

English Grammar

1) Past simple:

- Form

1. The past simple of regular verbs is formed by adding **ed** to the infinitive. Verbs ending in 'e' simply add 'd'.

- He worked for the finance department.

❖ For irregular verbs you use 2nd column of the table of irregular verbs.

- He went to the cinema last night.

2. **Negatives are formed with did not and the infinitive.**

- I **didn't** like his idea.

3. **Questions are formed with the auxiliary verb did and the infinitive.**

- **Did you check** the figures?

- Uses

1. **To talk about events and actions in the past that are now finished:**

- Your father phoned a few minutes ago.
- I went to school yesterday.

2. **To talk about a regular, repeated or habitual event:**

- We **went out** for a meal every evening on holiday.
- He **got up** at 7 o'clock every morning to go to work.

2) Past continuous

▪ Form

1- **The past continuous is formed with the past of 'be' and the 'ing' of the main verb**

- She **was watching** the news.

How to conjugate verb to be in the past tense:

I/he/she/it **was**

You/we/they **were**

2- **Negatives are formed with the verb be +not:**

- I was not working yesterday.

3- **Questions are formed by inverting the subject and the auxiliary verb be.**

- Was he working yesterday.

▪ **Uses**

- We can use **when, while** or **as** with the past continuous to mean → during the time that something was happening.

1. **To describe unfinished action that was interrupted by another event or action:**

- I **was having** a beautiful dream when the alarm clock rang.

2. **To describe an action, event or situation that was in progress at a specified time in the past:**

- Peter **was reading** a book yesterday.

3. **With adverbials beginning with all:** E.g. all night, all morning, all day, yesterday, to show that an action or event was in progress throughout this time:

- I **was watching** television all evening.

Exercise 1: Complete the sentences by putting the verbs in brackets into either the past simple or past continuous. Sometimes the same tense is used twice; sometimes different tenses are used.

1. What.....(**eat**) when you(**go**) to Paris?.
2. While i.....(**negotiate**) the contract, my boss.....(**phone**) me to say that he wanted completely different conditions.
3. The last time something like this(**happen**), she(**call**) a press conference immediately.
4. Anne.....(**explain**) her proposal when Sami(**interrupt**) her.

5. When he**(finish)** reading the article, he**(give)** it to me.
6. Everyone**(wait)** for the meeting to begin when he**(call)** to say that he was stuck in a traffic jam.

Exercise 2: Put the verb in brackets in the past simple.

1. I **(join)** the company in March 2010.
2. Mr Mohamed..... **(leave)** the business three months ago.
3. Sales..... **(fall)** by about three per cent last year.
4. When..... you..... **(start)** working for Hyundai Motor?
5. How long..... you**(spend)** writing that report yesterday