

## English Grammar

### 1) Present simple

#### ❖ Form

- To form the present simple add 's' or 'es' to the verb in the 3<sup>rd</sup> person of singular (he/she/it)**
  - I/you/we/ they work here.
  - He/she/it works here.
- To make negatives add not after do/does**  
**You use 'does not' for the third person of singular**
  - He/she/it **does not (doesn't) work** here.
  - I/you/we/they **do not (don't) work** here.
- questions are formed with do/does**  
Do you work here?  
Does she work here?

#### ❖ Uses

- We use the present simple for permanent facts:**
  - This machine **cuts** the metal.
- We use the present simple for actions and situations that are generally true:**
  - We **offer** a full ranger of financial products.
- We use the present simple to talk about regular habits or repeated actions:**
  - I **use** the Internet just for every day.
- We use the present simple to describe sentiments and thoughts:**
  - Ahmed **needs** your help.
  - That coat **belongs** to me.
- We use the present simple to give instructions and directions:**
  - You **go** down to the traffic lights, then you **turn** left.

## 2) Present continuous

### ❖ Form

1. **to form present continuous you use be+verb+ing**
  - He is living in Thailand.
  - They are watching a film.
2. **To make negatives add not after be**
  - She isn't doing anything.
  - I'm **not** working on that right now.
3. **To make questions move the verb be before the subject**
  - Is he doing anything?
  - Are you talking to me?

### - Uses

1. **Action happening at the moment of speaking:**
  - Ahmed **is reading** a book now.
2. **Action happening at the moment of speaking (longer action):**
  - My friends **is preparing** for his exams.
3. **To talk about temporary situations:**
  - She **works in the marketing department.**  
(permanent job)
  - She's **working in the marketing department.**  
(temporary job)
4. **To talk about trends or changing situations:**
  - The internet **is making** it easier for people to stay in touch with each other.
5. **To talk about fixed plan in the near future:**
  - We are going to Basel on Saturday.
6. **To talk about a situation that is in progress of changing:**
  - The number of cars on the road **is increasing** rapidly each year.

### Exercise 1:

Fill in the gaps with the correct form of the verbs in brackets.

1. I'm busy right now. I.....(fill in ) an application form for a new job.
2. My tutor .....(see) me for a tutorial every Monday at two o'clock.
3. Animals .....(breathe in) oxygen and.....(give out) carbon dioxide.

4. John .....(not/study) very hard at the moment. I .....(not/think) he'll pass his exams.
5. Be quiet! I .....(want) to hear the news.
6. My friends Joe's parents .....(travel) round the world this summer, and probably won't be back for a couple of months.
7. Numbers of wild butterflies.....(fall) as a result of changes in farming methods.
8. The college .....(run) the same course every years.

**Exercise 2:** Underline the correct form of the present. The first sentence is given as example.

1. *I'm sorry, Mrs Grant is not available at the moment; she (speaks / is speaking) to a customer.*
2. She (belongs / is belonging) to union.
3. Conon (makes / is making) a wide range of photocopiers.
4. She (thinks / is thinking) of getting a transfer to another department.
5. My boss (thinks / is thinking) i should take work home at the weekend.