

CAMBRIDGE



English Grammar in Use

A self-study
reference
and practice
book for
intermediate
students of
English

with answers

THIRD
EDITION

Raymond Murphy

New

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Thanks

I wrote the original edition of *English Grammar in Use* when I was a teacher at the Swan School of English, Oxford. I would like to repeat my thanks to my colleagues and students at the school for their help, encouragement and interest at that time.

More recently I would like to thank all the teachers and students I met and who offered their thoughts on the previous edition. It was fun to meet you all and extremely helpful for me.

Regarding the production of this third edition, I am grateful to Alison Sharpe, Liz Driscoll, Jane Mairs and Kamae Design. I would also like to thank Cambridge University Press for permission to access the Cambridge International Corpus.

Thank you also to the following illustrators: Paul Fellows, Gillian Martin, Roger Penwill, Lisa Smith and Simon Williams.

To the student

This book is for students who want help with English grammar. It is written for you to use without a teacher.

The book will be useful for you if you are not sure of the answers to questions like these:

- What is the difference between *I did* and *I have done*?
- When do we use *will* for the future?
- What is the structure after *I wish*?
- When do we say *used to do* and when do we say *used to doing*?
- When do we use *the*?
- What is the difference between *like* and *as*?

These and many other points of English grammar are explained in the book and there are exercises on each point.

Level

The book is intended mainly for *intermediate* students (students who have already studied the basic grammar of English). It concentrates on those structures which intermediate students want to use, but which often cause difficulty. Some advanced students who have problems with grammar will also find the book useful.

The book is *not* suitable for elementary learners.

How the book is organised

There are 145 units in the book. Each unit concentrates on a particular point of grammar. Some problems (for example, the *present perfect* or the use of *the*) are covered in more than one unit. For a list of units, see the *Contents* at the beginning of the book.

Each unit consists of two facing pages. On the left there are explanations and examples; on the right there are exercises. At the back of the book there is a *Key* for you to check your answers to the exercises (page 336).

There are also seven *Appendices* at the back of the book (pages 292–301). These include irregular verbs, summaries of verb forms, spelling and American English.

Finally, there is a detailed *Index* at the back of the book (page 373).

How to use the book

The units are *not* in order of difficulty, so it is *not* intended that you work through the book from beginning to end. Every learner has different problems and you should use this book to help you with the grammar that *you* find difficult.

It is suggested that you work in this way:

- Use the *Contents* and/or *Index* to find which unit deals with the point you are interested in.
- If you are not sure which units you need to study, use the *Study guide* on page 326.
- Study the explanations and examples on the left-hand page of the unit you have chosen.
- Do the exercises on the right-hand page.
- Check your answers with the *Key*.
- If your answers are not correct, study the left-hand page again to see what went wrong.

You can of course use the book simply as a reference book without doing the exercises.

Additional exercises

At the back of the book there are *Additional exercises* (pages 302–325). These exercises bring together some of the grammar points from a number of different units. For example, Exercise 16 brings together grammar points from Units 26–36. You can use these exercises for extra practice after you have studied and practised the grammar in the units concerned.

CD Rom

The book is sold with or without a CD Rom. On the CD Rom you will find more exercises on all the units (different from those in the book). There are also 1,700 test questions, and you can use these to make your own tests. The CD Rom can also be bought separately.

To the teacher

English Grammar in Use was written as a self-study grammar book, but teachers may also find it useful as additional course material in cases where further work on grammar is necessary.

The book will probably be most useful at middle- and upper- intermediate levels (where all or nearly all of the material will be relevant), and can serve both as a basis for revision and as a means for practising new structures. It will also be useful for some more advanced students who have problems with grammar and need a book for reference and practice. The book is not intended to be used by elementary learners.

The units are organised in grammatical categories (*Present and past, Articles and nouns, Prepositions* etc.). They are not ordered according to level of difficulty, so the book should not be worked through from beginning to end. It should be used selectively and flexibly in accordance with the grammar syllabus being used and the difficulties students are having.

The book can be used for immediate consolidation or for later revision or remedial work. It might be used by the whole class or by individual students needing extra help. The left-hand pages (explanations and examples) are written for the student to use individually, but they may of course be used by the teacher as a source of ideas and information on which to base a lesson. The student then has the left-hand page as a record of what has been taught and can refer to it in the future. The exercises can be done individually, in class or as homework. Alternatively (and additionally), individual students can be directed to study certain units of the book by themselves if they have particular difficulties not shared by other students in their class. Don't forget the *Additional exercises* at the back of the book (see **To the student**).

The book is sold with or without a CD Rom. This contains further exercises on all the units in the book, as well as a bank of 1,700 test questions from which users can select to compile their own tests. The CD Rom is also available separately.

An edition of *English Grammar in Use* without the *Key* is also available. Some teachers may prefer this for use with their students.

English Grammar in Use *Third Edition*

This is a new edition of *English Grammar in Use*. The differences between this edition and the second edition are:

- There are eight new units on phrasal verbs (Units 138–145). There is also a new unit on *wish* (Unit 41). Units 42–81 and 83–137 all have different numbers from the second edition.
- Some of the material has been revised or reorganised, and in most units there are minor changes in the examples, explanations and exercises.
- The *Additional exercises* have been extended. The new exercises are 14–16, 25, 30–31, and 37–41.
- The book has been redesigned with new colour illustrations.
- There is a new CD Rom with further exercises to accompany the book.

English Grammar in Use

Present continuous (I am doing)

A Study this example situation:

Sarah is in her car. She is on her way to work.
She is **driving** to work.

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



B **I am doing** something = I'm in the middle of doing it; I've started doing it and I haven't finished yet:

- Please don't make so much noise. I'm **trying** to work. (*not* I try)
- 'Where's Mark?' 'He's **having** a shower.' (*not* He has a shower)
- Let's go out now. It **isn't raining** any more. (*not* It doesn't rain)
- (*at a party*) Hello, Jane. **Are you enjoying** the party? (*not* Do you enjoy)
- What's all that noise? What's **going on**? (= What's happening?)

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

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



I'm reading a really good book at the moment.
It's about a man who ...

Steve is not reading the book at the time of speaking.
He means that he has started it, 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**.

D We use the present continuous when we talk about changes happening around now, especially with these verbs:

get change become increase rise fall grow improve begin start

- 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 **beginning** to enjoy it now. (*not* I begin)

1.1 Complete the sentences with the following verbs in the correct form:

get – happen look lose make start stay try ~~work~~

- 1 'You 're working hard today.' 'Yes, I have a lot to do.'
- 2 I looked for Christine. Do you know where she is?
- 3 It got dark. Shall I turn on the light?
- 4 They don't have anywhere to live at the moment. They stay with friends until they find somewhere.
- 5 Things are not so good at work. The company losing money.
- 6 Have you got an umbrella? It started to rain.
- 7 You make a lot of noise. Can you be quieter? I try to concentrate.
- 8 Why are all these people here? What happening ?

1.2 Put the verb into the correct form. Sometimes you need the negative (I'm not doing etc.).

- 1 Please don't make so much noise. I 'm trying (try) to work.
- 2 Let's go out now. It isn't raining (rain) any more.
- 3 You can turn off the radio. I 'm not listening (listen) to it.
- 4 Kate phoned me last night. She's on holiday in France. She has (have) a great time and doesn't want to come back.
- 5 I want to lose weight, so this week I 'm not eating (eat) lunch.
- 6 Andrew has just started evening classes. He 's learning (learn) German.
- 7 Paul and Sally have had an argument. They aren't speaking (speak) to each other.
- 8 I get (get) tired. I need a rest.
- 9 Tim doesn't work (work) this week. He's on holiday.

1.3 Complete the conversations.

- 1 A: I saw Brian a few days ago.
B: Oh, did you? What's he doing these days? (what / he / do)
A: He's at university.
B: What is he studying? (what / he / study)
A: Psychology.
B: Is he enjoying it? (he / enjoy)
A: Yes, he says it's a very good course.
- 2 A: Hi, Liz. How you getting on in your new job? (you / get on)
B: Not bad. It wasn't so good at first, but things are getting better now. (things / get)
A: What about Jonathan? Is he OK?
B: Yes, but he's not enjoying his work at the moment. (he / not / enjoy)
He's been in the same job for a long time and he began to get bored with it. (he / begin)

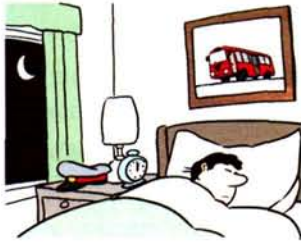
1.4 Complete the sentences using the following verbs:

begin change get ~~increase~~ rise

- 1 The population of the world is increasing very fast.
- 2 The world is changing. Things never stay the same.
- 3 The situation is already bad and it is getting worse.
- 4 The cost of living is rising. Every year things are more expensive.
- 5 The weather is beginning to improve. The rain has stopped, and the wind isn't as strong.

Present simple (I do)

A Study this example situation:



Alex is a bus driver, but now he is in bed asleep.
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 *present simple*:

I/we/you/they drive/work/do etc.

he/she/it drives/works/does etc.

B We use the present simple 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 **look** after patients in hospitals.
- I usually **go** away at weekends.
- The earth **goes** round the sun.
- The café **opens** at 7.30 in the morning.

Remember:

I **work** ... but He **works** ... They **teach** ... but My sister **teaches** ...

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

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

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

- I come from Canada. Where **do** you come from?
- I **don't** go away very often.
- 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 shop.'
- He's always so lazy. He **doesn't** do anything to help.

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

- I get up at 8 o'clock **every morning**.
- How often** do you go to the dentist?
- Julie **doesn't** drink tea very often.
- Robert usually **goes** away **two or three times** a year.

E I promise / I apologise 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. (*not* I'm promising)
- 'What do you **suggest** I do?' 'I **suggest** that you ...'

In the same way we say: I apologise ... / I advise ... / I insist ... / I agree ... / I refuse ... etc.

2.1 Complete the sentences using the following verbs:

cause(s) connect(s) drink(s) live(s) open(s) — ~~speaks(s)~~ take(s)

- 1 Tanya speaks German very well.
- 2 I don't often drink coffee.
- 3 The swimming pool opens at 7.30 every morning.
- 4 Bad driving causes many accidents.
- 5 My parents live in a very small flat.
- 6 The Olympic Games take place every four years.
- 7 The Panama Canal connects the Atlantic and Pacific oceans.

2.2 Put the verb into the correct form.

- 1 Julie doesn't drink (not / drink) tea very often.
- 2 What time do the banks close (the banks / close) here?
- 3 I've got a computer, but I don't use (not / use) it much.
- 4 'Where did Martin come from (Martin / come) from?' 'He's Scottish.'
- 5 'What do you do (you / do)?' 'I'm an electrician.'
- 6 It takes (take) me an hour to get to work. How long does it take (it / take) you?
- 7 Look at this sentence. What doesn't it mean (this word / mean)?
- 8 David isn't very fit. He doesn't do (not / do) any sport.

2.3 Use the following verbs to complete the sentences. Sometimes you need the negative:

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

- 1 The earth goes round the sun.
- 2 Rice doesn't grow in Britain.
- 3 The sun rises in the east.
- 4 Bees make honey.
- 5 Vegetarians don't eat meat.
- 6 An atheist doesn't believe in God.
- 7 An interpreter translates from one language into another.
- 8 Liars are people who don't tell the truth.
- 9 The River Amazon flows into the Atlantic Ocean.

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

- 1 You know that Liz plays tennis. You want to know how often. Ask her.
How often do you play tennis ?
- 2 Perhaps Liz's sister plays tennis too. You want to know. Ask Liz.
Does your sister play tennis ?
- 3 You know that Liz reads a newspaper every day. You want to know which one. Ask her.
Which newspaper do you read every day ?
- 4 You know that Liz's brother works. You want to know what he does. Ask Liz.
What does your brother do ?
- 5 You know that Liz goes to the cinema a lot. You want to know how often. Ask her.
How often do you go to the cinema ?
- 6 You don't know where Liz's grandparents live. You want to know. Ask Liz.
Where do your parents live ?

2.5 Complete using the following:

I apologise I insist I promise I recommend — ~~I suggest~~

- 1 It's a nice day. I suggest we go out for a walk.
- 2 I won't tell anybody what you said. I promise.
- 3 (in a restaurant) You must let me pay for the meal. I insist.
- 4 I apologise for what I did. It won't happen again.
- 5 The new restaurant in Hill Street is very good. I recommend it.

3.1 Are the underlined verbs right or wrong? Correct them where necessary.

- 1 Water boils at 100 degrees Celsius. OK
- 2 The water boils. Can you turn it off? is boiling
- 3 Look! That man tries to open the door of your car.
- 4 Can you hear those people? What do they talk about?
- 5 The moon goes round the earth in about 27 days.
- 6 I must go now. It gets late.
- 7 I usually go to work by car.
- 8 'Hurry up! It's time to leave.' 'OK, I come.'
- 9 I hear you've got a new job. How do you get on?
- 10 Paul is never late. He's always getting to work on time.
- 11 They don't get on well. They're always arguing.

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

- 1 Let's go out. It isn't raining (not / rain) now.
- 2 Julia is very good at languages. She speaks (speak) four languages very well.
- 3 Hurry up! Everybody (wait) for you.
- 4 '..... (you / listen) to the radio?' 'No, you can turn it off.'
- 5 '..... (you / listen) to the radio every day?' 'No, just occasionally.'
- 6 The River Nile (flow) into the Mediterranean.
- 7 The river (flow) very fast today – much faster than usual.
- 8 We usually (grow) vegetables in our garden, but this year we
..... (not / grow) any.
- 9 A: How's your English?
B: Not bad. I think it (improve) slowly.
- 10 Rachel is in London at the moment. She (stay) at the Park Hotel.
She always (stay) there when she's in London.
- 11 Can we stop walking soon? I (start) to feel tired.
- 12 A: Can you drive?
B: I (learn). My father (teach) me.
- 13 Normally I (finish) work at five, but this week I
..... (work) until six to earn a little more money.
- 14 My parents (live) in Manchester. They were born there and have never
lived anywhere else. Where (your parents / live)?
- 15 Sonia (look) for a place to live. She (stay) with
her sister until she finds somewhere.
- 16 A: What (your brother / do)?
B: He's an architect, but he (not / work) at the moment.
- 17 (at a party) I usually (enjoy) parties, but I
(not / enjoy) this one very much.

3.3 Finish B's sentences. Use always -ing.

- 1 A: I've lost my pen again.
B: Not again! You're always losing your pen
- 2 A: The car has broken down again.
B: That car is useless. It
- 3 A: Look! You've made the same mistake again.
B: Oh no, not again! I
- 4 A: Oh, I've forgotten my glasses again.
B: Typical!

Present continuous and present simple 2
(I am doing and I do)

A

We use continuous forms for actions and happenings that have started but not finished (they **are eating** / it **is raining** etc.). 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**', 'they **like**'.

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

like	love	hate	want	need	prefer
------	------	------	------	------	--------

know	realise	suppose	mean	understand	believe	remember
------	---------	---------	------	------------	---------	----------

belong	fit	contain	consist	seem
--------	-----	---------	---------	------

- I'm hungry. I **want** something to eat. (*not* I'm wanting)
- Do you understand** what I mean?
- Ann **doesn't seem** very happy at the moment.

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** about my plan? (= 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

He is selfish and He is being selfish

He's **being** = He's behaving / He's acting. Compare:

- I can't understand why he's **being** so selfish. He isn't usually like that. (**being** selfish = behaving selfishly at the moment)
- He never thinks about other people. He **is** very selfish. (*not* He is being) (= He is selfish generally, not only at the moment)

We use **am/is/are being** to say how somebody is *behaving*. It is not usually possible in other sentences:

- It's hot today. (*not* It is being hot)
- Sarah is very tired. (*not* is being tired)

D

See hear smell taste

We normally use the present simple (not continuous) with these verbs:

- Do you see** that man over there? (*not* Are you seeing)
- This room **smells**. Let's open a window.

We often use **can** + see/hear/smell/taste:

- I **can hear** a strange noise. Can you **hear** it?

E

Look feel

You can use the present simple or 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)

4.1 Are the underlined verbs right or wrong? Correct them where necessary.

- Nicky is thinking of giving up her job. OK
- Are you believing in God?
- I'm feeling hungry. Is there anything to eat?
- This sauce is great. It's tasting really good.
- I'm thinking this is your key. Am I right?

4.2 Use the words in brackets to make sentences. (You should also study Unit 3 before you do this exercise.)

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

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

- Are you hungry? Do you want (you / want) something to eat?
- Don't put the dictionary away. I (use) it.
- Don't put the dictionary away. I (need) it.
- Who is that man? What (he / want)?
- Who is that man? Why (he / look) at us?
- Alan says he's 80 years old, but nobody (believe) him.
- She told me her name, but I (not / remember) it now.
- I (think) of selling my car. Would you be interested in buying it?
- I (think) you should sell your car. You (not / use) it very often.
- Air (consist) mainly of nitrogen and oxygen.

4.4 Complete the sentences using the most suitable form of be. Sometimes you must use the simple (am/is/are) and sometimes the continuous is more suitable (am/is/are being).

- I can't understand why he's being so selfish. He isn't usually like that.
- Sarah very nice to me at the moment. I wonder why.
- You'll like Debbie when you meet her. She very nice.
- You're usually very patient, so why so unreasonable about waiting ten more minutes?
- Why isn't Steve at work today? ill?

Past simple (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 *past simple*.



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

- I **work** in a travel agency now. Before that I **worked** in a department store.
- We **invited** them to our party, but they **decided** not to come.
- The police **stopped** me on my way home last night.
- Laura **passed** her examination because she **studied** very hard.

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

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

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

For a list of irregular verbs, see Appendix 1.

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

I she they	enjoyed saw went	did	you she they	enjoy? see? go?	I she they	didn't	enjoy see go
------------------	------------------------	------------	--------------------	-----------------------	---------------------------------------	---------------	--------------------

- A: **Did** you go out last night?
- B: Yes, I **went** to the cinema, but I **didn't** enjoy the film much.
- 'When **did** Mr Thomas die?' 'About ten years ago.'
- They **didn't** invite her to the party, so she **didn't** go.
- 'Did you have time to write the letter?' 'No, I **didn't**.'

In the following examples, **do** is the main verb in the sentence (**did ... do / didn't do**):

- What **did** you **do** at the weekend? (*not* What did you at 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	was/wasn't	was	I/he/she/it?
we/you/they	were/weren't	were	we/you/they?

Note that we do not use **did** in negatives and questions with **was/were**:

- I **was** angry because they **were** late.
- Was** the weather good when you **were** on holiday?
- They **weren't** able to come because they **were** so busy.
- Did you go out last night or **were** you too tired?

5.1 Read what Laura says about a typical working day:



Laura

I usually get up at 7 o'clock 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 o'clock. I'm always tired when I get home. I usually cook a meal in the evening. I don't usually go out. I go to bed at about 11 o'clock, and I always sleep well.

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

- 1 She got up at 7 o'clock. 7 at 5 o'clock.
- 2 She a big breakfast. 8 tired when home.
- 3 She 9 a meal yesterday evening.
- 4 It to get to work. 10 out yesterday evening.
- 5 at 8.45. 11 at 11 o'clock.
- 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~~

- 1 Mozart wrote more than 600 pieces of music.
- 2 'How did you learn to drive?' 'My father me.'
- 3 We couldn't afford to keep our car, so we it.
- 4 Dave down the stairs this morning and his leg.
- 5 Jim the ball to Sue, who it.
- 6 Ann a lot of money yesterday. She a dress which £100.

5.3 You ask James about his holiday. Write your questions.

Hi. How are things?

Fine, thanks. I've just had a great holiday.

- 1 Where did you go ?
To the U.S. We went on a trip from San Francisco to Denver.
- 2 How ? By car?
Yes, we hired a car in San Francisco.
- 3 It's a long way to drive. How long ?
Two weeks.
- 4 Where ? In hotels?
Yes, small hotels or motels.
- 5 ?
Yes, but it was very hot – sometimes too hot.
- 6 the Grand Canyon?
Of course. It was wonderful.

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

- 1 It was warm, so I took off my coat. (take)
- 2 The film wasn't very good. I didn't enjoy it very much. (enjoy)
- 3 I knew Sarah was very busy, so I her. (disturb)
- 4 I was very tired, so I the party early. (leave)
- 5 The bed was very uncomfortable. I very well. (sleep)
- 6 The window was open and a bird into the room. (fly)
- 7 The hotel wasn't very expensive. It very much. (cost)
- 8 I was in a hurry, so I time to phone you. (have)
- 9 It was hard carrying the bags. They very heavy. (be)

Past continuous (I was doing)

A Study this example situation:



Yesterday Karen and Jim played tennis. They began at 10 o'clock and finished at 11.30.

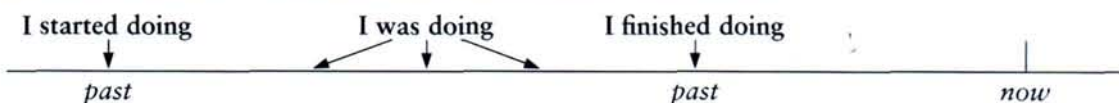
So, at 10.30 they were **playing** tennis.

They were **playing** = they were in the middle of playing. They had not finished playing.

Was/were -ing is the *past continuous*:

I/he/she/it	was	playing
we/you/they	were	doing
		working etc.

B I was doing something = I was in the middle of doing something at a certain time. The action or situation had already started before this time, but had not finished:



- This time last year I **was living** in Brazil.
- What **were you doing** at 10 o'clock last night?
- I waved to Helen, but she **wasn't looking**.

C Compare the *past continuous* (I was doing) and *past simple* (I did):

Past continuous (in the middle of an action)

- I **was walking** home when I met Dave. (in the middle of an action)
- Kate **was watching** television when we arrived.

Past simple (complete action)

- I **walked** home after the party last night. (= all the way, completely)
- Kate **watched** television a lot when she was ill last year.

D We often use the past simple and the past continuous together to say that something happened in the middle of something else:

- Matt **phoned** while we **were having** dinner.
- It **was raining** when I **got up**.
- I **saw** you in the park yesterday. You **were sitting** on the grass and **reading** a book.
- I **hurt** my back while I **was working** in the garden.

But we use the past simple to say that one thing happened after another:

- I **was walking** along the road when I **saw** Dave. So I **stopped**, and we **had** a chat.

Compare:

- | | |
|--|--|
| <input type="checkbox"/> When Karen arrived, we were having dinner. (= we had already started before she arrived) | <input type="checkbox"/> When Karen arrived, we had dinner. (= Karen arrived, and then we had dinner) |
|--|--|

E Some verbs (for example, **know** and **want**) are not normally used in the continuous (see Unit 4A):

- We were good friends. We **knew** each other well. (*not* We were knowing)
- I was enjoying the party, but Chris **wanted** to go home. (*not* was wanting)

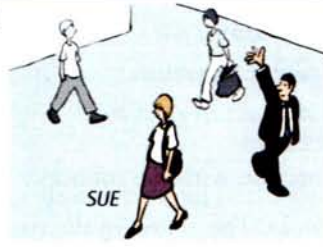

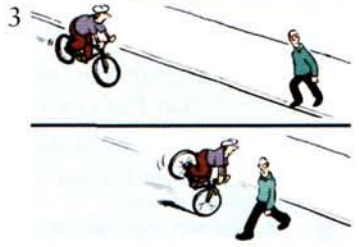
6.1 What were you doing at these times? Write sentences as in the examples. The past continuous is not always necessary (see the second example).

- (at 8 o'clock yesterday evening) I was having dinner.
- (at 5 o'clock last Monday) I was on a bus on my way home.
- (at 10.15 yesterday morning)
- (at 4.30 this morning)
- (at 7.45 yesterday evening)
- (half an hour ago)

6.2 Use your own ideas to complete the sentences. Use the past continuous.

- Matt phoned while we were having dinner.
- The doorbell rang while I
- We saw an accident while we
- Ann fell asleep while she
- The television was on, but nobody

6.3 Put the verb into the correct form, past continuous or past simple.

<p>1</p>  <p>I <u>saw</u> (see) Sue in town yesterday, but she (not / see) me. She (look) the other way.</p>	<p>2</p>  <p>I (meet) Tom and Jane at the airport a few weeks ago. They (go) to Paris and I (go) to Rome. We (have) a chat while we (wait) for our flights.</p>	<p>3</p>  <p>I (cycle) home yesterday when a man (step) out into the road in front of me. I (go) quite fast, but luckily I (manage) to stop in time and (not / hit) him.</p>
---	--	--

6.4 Put the verb into the correct form, past continuous or past simple.

- Jenny was waiting (wait) for me when I arrived (arrive).
- 'What (you / do) at this time yesterday?' 'I was asleep.'
- '..... (you / go) out last night?' 'No, I was too tired.'
- How fast (you / drive) when the accident (happen)?
- Sam (take) a photograph of me while I (not / look).
- We were in a very difficult position. We (not / know) what to do.
- I haven't seen Alan for ages. When I last (see) him, he (try) to find a job.
- I (walk) along the street when suddenly I (hear) footsteps behind me. Somebody (follow) me. I was scared and I (start) to run.
- When I was young, I (want) to be a pilot.
- Last night I (drop) a plate when I (do) the washing up. Fortunately it (not / break).

Present perfect 1 (I have done)

A Study this example situation:



Tom is looking for his key. He can't find it.
He **has lost** his key.

He **has lost** his key = He lost it recently, and he still doesn't have it.

Have/has lost is the *present perfect simple*:

I/we/they/you	have (= I've etc.)	finished lost
he/she/it	has (= he's etc.)	done been etc.

The present perfect simple is **have/has + past participle**. The past participle often ends in **-ed** (finished/decided etc.), but many important verbs are *irregular* (lost/done/written etc.).

For a list of irregular verbs, see Appendix 1.

B When we say that 'something **has happened**', this is usually new information:

- Ow! I've **cut** my finger.
- The road is closed. There's **been** (there **has been**) an accident.
- (*from the news*) Police **have arrested** two men in connection with the robbery.

When we use the present perfect, there is a connection with *now*. The action in the past has a result *now*:

- 'Where's your key?' 'I don't know. I've **lost** it.' (= I don't have it *now*)
- He told me his name, but I've **forgotten** it. (= I can't remember it *now*)
- 'Is Sally here?' 'No, she's **gone** out.' (= she is out *now*)
- I can't find my bag. **Have you seen** it? (= Do you know where it is *now*?)

C You can use the present perfect with **just**, **already** and **yet**.

Just = a short time ago:

- 'Are you hungry?' 'No, I've **just had** lunch.'
- Hello. **Have you just arrived**?

We use **already** to say that something happened sooner than expected:

- 'Don't forget to send the letter.' 'I've **already sent** it.'
- 'What time is Mark leaving?' 'He's **already gone**.'

Yet = until now. **Yet** shows that the speaker is expecting something to happen. Use **yet** only in questions and negative sentences:

- Has it stopped** raining **yet**?
- I've written the letter, but I **haven't sent** it **yet**.

D Note the difference between **gone (to)** and **been (to)**:

- Jim is on holiday. He **has gone to** Italy. (= he is there now or on his way there)
- Jane is back home now. She **has been to** Italy. (= she has now come back)

7.1 Read the situations and write sentences. Use the following verbs:

arrive break fall go up grow improve lose

- | | |
|---|----------------------|
| 1 Tom is looking for his key. He can't find it. | He has lost his key. |
| 2 Margaret can't walk and her leg is in plaster. | She |
| 3 Last week the bus fare was 80 pence. Now it is 90. | The bus fare |
| 4 Maria's English wasn't very good. Now it is better. | Her English |
| 5 Dan didn't have a beard before. Now he has a beard. | He |
| 6 This morning I was expecting a letter. Now I have it. | The letter |
| 7 The temperature was 20 degrees. Now it is only 12. | The |

7.2 Complete B's sentences. Use the verb in brackets + just/already/yet.

A	B
1 Would you like something to eat?	No, thanks. <u>I've just had lunch.</u> (I / just / have / lunch)
2 Do you know where Julia is?	Yes, (I / just / see / her)
3 What time is David leaving? (he / already / leave)
4 What's in the newspaper today?	I don't know. (I / not / read / it yet)
5 Is Sue coming to the cinema with us?	No, (she / already / see / the film)
6 Are your friends here yet?	Yes, (they / just / arrive)
7 What does Tim think about your plan? (we / not / tell / him yet)

7.3 Read the situations and write sentences with just, already or yet.

- After lunch you go to see a friend at her house. She says, 'Would you like something to eat?'
You say: No thank you. I've just had lunch. (have lunch)
- Joe goes out. Five minutes later, the phone rings and the caller says, 'Can I speak to Joe?'
You say: I'm afraid (go out)
- You are eating in a restaurant. The waiter thinks you have finished and starts to take your plate away. You say: Wait a minute! (not / finish)
- You are going to a restaurant tonight. You phone to reserve a table. Later your friend says, 'Shall I phone to reserve a table.' You say: No, (do it)
- You know that a friend of yours is looking for a place to live. Perhaps she has been successful. Ask her. You say: ? (find)
- You are still thinking about where to go for your holiday. A friend asks, 'Where are you going for your holiday?' You say: (not / decide)
- Linda went to the bank, but a few minutes ago she returned. Somebody asks, 'Is Linda still at the bank?' You say: No, (come back)

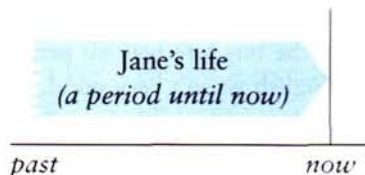
7.4 Put in been or gone.

- Jim is on holiday. He's gone to Italy.
- Hello! I've just to the shops. I've bought lots of things.
- Alice isn't here at the moment. She's to the shop to get a newspaper.
- Tom has out. He'll be back in about an hour.
- 'Are you going to the bank?' 'No, I've already to the bank.'

Present perfect 2 (I have done)

A Study this example conversation:

- DAVE: **Have you travelled** a lot, Jane?
 JANE: Yes, I've **been** to lots of places.
 DAVE: Really? **Have you ever been** to China?
 JANE: Yes, I've **been** to China twice.
 DAVE: What about India?
 JANE: No, I **haven't been** to India.



When we talk about a period of time that continues from the past until now, we use the *present perfect* (**have been / have travelled** etc.). Here, Dave and Jane are talking about the places Jane has visited in her life (which is a period that continues until now).

Some more examples:

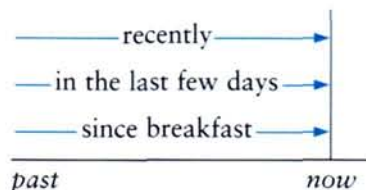
- Have you ever eaten** caviar? (in your life)
- We've **never had** a car.
- 'Have you **read Hamlet**?' 'No, I **haven't read** any of Shakespeare's plays.'
- Susan really loves that film. She's **seen** it eight times!
- What a boring film! It's the most boring film I've **ever seen**.

Been (to) = visited:

- I've **never been to** China. Have you **been there**?

In the following examples too, the speakers are talking about a period that continues until now (recently / in the last few days / so far / since breakfast etc.):

- Have you heard** from Brian recently?
- I've **met** a lot of people **in the last few days**.
- Everything is going well. We **haven't had** any problems **so far**.
- I'm hungry. I **haven't eaten** anything **since breakfast**.
(= from breakfast until now)
- It's good to see you again. We **haven't seen** each other **for a long time**.



B We use the present perfect with **today / this evening / this year** etc. when these periods are not finished at the time of speaking (see also Unit 14B):

- I've **drunk** four cups of coffee **today**.
- Have you had** a holiday **this year** (yet)?
- I **haven't seen** Tom **this morning**. **Have you**?
- Rob **hasn't studied** very hard **this term**.



C We say: It's the (first) time something **has happened**. For example:

- Don is having a driving lesson. It's his first one.
It's the first time he **has driven** a car. (*not drives*)
- or He **has never driven** a car before.
- Sarah has lost her passport again. This is the second time this **has happened**. (*not happens*)
- Bill is phoning his girlfriend again. That's the third time he's **phoned** her **this evening**.



8.1 You are asking people questions about things they have done. Make questions with **ever** using the words in brackets.

- 1 (ride / horse?) Have you ever ridden a horse?
- 2 (be / California?) Have
- 3 (run / marathon?)
- 4 (speak / famous person?)
- 5 (most beautiful place / visit?) What's

8.2 Complete B's answers. Some sentences are positive and some negative. Use the following verbs:

be be eat happen have ~~meet~~ play read see see try

	A	
1	What's Mark's sister like?	I've no idea. <u>I've never met</u> her.
2	How is Diane these days?	I don't know. I her recently.
3	Are you hungry?	Yes. I much today.
4	Can you play chess?	Yes, but for ages.
5	Are you enjoying your holiday?	Yes, it's the best holiday for a long time.
6	What's that book like?	I don't know. it.
7	Is Brussels an interesting place?	I've no idea. there.
8	Mike was late for work again today.	Again? He late every day this week.
9	Do you like caviar?	I don't know. it.
10	I hear your car broke down again yesterday.	Yes, it's the second time this week.
11	Who's that woman by the door?	I don't know. her before.

8.3 Complete the sentences using **today / this year / this term** etc.

- 1 I saw Tom yesterday, but I haven't seen him today
- 3 I read a newspaper yesterday, but I today.
- 4 Last year the company made a profit, but this year
- 4 Tracy worked hard at school last term, but
- 5 It snowed a lot last winter, but
- 6 Our football team won a lot of games last season, but we

8.4 Read the situations and write sentences as shown in the example.

- 1 Jack is driving a car, but he's very nervous and not sure what to do.
You ask: Have you driven a car before?
He says: No, this is the first time I've driven a car.
- 2 Ben is playing tennis. He's not good at it and he doesn't know the rules.
You ask: Have
- He says: No, this is the first
- 3 Sue is riding a horse. She doesn't look very confident or comfortable.
You ask:
- She says:
- 4 Maria is in London. She has just arrived and it's very new for her.
You ask:
- She says:

Present perfect continuous (I have been doing)

A

It has been raining

Study this example situation:



Is it raining?

No, but the ground is wet.

It has been raining.

Have/has been -ing is the *present perfect continuous*:

I/we/they/you	have (= I've etc.)	been	doing
he/she/it	has (= he's etc.)		waiting playing etc.

We use the present perfect continuous for an activity that has recently stopped or just stopped. There is a connection with *now*:

- You're out of breath. **Have you been running?** (= you're out of breath *now*)
- Paul is very tired. **He's been working** very hard. (= he's tired *now*)
- Why are your clothes so dirty? What **have you been doing?**
- I've **been talking** to Amanda about the problem and she agrees with me.
- Where have you been? I've **been looking** for you everywhere.

B

It has been raining for two hours.

Study this example situation:



It began raining two hours ago and it is still raining.

How long has it **been raining?**

It **has been raining** for two hours.

We use the present perfect continuous in this way with **how long**, **for ...** and **since ...**. The activity is still happening (as in this example) or has just stopped.

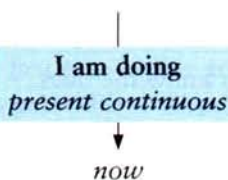
- How long have you been learning** English? (= you're still learning English)
- Tim is still watching television. **He's been watching** television all day.
- Where have you been? I've **been looking** for you for the last half hour.
- Chris **hasn't been feeling** well recently.

You can use the present perfect continuous for actions repeated over a period of time:

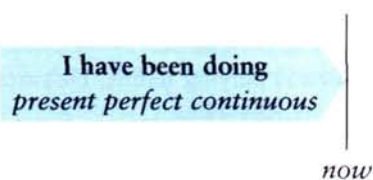
- Debbie is a very good tennis player. **She's been playing** since she was eight.
- Every morning they meet in the same café. **They've been going** there for years.

C

Compare I am doing (see Unit 1) and I have been doing:





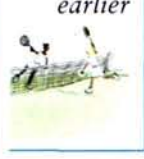





- Don't disturb me now. I'm working.
- We need an umbrella. It's raining.
- Hurry up! We're waiting.



- I've been working hard. Now I'm going to have a break.
- The ground is wet. It's been raining.
- We've been waiting for an hour.

9.1 What have these people been doing or what has been happening?

<p>1</p> <p><i>earlier</i>  <i>now</i> </p> <p>They <i>'ve been shopping.</i></p>	<p>2</p> <p><i>earlier</i>  <i>now</i> </p> <p>She</p>
<p>3</p> <p><i>earlier</i>  <i>now</i> </p> <p>They</p>	<p>4</p> <p><i>earlier</i>  <i>now</i> </p> <p>He</p>

9.2 Write a question for each situation.

- You meet Paul as he is leaving the swimming pool.
You ask: (you / swim?) *Have you been swimming?*
- You have just arrived to meet a friend who is waiting for you.
You ask: (you / wait / long?)
- You meet a friend in the street. His face and hands are very dirty.
You ask: (what / you / do?)
- A friend of yours is now working in a shop. You want to know how long.
You ask: (how long / you / work / there?)
- A friend tells you about his job – he sells computers. You want to know how long.
You ask: (how long / you / sell / computers?)

9.3 Read the situations and complete the sentences.

- It's raining. The rain started two hours ago.
It *'s been raining* for two hours.
- We are waiting for the bus. We started waiting 20 minutes ago.
We for 20 minutes.
- I'm learning Spanish. I started classes in December.
I since December.
- Mary is working in London. She started working there on 18 January.
..... since 18 January.
- Our friends always spend their holidays in Italy. They started going there years ago.
..... for years.

9.4 Put the verb into the present continuous (I am -ing) or present perfect continuous (I have been -ing).

- Maria has been learning* (Maria / learn) English for two years.
- Hello, Tom. (I / look) for you. Where have you been?
- Why (you / look) at me like that? Stop it!
- Linda is a teacher. (she / teach) for ten years.
- (I / think) about what you said and I've decided to take your advice.
- 'Is Paul on holiday this week?' 'No, (he / work).'
- Sarah is very tired. (she / work) very hard recently.