came** in, **took** off his coat and **sat** down.

When I was having breakfast, the phone **rang**.

Last week I **gave** my friend a present.

**Signal words are words that you commonly find in specific tense sentences.**

### *Signal words for Past simple*

yesterday, 2 minutes ago, in 1996, the other day  
last Friday, etc.

All time tenses are either in a statement, question or answer form. Each of the three parts is either positive or negative.

**Verbally complete each sentence and then write down a different example in the tenses log:**

Statement	–	Positive:	He worked....
		Negative:	He did not work... (didn't)
Question	–	Positive:	Did you...?
		Negative:	Did you not.....? (didn't you...?)
Answer	–	Positive:	Yes, I did....
		Negative:	No I did not... (didn't...)

# Simple Past

## Exercise 1

Put the verbs into the correct form (simple past).

1. Last year I (spend) \_\_\_\_\_ my holiday in Ireland.
2. It (be) \_\_\_\_\_ great.
3. I (travel) \_\_\_\_\_ around by car with two friends and we (visit) \_\_\_\_\_ lots of interesting places.
4. In the evenings we usually (go) \_\_\_\_\_ to a pub.
5. One night we even (learn) \_\_\_\_\_ some Irish dances.
6. We (be) \_\_\_\_\_ very lucky with the weather.
7. It (not / rain) \_\_\_\_\_ a lot.
8. But we (see) \_\_\_\_\_ some beautiful rainbows.
9. Where (spend / you) \_\_\_\_\_ your last holiday?

## Exercise 2

Put the sentences into simple past.

1. We move house. \_\_\_\_\_
2. They catch the ball. \_\_\_\_\_
3. He crosses the street. \_\_\_\_\_
4. They do not sell furniture. \_\_\_\_\_
5. Does she practise her English? \_\_\_\_\_

## Exercise 3

Complete the first column. Form a question in the second column. Ask your partner the question and record their answer in the past simple.

You	Question	Your partner
<i>I went to...</i>	Where did you go?	<i>She/he...</i>
<i>I stayed there for...</i>		
<i>I travelled by...</i>		
<i>I bought...</i>		
<i>I visited...</i>		
<i>In the evenings, I...</i>		



**Exercise 4.**

[Cut out and laminate]

Students each take a card and read out the verb and also say what the rest of the verb forms are. Some are regular, some irregular.

<b>Work</b>	<b>Visit</b>	<b>Annoy</b>
<b>Borrow</b>	<b>Enjoy</b>	<b>Manage</b>
<b>Be</b>	<b>Eat</b>	<b>Swim</b>
<b>Hit</b>	<b>Grow</b>	<b>Come</b>
<b>Hide</b>	<b>Throw</b>	<b>Write</b>

## Common irregular verb forms list

### Present-Past-Past-Participle

be was, were been  
 become became become  
 begin began begun  
 blow blew blown  
 break broke broken  
 bring brought brought  
 build built built  
 burst burst burst  
 buy bought bought  
 burst burst burst  
 catch caught caught  
 choose chose chosen  
 come came come  
 cut cut cut  
 deal dealt dealt  
 do did done  
 drink drank drunk  
 drive drove driven  
 eat ate eaten  
 fall fell fallen  
 feed fed fed  
 feel felt felt  
 fight fought fought  
 find found found  
 fly flew flown  
 forbid forbade forbidden  
 forget forgot forgotten  
 forgive forgave forgiven  
 freeze froze frozen  
 get got gotten

### Present-Past-Past-Participle

give gave given  
 go went gone  
 grow grew grown  
 have had had  
 hear heard heard  
 hide hid hidden  
 hold held held  
 hurt hurt hurt  
 keep kept kept  
 know knew known  
 lay laid laid  
 lead led led  
 leave left left  
 let let let  
 lie lay lain  
 lose lost lost  
 make made made  
 meet met met  
 pay paid paid  
 quit quit quit  
 read read read  
 ride rode ridden  
 run ran run  
 say said said  
 see saw seen  
 seek sought sought  
 sell sold sold  
 send sent sent  
 shake shook shaken  
 shine shone shone

### Present-Past-Past-Participle

sing sang sung  
 sit sat sat  
 sleep slept slept  
 speak spoke spoken  
 spend spent spent  
 spring sprang sprung  
 stand stood stood  
 steal stole stolen  
 swim swam swum  
 swing swung swung  
 take took taken  
 teach taught taught  
 tear tore torn  
 tell told told  
 think thought thought  
 throw threw thrown  
 understand understood understood  
 wake woke (waked) woken (waked)  
 wear wore worn  
 win won won  
 write wrote written

### Answers to Past simple exercises

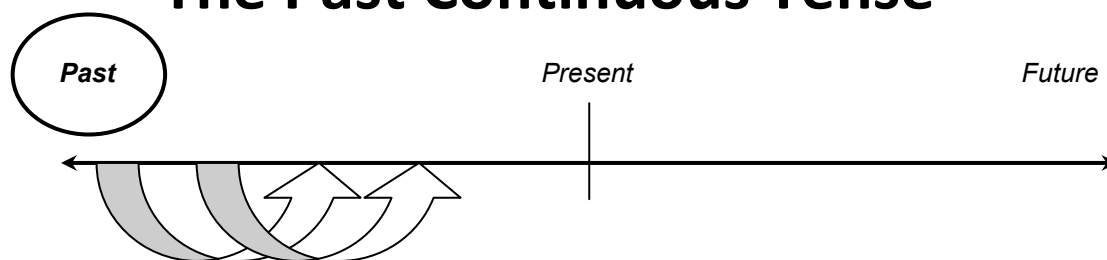
ex1.

1. Last year I **spent** my holiday in Ireland.
2. It **was** great.
3. I **travelled** around by car with two friends and we **visited** lots of interesting places.
4. In the evenings we usually **went** to a pub.
5. One night we even **learnt** (British English), **learned** (American English) some Irish dances.
6. We **were** very lucky with the weather.
7. It **did not rain** a lot.
8. But we **saw** some beautiful rainbows.
9. Where **did you spend** your last holiday?

ex2.

1. We moved house.
2. They caught the ball.
3. He crossed the street
4. They did not sell furniture.
5. Did she practise her English?

# ~ The Past Continuous Tense ~



## Structure

Subject + verb "to be" [*past simple form*] (*was/were*) + infinitive + ing

In English, the *past continuous* tense is generally used when one action began earlier and was still in progress when another action started.

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

### Signal words for past continuous

When, while, as long as etc.

Examples of *past continuous* in use:

He was **painting** when the door bell rang.  
They were **dancing** when the lights went out.

Statement	–	Positive:	He was working.... We were working...
		Negative:	He was not working... (wasn't...) They were not working...(weren't...)
Question	–	Positive:	Was she dancing...? Were they dancing.....?
		Negative:	Was he not dancing...? (wasn't) Were you not dancing...? (weren't)
Answer	–	Positive:	Yes, she was.... Yes, they were...
		Negative:	No she was not... (wasn't...) No, they were not...(weren't...)

# Past Continuous

## Exercise 1

Decide whether to use 'was' or 'were'. Cross out the word not used.

1. Boris was / were learning English.
2. They were / was swimming in the lake.
3. Your father was / were repairing the car.
4. I was / were reading a magazine.
5. You were / was packing your bag.
6. My friends were / was watching the match on TV.
7. It was / were raining.
8. The dog was / were barking.
9. The children were / was brushing their teeth.
10. Anne and Maureen were / was singing a song.

## Exercise 2

Turn the statements into questions.

1. Henry was living in London last year. \_\_\_\_\_
2. Ricky was waiting for Holly. \_\_\_\_\_
3. Sarah was singing a song. \_\_\_\_\_
4. Joe was reading a book. \_\_\_\_\_
5. At six o'clock, Myriam and her family were having dinner. \_\_\_\_\_  
\_\_\_\_\_
6. Bob was walking home because his car had a flat tyre. \_\_\_\_\_  
\_\_\_\_\_
7. At half past seven, Mr Logan was driving home. \_\_\_\_\_  
\_\_\_\_\_
8. The children were playing in the sandbox. \_\_\_\_\_
9. Claire was visiting her best friend. \_\_\_\_\_

**Exercise 3.**

Put the verbs into the correct form (past continuous).

1. When I phoned my friends, they (play) \_\_\_\_\_ monopoly.
2. Yesterday at six I (prepare) \_\_\_\_\_ dinner.
3. The kids (play) \_\_\_\_\_ in the garden when it suddenly began to rain.
4. I (practice) \_\_\_\_\_ the guitar when he came home.
5. We (not / cycle) \_\_\_\_\_ all day.
6. While Aaron (work) \_\_\_\_\_ in his room, his friends (swim) \_\_\_\_\_  
\_\_\_\_\_ in the pool.
7. I tried to tell them the truth but they (not / listen) \_\_\_\_\_ .
8. What (you / do) \_\_\_\_\_ yesterday?
9. Most of the time we (sit) \_\_\_\_\_ in the park.

**Exercise 4.**

First, write down three questions that you can ask your partner about their past. Second, ask your partner the questions and write down their answers in the right hand column of the table below.

Third, answer your partner's questions using past continuous as least once in your response.

E.g.

"Where did you go on holiday last year?"

"I went to Spain. It was really great fun, but we were travelling a lot and that made me tired".

Your Questions	Partner's Answers

**Exercise 5. [Cut out and laminate the cards below].**

Give each student a card (more if the group is smaller).

The CEO of a company is investigating which staff members are “time wasting”. Interview the class starting at **8am** with Peter. Students must read his/her prompt card turning it into past continuous.

E.g. “What **were you doing** at around 8am Peter?”

“I was talking to my wife in the car park when I saw **Steven** in the car park”.

“What **were you doing** at around 8am **Steven**?”

“I was getting the office key from my car when I saw **Debbie** running across the car park.”

“What **were you doing** at around 8am **Debbie**?” Etc....

<b>Peter</b>	<b>Steven</b>
<p><b>8am:</b> talk to my wife in car park / saw Steven in car park.  <b>9am:</b> make cup of tea in staffroom / heard the CEO wanted a meeting about the new project.  <b>10am:</b> design new logo in computer dept / Susan arrived and gave me a parcel.  <b>11am:</b> show CEO and Debbie new Logo designs / Julie emailed me ask for some files.  <b>12noon:</b> call Susan about lunch / Charles emailed me to contact Martha.</p>	<p><b>8am:</b> get office key from my car / saw Debbie run across car park.  <b>9am:</b> collecting letters from security office / saw Charles on the monitor in the corridor.  <b>10am:</b> drop off a box in computer dept / Susan trip over it hurting herself  <b>11am:</b> look for some files / then realised Martha might still have them.  <b>12noon:</b> sit in CEO' s office with the missing files / Julie text me.</p>
<b>Charles</b>	<b>Susan</b>
<p><b>8am:</b> decorating at home / Martha rang ask where Julie was.  <b>9am:</b> talk to Martha in the corridor / saw Peter go into staffroom.  <b>10am:</b> have meeting with CEO / Martha joined us  <b>11am:</b> spoke to Susan in staffroom about her accident / Debbie said the CEO wanted a meeting with me.  <b>12noon:</b> email Peter about meeting with CEO / Debbie phoned ask me where Martha was.</p>	<p><b>8am:</b> email customers / Julie rang to say she would be late for work.  <b>9am:</b> phone Steven / Julie sat at her desk.  <b>10am:</b> deliver parcel to Peter in computer dept / I trip over a box. I phoned Debbie, she's the First aider.  <b>11am:</b> interview a client / Steven faxed me, he was looking for some files.  <b>12noon:</b> Speak to Julie about copy some documents / Peter asked if I wanted to go for lunch.</p>
<b>Julie</b>	<b>Debbie</b>
<p><b>8am:</b> drive to work / police stop me so I called Susan to tell her I would be late.  <b>9am:</b> sit at desk / Debbie phoned from the security office.  <b>10am:</b> chat to Martha about a meeting / Charles and the CEO walked past.  <b>11am:</b> speak to a customer / Susan emailed me. She needed two files.  <b>12noon:</b> wait for Steven go to lunch with / Susan asked me to do some photocopy for her.</p>	<p><b>8am:</b> run to work because I thought I'd be late / passed Martha on phone, she talk to Charles.  <b>9am:</b> phone Julie from security office / Steven arrived to collect some letters that had just been delivered.  <b>10am:</b> get First aid kit for Susan / saw Julie talk to Martha in the Reception area.  <b>11am:</b> have cup of tea in staffroom / Peter text me a picture of his Logo designs.  <b>12noon:</b> phone Charles about a meeting / Martha invited me to lunch.</p>

**Investigators Questions**

1. What **were you doing** at around 8am Peter?
2. What **were you doing** at around 9am Susan?
3. What **were you doing** at around 10am Peter?
4. What **were you doing** at around 11am Charles?
5. What **were you doing** at around 12noon Steven?

**Who is wasting time? You decide!**

## Answers to past continuous

## Ex1

1. Boris **was** learning English.
2. They **were** swimming in the lake.
3. Your father **was** repairing the car.
4. I **was** reading a magazine.
5. You **were** packing your bag.
6. My friends **were** watching the match on TV.
7. It **was** raining.
8. The dog **was** barking.
9. The children **were** brushing their teeth.
10. Anne and Maureen **were** singing a song.

## Ex2

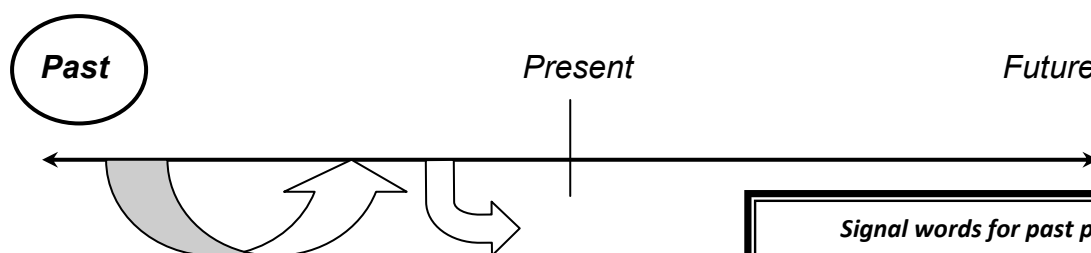
1. Where was Henry living last year?
2. When was Anita working at a restaurant?
3. Who was Ricky waiting for?
4. Who was singing a song?
5. What was Joe reading?
6. When were Myriam and her family having dinner?
7. Why was Bob walking home?
8. Who was driving home at half past seven?
9. Where were the children playing?
10. What was Claire doing?

## Ex3

were playing  
was preparing  
were playing  
was practising  
were not cycling  
was working / were swimming  
were not listening  
were you doing  
were sitting



# ~ The Past Perfect Tense ~



## Structure

Subject + had + Past Participle verb (*'ed'* for regular verbs)

### Signal words for past perfect

already, just, never, not yet, once, until  
that day

The *past perfect* tense is used for an activity that was completed before another activity or time in the past.

Examples of *past perfect* in use:

"I **had studied** a little English before I moved to the UK."

"She **had eaten** her breakfast before the postman arrived."

"Mark **had just finished** when the manager got back"

Statement	–	Positive:	He had worked....
		Negative:	He had not worked... (hadn't)
Question	–	Positive:	Had she...?
		Negative:	Had she not.....? (hadn't she...?)
Answer	–	Positive:	Yes, she had....
		Negative:	No she had not... (hadn't...)

## Past Perfect

### Exercise 1

Put the verbs into the correct form (*past perfect*).

- The storm destroyed the sandcastle that we (build) \_\_\_\_\_.
- He (not / be) \_\_\_\_\_ to Cape Town before 1997.
- When she went out to play, she (do / already) \_\_\_\_\_ her homework.
- My brother ate all of the cake that our mum (make) \_\_\_\_\_.
- The doctor took off the plaster that he (put on) \_\_\_\_\_ six weeks before.
- The waiter brought a drink that I \_\_\_\_\_ (not / order) .
- I could not remember the poem we (learn) \_\_\_\_\_ the week before.
- The children collected the chestnuts that \_\_\_\_\_ (fall) from the tree.
- \_\_\_\_\_ (he / phone) Angie before he went to see her in London?
- She \_\_\_\_\_ (not / ride) a horse before that day.

**Exercise 2**

Read the story below and underline the "Past Perfect" tenses used.

## The Canterville Ghost

The second appearance of the ghost was on Sunday night. Shortly after the Otis family had gone to bed they heard a loud crash in the hallway. A suit of armour had fallen on the floor and in a chair sat the Canterville ghost and rubbed his knees, which seemed to hurt. The twins started shooting peas at him with their pea-shooters, and the ghost stood up with an angry growl and passed through them like a mist. He also blew out the candle, leaving them all in total darkness. On top of the stairs the ghost turned around and, in order to frighten the Otis boys, laughed his most horrible laugh. Just then, a door opened and Mrs Otis came out of her bedroom. "I am afraid you are not well," she said, "I have therefore brought you this bottle of medicine." The ghost looked at her furiously, and then he disappeared.



This American family was extremely annoying, but what annoyed the Canterville ghost most was, that he had not been able to wear the suit of armour. The weight of it had made him fall and hurt his knees. For some days after this, the ghost only appeared to renew the blood-stain on the floor, however, on Friday, the 17th of August, he tried to frighten the Otis family again. At half-past ten the family went to bed, and for some time the ghost heard the twins laughing, but at a quarter past eleven all was quiet. At the strike of midnight he reappeared from his chamber and glided through the corridors, when suddenly, behind one corner, a horrible ghost stood right in front of him. As the Canterville Ghost had never seen another ghost before, he was terribly frightened. As he quickly hurried back to his secret chamber he thought that he should go and speak to the other ghost. After all, two ghosts were better than one, and his new friend might help him to frighten the twins. However, when he came back to the spot, he found that this 'other ghost' was not real, but only a white sheet which the twins had hung there to play a trick on him. Very upset the Canterville ghost went back to his chamber.

**Exercise 4**

Answer the following questions.

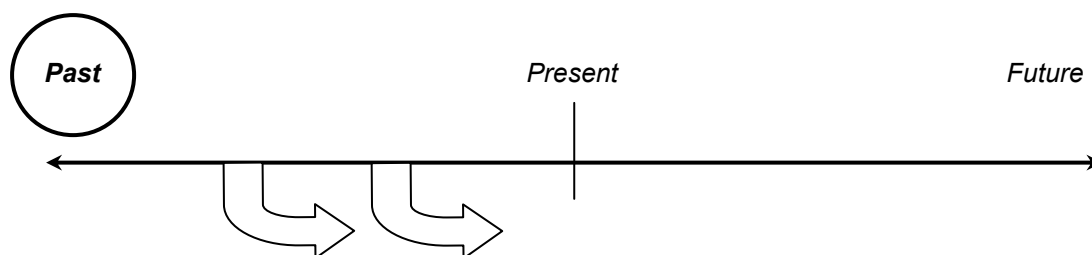
1. What did the family hear in the hallway?
2. What were the Otis twin boys shooting at the ghost?
3. After the ghost laughed his most horrible laugh who came out of the room and why?
4. What things annoyed the Canterville Ghost?
5. What time did the ghost reappear to frighten the family again?
6. Was the "second ghost" real?
7. Do you believe in ghosts?
8. Do you know someone that said they have seen a ghost?
9. Would you like to see a ghost?
10. Would you like to sleep in a very old house?

Answers to past perfect

Ex1

- 1.The storm destroyed the sandcastle that we **had built**.
- 2.He **had not been** to Cape Town before 1997.
- 3.When she went out to play, she **had already done** her homework.
- 4.My brother ate all of the cake that our mum **had made**.
- 5.The doctor took off the plaster that he **had put on** six weeks before.
- 6.The waiter brought a drink that I **had not ordered**.
- 7.I could not remember the poem we **had learned** the week before.
- 8.The children collected the chestnuts that **had fallen** from the tree.
- 9.**Had he phoned** Angie before he went to see her in London?
- 10.She **had not ridden** a horse before that day.

# ~ The Past Perfect Continuous Tense ~



## Structure

Subject + had been + verb + ing

The past perfect continuous tense is used for an action that was in progress before another action (or time) in the past. It can also be use to “stress” an action done in the past!

Examples of *past perfect continuous* in use:

“I **had been studying** English for five years before I moved to the UK.”

“The children **had been eating** sweets before their dinner.”

“We **had been driving** for six hours before the petrol ran out.”

Statement	–	Positive:	She had been sleeping....
		Negative:	He had not been driving... (hadn't)
Question	–	Positive:	Had she been painting...?
		Negative:	Had she not been running.....? (hadn't...?)
Answer	–	Positive:	Yes, she had been....
		Negative:	No he had not been... (hadn't...)

### **Signal words for past perfect**

for, since, the whole day, all day

## Past Perfect Continuous

### Exercise 1

Put the verbs into the correct form (past perfect progressive).

1. We (sleep) \_\_\_\_\_ for 12 hours when he woke us up.
2. They (wait) \_\_\_\_\_ at the station for 90 minutes when the train finally arrived.
3. We (look for) \_\_\_\_\_ her ring for two hours and then we found it in the bathroom.
4. I (not / walk) \_\_\_\_\_ for a long time, when it suddenly began to rain.
5. How long (learn / she) \_\_\_\_\_ English before she went to London?
6. Frank Sinatra caught the flu because he (sing) \_\_\_\_\_ in the rain too long.
7. He (drive) \_\_\_\_\_ for less than an hour when he ran out of petrol.
8. They were very tired in the evening because they (help) \_\_\_\_\_ on the farm all day.
9. I (not / work) \_\_\_\_\_ all day; so I wasn't tired and went to the disco at night.
10. They (cycle) \_\_\_\_\_ all day so their legs were sore in the evening.

### Exercise 2

Read the email and find out what happened and when.

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To: all department staff.

It has come to my attention that "time wasting" had been contributing to poor performance within the company lately. The CEO had been thinking of ways to minimise "time wasting" at work and is going to investigate who is wasting company time. Every employee that had been working on the day in question (Tuesday morning) will be interviewed.

ALL employees are requested to attend a private interview with the company's Vice President on Fri 12<sup>th</sup> starting at 10am. Anyone who cannot attend their interview is to contact me ASAP so that another time can be arranged.

If it is discovered that you had been wasting company time on Tuesday morning then your pay for that day will be reduced by 20%. Please answer all of Mr Bennitt's questions clearly; he will want to know what you had been doing on Tuesday.

I hope that the "timewasters" are found so that the company can get on with the new project that the Chief Executive Officer had been planning for the last three weeks.

Joyce  
(Business Manager)

### Exercise 3.

Underline the past perfect continuous tenses used in the above email.

**Exercise 4. [Cut out and laminate]**

Students select a flashcard and read out the sentence using the past perfect continuous tense.

They (talk) _____ for over an hour before Tony arrived.
She (work) _____ at that company for three years when it went out of business.
How long (you / wait) _____ to get on the bus?
Mike wanted to sit down because he (stand) _____ all day at work.
Q: How long (you / study) _____ English before you moved to London? A: I (not / study) _____ English very long.
Jason was tired because he.....
Andrea gained weight because she.....
Betty failed the final test because she.....
..... there for more than two hours when she finally arrived? a. had you been waiting      b. had been waiting      c. you had been waiting
They ..... for over an hour before they entered a. had been talking      b. had talking      c. had talked
We .....for ten minutes when the light went off. a. had been only watching      b. had only been watching      c. only had been watching
He said he .....for some time. a. had been practicing      b. had been practice      c. was practicing

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Answers to past perfect continuous

Ex1

1. We **had been sleeping** for 12 hours when he woke us up.
2. They **had been waiting** at the station for 90 minutes when the train finally arrived.
3. We **had been looking** for her ring for two hours and then we found it in the bathroom.
4. I **had not been walking** for a long time, when it suddenly began to rain.
5. How long **had she been learning** English before she went to London?
6. Frank Sinatra caught the flu because he **had been singing** in the rain too long.
7. He **had been driving** less than an hour when he ran out of petrol.
8. They were very tired in the evening because they **had been helping** on the farm all day.
9. I **had not been working** all day; so I wasn't tired and went to the disco at night.
10. They **had been cycling** all day so their legs were sore in the evening.

That completes the past tenses, the present tense is the next step.