



Worksheet

Name :

Subject:

Tenses

Class:

Date:

Present Tenses

1. Present Simple.

Use: For habits, routines, general truths, and fixed arrangements.

Keywords: always, usually, often, sometimes, never, every day/week/month, on Mondays.

Structure:

Affirmative: I/You/We/They + verb. He/She/It + verb-s.

I work here. She works here.

Negative: I/You/We/They + do not (don't) + verb. He/She/It + does not (doesn't) + verb.

They don't like coffee. He doesn't like coffee.

Question: Do + I/you/we/they + verb? Does + he/she/it + verb?

Do you live here? Does she live here?

2. Present Continuous (or Present Progressive)

Use: For actions happening now, temporary situations, and fixed future plans.

Keywords: now, right now, at the moment, currently, this week/month/year.

Structure:

Affirmative: Subject + am/is/are + verb-ing.

I am studying. They are watching a movie.

Negative: Subject + am/is/are + not + verb-ing.

He is not (isn't) listening. We are not (aren't) leaving.

Question: Am/Is/Are + subject + verb-ing?

Are you coming? Is it raining?

3. Present Perfect

Use: For actions that happened at an unspecified time in the past, experiences, or actions that started in the past and continue to the present.

Keywords: ever, never, just, already, yet, since, for, so far, recently.

Structure:

Affirmative: Subject + have/has + past participle.

I have seen that film. She has finished her work.

Negative: Subject + have/has + not + past participle.

We have not (haven't) visited Rome. He has not (hasn't) eaten yet.

Question: Have/Has + subject + past participle?

Have you been to Paris? Has he called?

4. Present Perfect Continuous

Use: To emphasize the duration of an action that started in the past and is either still continuing or has just stopped.

Keywords: for, since, all day/week, how long.

Structure:

Affirmative: Subject + have/has + been + verb-ing.

I have been waiting for two hours. She has been working all day.

Negative: Subject + have/has + not + been + verb-ing.

They haven't been sleeping well. He hasn't been feeling well.

Question: Have/Has + subject + been + verb-ing?

How long have you been learning English? Has it been raining?

Past Tenses

1. Past Simple

Use: For completed actions in the past, at a specific time.

Keywords: yesterday, last week/month/year, in 2010, ago, when I was young.

Structure:

Affirmative: Subject + verb in past simple (regular: verb-ed / irregular: e.g., went, saw).

I worked yesterday. She went to the park.

Negative: Subject + did not (didn't) + base verb.

They didn't like the film. He didn't come to the party.

Question: Did + subject + base verb?

Did you enjoy the concert? Did she call you?

2. Past Continuous

Use: For an action that was in progress at a specific time in the past, or for an action interrupted by another.

Keywords: while, when, as, at 5 PM yesterday.

Structure:

Affirmative: Subject + was/were + verb-ing.

I was sleeping when you called. They were playing football.

Negative: Subject + was/were + not + verb-ing.

He wasn't listening. We weren't expecting you.

Question: Was/Were + subject + verb-ing?

What were you doing? Was she crying?

3. Past Perfect

Use: For an action that was completed before another action or time in the past.

Keywords: after, before, when, by the time, already, just.

Structure:

Affirmative: Subject + had + past participle.

When we arrived, the film had already started.

Negative: Subject + had + not (hadn't) + past participle.

She hadn't seen the report before the meeting.

Question: Had + subject + past participle?

Had you eaten before you left?

4. Past Perfect Continuous

Use: To emphasize the duration of an action that was completed before another action in the past.

Keywords: for, since, how long.

Structure:

Affirmative: Subject + had + been + verb-ing.

He was tired because he had been running.

Negative: Subject + had + not + been + verb-ing.

They hadn't been waiting long when the bus arrived.

Question: Had + subject + been + verb-ing?

How long had you been studying before you took the test?

Future Tenses

1. Future Simple (with will)

Use: For spontaneous decisions, promises, offers, and predictions (without present evidence).

Keywords: tomorrow, next week/month/year, in 2030, I think, I hope, probably.

Structure:

Affirmative: Subject + will + base verb.

I will help you. It will rain tomorrow.

Negative: Subject + will + not (won't) + base verb.

She won't be late. They won't forget.

Question: Will + subject + base verb?

Will you marry me? Will they arrive on time?

2. Future with be going to

Use: For plans, intentions, and predictions based on present evidence.

Keywords: (same as Future Simple), but often used when a decision has already been made.

Structure:

Affirmative: Subject + am/is/are + going to + base verb.

I am going to visit my grandparents. Look at those clouds! It is going to rain.

Negative: Subject + am/is/are + not + going to + base verb.

He isn't going to come. We are not going to buy that car.

Question: Am/Is/Are + subject + going to + base verb?

Are you going to watch the game? What is she going to do?

3. Future Continuous

Use: For an action that will be in progress at a specific time in the future.

Keywords: at this time tomorrow, next week, in the future.

Structure:

Affirmative: Subject + will be + verb-ing.

This time next week, I will be lying on a beach.

Negative: Subject + will not (won't) be + verb-ing.

Don't call at 8 PM; I won't be working then.

Question: Will + subject + be + verb-ing?

Will you be waiting for me?

4. Future Perfect

Use: For an action that will be completed before a specific time in the future.

Keywords: by, by the time, before, until/till.

Structure:

Affirmative: Subject + will have + past participle.

By 2025, I will have graduated from university.

Negative: Subject + will not (won't) have + past participle.

They won't have finished the project by Friday.

Question: Will + subject + have + past participle?

Will you have eaten by the time I arrive?

5. Future Perfect Continuous

Use: To emphasize the duration of an action up to a specific time in the future.

Keywords: for, by, by the time.

Structure:

Affirmative: Subject + will have been + verb-ing.

In December, I will have been working here for five years.

Negative: Subject + will not (won't) have been + verb-ing.

He won't have been sleeping for long when we get home.

Question: Will + subject + have been + verb-ing?

How long will you have been living here by next year

Practice.

Exercise 1: Identify the Tense. Which tense is used in each sentence?

She has never been to Asia. _____

They were watching TV when the power went out. _____

I will have finished my homework by 9 PM. _____

He doesn't eat meat. _____

We are going to have a party next weekend. _____

Exercise 2: Fill in the Blanks. Use the correct form of the verb in brackets.

I usually _____ (drink) coffee in the morning.

While I _____ (walk) home, I saw an old friend.

By the time you read this, I _____ (leave).

Look! It _____ (snow).

She _____ (not/finish) her report yet.