

# Unit 1

## Present Continuous (I am doing)

**A** Study this example situation:

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

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

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

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



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

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

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

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



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

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

Some more examples:

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

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

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

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

<b>getting</b>	<b>changing</b>	<b>increasing</b>	<b>rising</b>	<b>starting</b>
<b>becoming</b>	<b>improving</b>	<b>growing</b>	<b>falling</b>	<b>beginning</b>

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

## Exercises

1.1 What's happening in the pictures? Choose from these verbs:

cross    hide    scratch    take    tie    wave



- |   |  |   |                      |
|---|--|---|----------------------|
| 1 | ..... <u>She's taking</u> ..... a picture. | 4 | ..... his head.      |
| 2 | He ..... his shoelaces.                    | 5 | ..... behind a tree. |
| 3 | ..... the road.                            | 6 | ..... to somebody.   |

1.2 The sentences on the right follow those on the left. Which sentence goes with which?

- 1 Please don't make so much noise.
- 2 We need to leave soon.
- 3 I don't have anywhere to live right now.
- 4 I need to eat something soon.
- 5 They don't need their car anymore.
- 6 Things are not so good at work.
- 7 What they say isn't true.
- 8 We're going to get wet.

- a I'm getting hungry.
- b They're lying.
- c It's starting to rain.
- d They're trying to sell it.
- e It's getting late.
- ~~f I'm trying to work.~~
- g I'm staying with friends.
- h The company is losing money.

- 1 f .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....

1.3 Write questions. Use the present continuous.

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

1.4 Put the verb into the correct form, affirmative (I'm doing, etc.) or negative (I'm not doing, etc.).

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

Unit  
2

Simple Present (I do)

A Study this example situation:



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

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

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

I/we/you/they	<b>drive/work/do</b> , etc.
he/she/it	<b>drives/works/does</b> , etc.

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

- Nurses **take** care of patients in hospitals.
- I usually **leave** for work at 8 a.m.
- The earth **goes** around the sun.
- The coffee shop **opens** at 7:30 in the morning.

We say:

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

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

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

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

- I come from Japan. Where **do** you **come** from?
- I don't travel** a lot.
- What **does** this word **mean**? (*not* What means this word?)
- Rice **doesn't grow** in cold climates.

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

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

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

- I get** up at 8:00 **every morning**.
- How often** do you **go** to the dentist?
- Julia **doesn't drink** coffee **very often**.
- Michael usually **plays** tennis two or three times a week.

E **I promise / I apologize**, etc.

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

- I promise** I won't be late.
- "What do **you suggest** I do?" "**I suggest** that you ..."

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

## Exercises

**2.1** Complete the sentences using the following verbs:

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

- 1 Tanya *speaks* German very well.
- 2 Ben and Jack ..... to the same school.
- 3 Bad driving ..... many accidents.
- 4 The museum ..... at 4:00 on Sundays.
- 5 My parents ..... in a very small apartment.
- 6 The Olympics ..... place every four years.
- 7 The Panama Canal ..... the Atlantic and Pacific Oceans.

**2.2** Put the verb into the correct form.

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

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

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

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

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

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

**2.5** Complete using the following:

**I agree    I apologize    I insist    I promise    I recommend    I suggest**

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

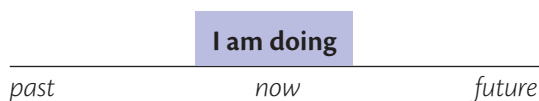
# Unit 3

## Present Continuous and Simple Present 1 (I am doing and I do)

### A Compare:

#### Present continuous (I am doing)

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



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

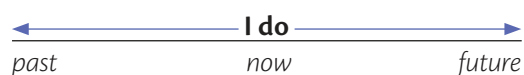
We use the *continuous* for *temporary* situations (things that continue for a short time):

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

See Unit 1 for more information.

#### Simple present (I do)

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



- Water **boils** at 212 degrees Fahrenheit.
- Excuse me, **do** you **speak** English?
- It **doesn't rain** very much in the summer.
- What **do** you usually **do** on weekends?
- I always **get** hungry in the afternoon.
- Most people **learn** to swim when they are children.
- Every day the population of the world **increases** by about 200,000 people.

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

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

See Unit 2 for more information.

### B I always do and I'm always doing

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

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

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



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

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

## Exercises

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

- 1 Water boils at 212 degrees Fahrenheit. OK
- 2 How often are you going to the cinema? How often do you go
- 3 Ben tries to find a job, but he hasn't had any luck yet. ....
- 4 Melissa is calling her mother every day. ....
- 5 The moon goes around the earth in about 27 days. ....
- 6 Can you hear those people? What do they talk about? ....
- 7 What do you do in your spare time? ....
- 8 Sarah is a vegetarian. She doesn't eat meat. ....
- 9 I must go now. It gets late. ....
- 10 "Come on! It's time to leave." "OK, I come." ....
- 11 Mike is never late. He's always starting work on time. ....
- 12 They don't get along well. They're always arguing. ....

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

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

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

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

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

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



# Unit 4

## Present Continuous and Simple Present 2 (I am doing and I do)

- A** We use continuous forms (**I'm waiting**, **it's raining** etc.) for actions and events that have started but haven't finished. Some verbs (for example, **know** and **like**) are not normally used in this way. We don't say "I am knowing" or "they are liking." We say "**I know**" and "they **like**."

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

<b>like</b>	<b>want</b>	<b>need</b>	<b>prefer</b>	
<b>know</b>	<b>understand</b>	<b>recognize</b>		
<b>believe</b>	<b>suppose</b>	<b>remember</b>	<b>mean</b>	
<b>belong</b>	<b>fit</b>	<b>contain</b>	<b>consist</b>	<b>seem</b>

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

### B think

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

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

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

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

### C see hear smell taste look feel

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

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

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

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

*but*

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

### D am/is/are being

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

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

Compare:

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

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

It is not usually possible in other situations:

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

# Exercises

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

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

## 4.2 Use the words in parentheses to make sentences.

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

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

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

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

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



Unit  
5

Simple Past (I did)

**A** Study this example:

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

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

W.A. Mozart



1756-1791

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

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

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

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

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

For a list of irregular verbs, see Appendix 1.

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

I she they	<b>enjoyed</b> <b>saw</b> <b>went</b>	<b>did</b>	you she they	<b>enjoy?</b> <b>see?</b> <b>go?</b>	I she they	<b>didn't</b>	<b>enjoy</b> <b>see</b> <b>go</b>
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- I enjoyed the party a lot. **Did** you **enjoy** it?
- How many people **did** they **invite** to the wedding?
- I **didn't buy** anything because I **didn't have** any money.
- "**Did** you **go** out?" "No, I **didn't**."

Sometimes **do** is the main verb in the sentence (**did ... do / didn't do**). For example:

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

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

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

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

## Exercises

### 5.1 Read what Lauren says about a typical working day:



Lauren

I usually get up at 7:00 and have a big breakfast. I walk to work, which takes me about half an hour. I start work at 8:45. I never have lunch. I finish work at 5:00. I'm always tired when I get home. I usually cook dinner a little later. I don't usually go out. I go to bed at about 11:00, and I always sleep well.

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

- |                           |                  |          |                        |
|---------------------------|------------------|----------|------------------------|
| 1 <i>She got up</i> ..... | at 7:00.         | 7 .....  | at 5:00.               |
| 2 She .....               | a big breakfast. | 8 .....  | tired when ..... home. |
| 3 She .....               |                  | 9 .....  | dinner a little later. |
| 4 It .....                | to get to work.  | 10 ..... | out last night.        |
| 5 .....                   | at 8:45.         | 11 ..... | at 11:00.              |
| 6 .....                   | lunch.           | 12 ..... | well last night.       |

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

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

- Mozart *wrote* more than 600 pieces of music.
- "How did you learn to drive?" "My father ..... me."
- We couldn't afford to keep our car, so we ..... it.
- Dave ..... down the stairs this morning and ..... his leg.
- Joe ..... the ball to Sue, who ..... it.
- Kate ..... a lot of money yesterday. She ..... a dress which ..... \$200.

### 5.3 You ask James about his trip in the U.S. Write your questions.

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

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

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