Appendix 2 Present and past tenses

	simple	continuous
present	I do present simple (\rightarrow Units 2–4)	I am doing present continuous (→ Units 1, 3–4)
	 Ann often plays tennis. I work in a bank, but I don't enjoy it much. Do you like parties? It doesn't rain so much in summer. 	 'Where's Ann?' 'She's playing tennis.' Please don't disturb me now. I'm working. Hello. Are you enjoying the party? It isn't raining at the moment.
present	I have done	I have been doing
perfect	present perfect simple $(\rightarrow \text{Units 7-8, 10-14})$	present perfect continuous (→ Units 9–11)
	 Ann has played tennis many times. 	 Ann is tired. She has been playing tennis.
	I've lost my key. Have you seen it anywhere?	You're out of breath. Have you been running?
	How long have you and Sam known each other?	How long have you been learning English?
	A: Is it still raining? No. it becomes defined.	☐ It's still raining. It has been raining
	 B: No, it has stopped. The house is dirty. I haven't cleaned it for weeks. 	all day. I haven't been feeling well recently. Perhaps I should go to the doctor.
past	I did past simple (\rightarrow Units 5–6, 13–14)	I was doing past continuous (→ Unit 6)
	Ann played tennis yesterday afternoon.I lost my key a few days ago.	 I saw Ann at the sports centre yesterday. She was playing tennis. I dropped my key when I was trying to
	 There was a film on TV last night, but we didn't watch it. 	open the door. The television was on, but we weren't watching it.
	What did you do when you finished work yesterday?	What were you doing at this time yesterday?
past	l had done	I had been doing
perfect	past perfect (\rightarrow Unit 15)	past perfect continuous (\rightarrow Unit 16)
	 It wasn't her first game of tennis. She had played many times before. They couldn't get into the house because they had lost the key. 	 Ann was tired yesterday evening because she had been playing tennis in the afternoon.
	 The house was dirty because I hadn't cleaned it for weeks. 	 James decided to go to the doctor because he hadn't been feeling well.

For the passive, see Units 42–44.