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# Tenses

## 1. Simple Present Tense

### (Present Indefinite Tense)

★ **Definition :** *It describes an action that happens regularly, habitually or is generally true.*

★ **Main Uses :**

- *To talk about daily routines and habits.*
- *To express universal truths and facts.*
- *To describe regular activities.*
- *To show permanent situations.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + $V_1$ (s/es) + Object. |
| **Negative** | : Subject + do / does + not + $V_1$ + Object. |
| **Interrogative** | : Do / Does + Subject + $V_1$ + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **goes** to school daily.
2. The sun **rises** in the east.
3. He **does not play** cricket.
4. **Do** you **like** tea ?

**Common Time Words :** *Always, usually, often, daily, sometimes, never, every day.*

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# Tenses

## 2. Present Continuous Tense

### (Present Progressive Tense)

★ **Definition :** *It describes an action that is happening at the present moment or around the present time.*

★ **Main Uses :**

- *To describe an action happening right now.*
- *To talk about temporary activities.*
- *To show a changing situation.*
- *To talk about a near future plan or arrangement.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + is / am / are + $V_1$-ing + Object. |
| **Negative** | : Subject + is / am / are + not + $V_1$-ing + Object. |
| **Interrogative** | : Is / Am / Are + Subject + $V_1$-ing + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **is reading** a book.
2. They **are playing** football.
3. I **am not sleeping**.
4. **Are** you **studying** ?

**Common Time Words :** *Now, right now, at present, currently, today, at the moment.*

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# Tenses

## 3. Present Perfect Tense

### (Present Perfective Tense)

★ **Definition :** *It describes an action that has been completed recently or whose result is connected to the present.*

★ **Main Uses :**

- *To talk about a recently completed action.*
- *To talk about life experiences.*
- *To show the result of a past action in the present.*
- *To talk about an action completed at an unspecified time.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + has / have + $V_3$ + Object. |
| **Negative** | : Subject + has / have + not + $V_3$ + Object. |
| **Interrogative** | : Has / Have + Subject + $V_3$ + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **has completed** her homework.
2. I **have visited** Delhi.
3. He **has not eaten** lunch.
4. **Have** you **finished** your work ?

**Common Time Words :** *Already, just, yet, ever, never, recently, so far.*

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# Tenses

## 4. Present Perfect Continuous Tense

### (Present Perfect Progressive Tense)

★ **Definition :** *It describes an action that started in the past and is still continuing at the present time.*

★ **Main Uses :**

- *To talk about an action which began in the past and is still going on.*
- *To emphasise the duration of an activity.*
- *To talk about a recently stopped action with its visible result.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + has / have + been + $V_1$-ing + since / for + Object. |
| **Negative** | : Subject + has / have + not + been + $V_1$-ing + since / for + Object. |
| **Interrogative** | : Has / Have + Subject + been + $V_1$-ing + since / for + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **has been studying** for two hours.
2. I **have been working** since morning.
3. He **has not been sleeping** well.
4. **Have** you **been waiting** for long ?

**Remember :**

- **Since :** Used for a starting point of time.
- **For :** Used for a period or duration of time.

**Common Time Words :** Since, for, all day, lately, recently.

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# Tenses

## 5. Simple Past Tense

### (Past Indefinite Tense)

★ **Definition :** *It describes an action that started and finished in the past.*

★ **Main Uses :**

- *To talk about a completed action in the past.*
- *To talk about past habits or routines.*
- *To talk about historical events.*
- *To talk about an action that happened at a specific past time.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + $V_2$ + Object. |
| **Negative** | : Subject + did not + $V_1$ + Object. |
| **Interrogative** | : Did + Subject + $V_1$ + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **visited** her grandmother yesterday.
2. He **played** football.
3. I **did not attend** the meeting.
4. **Did** you **watch** the movie ?

**Common Time Words :** *Yesterday, ago, last night, last week, in 2020, previously.*

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# Tenses

## 6. Past Continuous Tense

### (Past Progressive Tense)

★ **Definition :** It describes an action that was in progress at a particular time in the past.

★ **Main Uses :**

- To talk about an ongoing action in the past.
- To describe two actions happening at the same time in the past.
- To talk about a longer action that was interrupted by a shorter action.

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + was / were + $V_1$-ing + Object. |
| **Negative** | : Subject + was / were + not + $V_1$-ing + Object. |
| **Interrogative** | : Was / Were + Subject + $V_1$-ing + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **was cooking** food.
2. They **were playing** outside.
3. I **was not sleeping**.
4. **Were** you **watching** television ?

**Common Time Words :** While, when, at that time, yesterday at 5 PM.

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# Tenses

## 7. Past Perfect Tense

### (Past Complete Tense)

★ **Definition :** *It describes an action that was completed before another action or a specific time in the past.*

★ **Main Uses :**

- *To show an earlier action before another past action.*
- *To talk about the sequence of past events.*
- *To talk about an action completed before a past deadline.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + had + $V_3$ + Object. |
| **Negative** | : Subject + had + not + $V_3$ + Object. |
| **Interrogative** | : Had + Subject + $V_3$ + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **had finished** her work before I arrived.
2. The train **had left** before we reached the station.
3. He **had not completed** the task.
4. **Had** you **eaten** before leaving ?

**Common Time Words :** Before, after, already, by the time, until then.

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# Tenses

## 8. Past Perfect Continuous Tense

### (Past Perfect Progressive Tense)

★ **Definition :** *It describes an action that had been continuing for a period of time before another action or a specific time in the past.*

★ **Main Uses :**

- *To show the duration of an action before a past event.*
- *To emphasise a continuous action in the past.*
- *To explain the reason or cause of a past situation.*

★ **Basic Structure / Formula :** schoolsti.org.pk

| | |
|---|---|
| **Affirmative** | : Subject + had + been + $V_1$-ing + since / for + Object. |
| **Negative** | : Subject + had + not + been + $V_1$-ing + since / for + Object. |
| **Interrogative** | : Had + Subject + been + $V_1$-ing + since / for + Object ? |

★ **Examples :**

1. She **had been studying** for three hours before the exam.
2. They **had been waiting** since morning.
3. He **had not been working** properly.
4. **Had** you **been sleeping** for a long time ?

**Common Time Words :** *Since, for, before, until, all day.*

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# Tenses

## 9. Simple Future Tense

### (Future Indefinite Tense)

★ **Definition :** It describes an action that will happen in the future.

★ **Main Uses :**

- To talk about future plans or decisions.
- To make a promise.
- To express a prediction.
- To offer or show willingness.

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + will + $V_1$ + Object. |
| **Negative** | : Subject + will + not + $V_1$ + Object. |
| **Interrogative** | : Will + Subject + $V_1$ + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **will visit** us tomorrow.
2. I **will help** you.
3. He **will not attend** the meeting.
4. **Will** you **come** tomorrow ?

**Common Time Words :** Tomorrow, next week, soon, later, in the future.

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# Tenses

## 10. Future Continuous Tense

### (Future Progressive Tense)

★ **Definition :** It describes an action that will be in progress at a particular time in the future.

★ **Main Uses :**

- To talk about an action that will be going on at a specific time in the future.
- To make a polite inquiry or request.
- To predict something happening in the future with certainty.

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + will be + $V_1$-ing + Object. |
| **Negative** | : Subject + will not be + $V_1$-ing + Object. |
| **Interrogative** | : Will + Subject + be + $V_1$-ing + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **will be studying** at 6 p.m. tomorrow.
2. They **will be playing** in the ground.
3. He **will not be working** at this time tomorrow.
4. **Will** you **be joining** the class ?

**Common Time Words :** At this time tomorrow, at 6 p.m. tomorrow, next week, in the future.

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# Tenses

## 11. Future Perfect Tense

### (Future Complete Tense)

★ **Definition :** *It describes an action that will be completed before a specific time or another action in the future.*

★ **Main Uses :**

- *To talk about an action that will be completed before a future deadline.*
- *To show an action finished before another future event.*
- *To express certainty about the completion of a future action.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + will have + $V_3$ + Object. |
| **Negative** | : Subject + will + not + have + $V_3$ + Object. |
| **Interrogative** | : Will + Subject + have + $V_3$ + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **will have finished** her homework by 8 p.m.
2. They **will have left** before you arrive.
3. He **will not have completed** the project by tomorrow.
4. **Will** you **have graduated** by next year ?

**Common Time Words :** *By tomorrow, by next week, by the time, before, by then.*

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# Tenses

## 12. Future Perfect Continuous Tense

### (Future Perfect Progressive Tense)

★ **Definition :** *It describes an ongoing action that will continue up until a particular time or event in the future.*

★ **Main Uses :**

- *To show the duration of an action up to a specific point in the future.*
- *To emphasise how long an activity will have been happening.*
- *To express the cause of a future situation.*

★ **Basic Structure / Formula :**

| | |
|---|---|
| **Affirmative** | : Subject + will have been + $V_1$-ing + since / for + Object. |
| **Negative** | : Subject + will + not + have been + $V_1$-ing + since / for + Object. |
| **Interrogative** | : Will + Subject + have been + $V_1$-ing + since / for + Object ? |

★ **Examples :** schoolsti.org.pk

1. She **will have been studying** for four hours by 6 p.m.
2. They **will have been living** here for ten years next month.
3. He **will not have been working** here for long.
4. **Will** you **have been waiting** since morning ?

**Common Time Words :** *By tomorrow, for, since, by next month, by the end of this year.*

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