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The Last Lecture

# Grammar I

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أ. غفران الشيخ عمر



Grammar I 1.5+6

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# LECTURE No.5

## 25.06.2022

**HELLO EVERYONE!**

Last time, we made an introduction to chapter 2. Today, we will read the whole chapter from the book.

### Chapter Two

#### Word Order in English Sentences

Contents of this chapter:

- 2.1. Inflection versus Word Order Languages
- 2.2. Mood in English
  - 2.2.1. The Declarative Mood
  - 2.2.2. The Interrogative Mood
  - 2.2.3. The Imperative Mood
- 2.3. Negation: word order in English negative sentences
- 2.4. Exercises

#### 2.1. Inflection versus Word Order Languages.

The order of words in an English sentence is very important. There are languages, such as Arabic, that use inflection (a change in the form of words) to show how the parts of a sentence fit together. The absence of inflections in English makes it a word order language, not an inflected language. Thus, the order of words or the place that a word occupies in a sentence is essential to the meaning of a sentence and a change in this order usually results in a change of meaning:

- **The thief shot the police.**
- **The police shot the thief.**

#### Focusing

In English, most sentences have a subject, and then something that is said about the subject, which is usually the rest of the sentence. This divides the sentence into two parts: **subject** and **predicate**. The predicate comprises all the words in a sentence except the subject.

- **Judith** (subject) [**bought the dress on Saturday**] (predicate).
- **The old building** (subject) [**was brought down**] (predicate).
- My elderly **grandfather** (subject) [**is rather deaf**] (predicate).

Most sentences put the information that they carry in this order; i.e. subject first and then predicate. This is known as **neutral word order**. When this neutral order is changed, the meaning of a sentence also changes.

- **The lion killed the lamb.** (The lamb is dead)
- **The lamb killed the lion.** (The lion is dead)

When we want to focus the attention of a reader or a listener on a particular word or phrase, we can use variations on neutral word order, such as putting the subject last, splitting the clause into two, or repeating some part of the sentence:

Some variations on the theme of neutral word order:

- **The one who paid the bill was Jalal.**
- **All Jalal did was pay the bill.**
- **Jalal paid the bill, didn't he?**
- **The bill was paid by Jalal, I think.**
- **It was on Thursday that Jalal paid the bill.**

Sentences can be used to do many different things:

- 1) Giving information is the most common use of sentences.
  - He joined the department of journalism at the Open University.
- 2) Sometimes you use a sentence to obtain information, rather than to give it.
  - **Where are my glasses?**
  - **Which course did you like best?**
  - **How long have you been living in the Sudan?**
- 3) At other times you want to express an opinion, give an order, make a suggestion, or make a promise.
  - **That's an excellent idea.**
  - **Go home, all of you.**
  - **Shall we listen to the news?**
  - **If you have any questions, I'll do my best to answer them.**

Often it is the order of words which indicates which way a sentence is being used. For example, if you say, "the door is opened", the word order makes it clear that you are making a statement. If you say "is the door opened?", the word order indicates that you are asking a question. If you start with the verb, rather than the subject and you say: "open the door", it is clear that you are giving an order or instruction, rather than making a statement or asking a question.

## 2.2. Mood in English

These ways of distinguishing between uses of language are examples of mood. The main clause of every sentence is in a particular mood. There are three main moods in English, they are:

- a) **The declarative mood,**
- b) **The interrogative mood,**
- c) **The imperative mood.**

### 2.2.1. The Declarative Mood

The **declarative mood** is used to make statements. A statement is usually the

expression of a fact or of an opinion, as in all the examples below.

Statements can be both, **positive** or **negative**. A denial, for example, is a form of negative statement. When a clause is in this mood, the subject is placed in front of the verb. The declarative mood is sometimes called the **indicative mood**.

- **Our cat eats any thing.**
- **Our cat won't just eat any thing.**
- **The cat has already been fed.**
- **The cat hasn't been fed yet.**

The normal word order in the declarative mood can be **one of the following**:

**1) Subject + verb phrase**

- **Karim is working.**
- **Tim was writing.**
- **She stared at me in surprise.**

**2) Subject + verb phrase + direct object**

- **Ronald is reading a novel.**
- **Peter reserved several library books.**
- **Salma prefers a vegetarian diet.**

**3. Subject + verb phrase + adverbial**

- **Fadwa was eating very slowly**
- **Laila was studying in the library,**
- **Iris laughed happily.**

**4. Subject + verb phrase + direct object + adverbial**

- **Fadwa was eating her lunch very slowly**
- **Laila had been reading a journal in the library**

Certain verbs must have following objects, e.g. *see, find, prefer, take* etc...

- **She saw the film.**
- **He found a CD player.**
- **They took a holiday brochure**

**5. Other verbs need, or can have, both a direct and an indirect object, e.g. give, buy, offer.** The word order can be either:

**i) Subjects + verb + indirect object + direct object**

- **Kamal gave *Jamal* his pen.**
- **Steven bought *his mother* a birthday present.**

**ii) Subject + verb + direct object + to / for + indirect object.**

- **Kamal gave his pen *to Jamal*.**
- **Steven bought a birthday present *for his mother*.**

Another group of verbs must be followed either by an object and an adverbial expression, or an adverbial expression on its own e.g. *put, place, stand*.

- **Richard placed the recorder on the table.** (verb followed by object + adverbial phrase)
- **Diana put her notes in the folder.** (verb followed by object + adverbial phrase)
- **Michael stood in the middle of the classroom.** (verb followed by adverbial phrase only)

6) A further type of declarative mood statement has the same basic order of subject and verb, but with a complement replacing the direct object, i.e. subject + verb + complement.

- **Elisabeth seems to have been very unhappy lately.**
- **This dessert is delicious.**

### 2.2.2. The Interrogative Mood

The interrogative mood is the mood usually used in questions. In clauses in this mood, the subject is often placed after the main verb or after the auxiliary verb. There are two main types of questions: those that can be answered by yes or no and they are known as **yes/no questions**, and those that have to be answered with a specific piece of information or a sentence such as I don't know. These are known as **WH-questions**. Each type of question has its own special word order,

#### Yes/No questions

- **Is she your only child? Yes, she is.**
- **Are you planning to travel soon? No, I am not.**
- **Are you interested in reading about history? Yes, I am.**

When the subject does come first it will be a special question word.

#### WH-questions

- **Who won the match? Manchester United.**
- **Which book was it? It was the book about time management.**

Exceptionally, we can ask questions using the declarative mood. We do this by using a special tone of voice.

**You're telling me he has a new car? I don't believe it.**

**It's raining again? That makes three days running.**

In what follows, the two different types of questions in English will be discussed.

#### 1) Yes/no questions:

Questions that expect the answer *yes* or *no* are called **yes/no questions**. The interrogative mood is used to form such questions and the normal sentence order for the interrogative mood is:

**Modal / auxiliary verb + subject + base form of the main verb**

- Did you ring the school? — Yes, I did.
- Was the car serviced yesterday? — No / I don't think so.
- Have you seen May yet? — Yes, I have.
- Were the children playing? — No, they weren't.
- Have the girls been studying? — Yes, they have.
- May Ahmed go too? — No, he may not.

When a sentence does not contain a modal verb or an auxiliary verb, i.e. a sentence with the main verb in the Simple Present or Simple Past tense, the question is formed by placing a form of the supporting auxiliary verb *do*, *does* or *did* before the subject, and following it with the base form of the main verb, i.e.

**Auxiliary do + subject + base form of the main verb**

- They enjoy watching the game, **statement**
- Do they enjoy watching the game? **question**
- It hurts very much, **statement**
- Does it hurt much? **question**

If the verb is 'be', you do not use 'do'. You simply put the verb at the beginning of the clause, followed by the subject.

- Are you coming?
- Is she your sister?
- Was it difficult?

Yes/no questions also have a negative form. Negative yes/no questions are almost always contracted. The negative in its contracted form *n't* comes immediately before the subject.

- Doesn't he like to talk about his old school?
- Can't we have one too?
- Don't you speak Arabic?

If the full negative form *not* is used, it comes immediately after the subject. The full form is very formal.

- Does he not like to talk about his former employer?
- Can one not live in peace without interruptions all day?
- May a man not have peace in his own house?

## 2) WH-Questions

When you want to get a detailed answer, not just yes or no, you must use WH-question, which allows many possible answers. The words **who**, **whom**, **whose**, **what**, **which**, **when**, **where**, **why**, and **how** are used to form this sort of question. These words are referred to as WH- words.

- Who(m) did you ring? — I was ringing the school.
- What happened about getting the car serviced? — It's done.
- When did you see May? — Last Wednesday.

- **Where is Peter going? — To work.**
- **When did they arrive? — Yesterday.**
- **Why have you stopped playing sports? — I am too busy.**
- **Who is she? — she is a friend of mine.**

### 2.2.3. The Imperative Mood

The **imperative mood** is the mood used to tell someone to do something. Thus most commands are in the imperative mood. In clauses in the imperative mood, the subject is usually omitted and the base form of the verb is used. If the subject is omitted, it is understood to be 'You'.

Commands in the imperative mood can sound rude or impatient.

- **You should pay the rent. (The subject is not omitted)**
- **Shouldn't you pay the rent? (The subject is not omitted)**
- **Pay the rent now. (The subject is omitted)**
- **Don't play out in the garden. (The subject is omitted)**
- **Eat it up! (The subject is omitted)**

#### Form

The basic form of the imperative remains the same whether it is addressed to one or more people:

- **Come on, Mary. I am waiting.**
- **Come on, children. You're late!**

There is a special type of imperative, using **let's**, which is used when you need to include the speaker.

- **Let's go home.**

The word order of a sentence in the imperative mood is: **Verb + object (if needed)**

The negative imperative is made with **do + not or don't + Verb + object (if needed)**:

- **Don't lose your money.**
- **Do not come back without it, do you understand.**

#### Uses

The uses of the imperative mood are as follows:

##### I) To give an order:

- **You should tell your mother.**
- **Stop it!**
- **Get out!**
- **Stay away!**

##### II) ii) To give instructions:

- **Leave the dough for half an hour to rest.**
- **Switch off all electric appliances before you leave the house.**

- Boil up a little water with some salt in it.

iii) To give advice or warnings:

- Be careful!
- Be sensible!
- Don't forget to take your keys.
- Don't drink too much coffee.

iv) To make an offer or an invitation:

- Have another pizza.
- Come over to our place some time.

• We can make a **request** (which is a type of command) sound more polite by using the interrogative mood.

- Would you water the plants, please.
- Would you mind shutting the window.
- Could I have that book now, thank you.

• Not all imperative mood sentences are orders or commands. They can be social expressions.

- Have a nice day.
- Get well soon.
- Have a safe journey.

There is also a **subjunctive mood**. However, it is rarely used in English now. It may be used when you want to talk about an improbable or unlikely situation.

- If I were rich, I would build an orphanage.

In all types of mood, word order also varies according to whether the sentence is negative or positive. Thus, it is important to look into the topic of **negation**.

### 2.3. Negation: Word Order in Negative Statements

Negative statements usually contain the word **not**. In such sentences, the basic word order for subject and object is the same as in positive statements.

- Jamal has gone to school.
- Jamal has not gone to school.

The difference is that, as well as containing not, negative statements must have as part of the verb phrase one of the following:

i) A primary auxiliary verb.

- We had not arrived in time.
- She is not reading.
- He was not working.

ii) A modal auxiliary verb.

- I warn you, you may not arrive in time.
- The driver could not see his way clearly in the dark.



iii) A form of 'be' used as a main verb.

- That is not my book.

If there is more than one primary auxiliary in the sentence, the word not is added right after the first one of the auxiliary verbs then the main verb follows. The word order is, therefore:

**Subject + first primary auxiliary + not + main verb**

- She has not been herself lately.

A negative sentence may contain a modal verb and one or more primary auxiliaries as well. In this case the word order is:

**Subject + modal + not + primary auxiliary + main verb**

- I may not have finished it by then.
- They could not have finished their work.
- They should not have been watching television.

iv) If the verb phrase does not already contain one of these verbs, then it is necessary to add the supporting auxiliary verb *do*. The Simple Present and the Simple Past tenses of main verbs insert the appropriate form of *do* and then add *not* followed by the base form of the main verb.

The word order is, therefore: **subject + do- auxiliary + not + main verb**

- She does not work overtime now.
- The bus service did not run during the holidays.

• The contracted form of *not*, which is *n't*, can be used after every auxiliary verb except *am*. This is the most common spoken form. The full form with *not* tends to be used more in writing.

- He doesn't run.
- He didn't run.
- Lynn doesn't work on Sundays.
- She hasn't been to work all week.
- He isn't going to come after all.
- Bill went swimming but Ann didn't go.

• Other words with a negative meaning, *never*, *barely*, *hardly*, *scarcely*, *rarely* do not change the order of words in a statement.

- She doesn't buy Vogue. — She never buys Vogue.
- He doesn't earn enough to live on. — He barely earns enough to live on.
- I hardly think that is going to be enough.
- I scarcely saw my brother last month.

Thank You

# LECTURE No.6

## The Last Lecture

02.07.2022

**HELLO EVERYONE!**

### Chapter Three

#### Tense and Aspect

#### 3.2. Tenses

The following is a description of the form and uses of tenses in English.

#### 3.2.1. The Present Time: The Simple Present and The Present Progressive

##### i) The Simple Present Tense: Form and Uses

##### **Statements:**

I work for a private company.

He works for a private company.

##### **Questions:**

Because the Simple Present consists of one word only, the Simple Present tense of *do* is used as the supporting auxiliary when you want to ask a question,

Do I tell lies?

Does she tell lies?

##### **Negative statements:**

You use *not* with the verb *do* when you want to make a negative statement, I do not tell lies.

She does not tell lies.

##### **Responses for questions:**

We may use *do* when we want to make a response.

Do you just work for three hours daily? — Yes, I do.

##### **Uses:**

Simple Present tense is used in the following instances:

##### 1) To express our thoughts and feelings at the present moment.

- I am awfully tired.

- I feel dizzy.

##### 2) In sentences that indicate the speaker's general belief or feeling.

- I like reading novels but my sister prefers reading magazines.

- I believe that he is a very wise man.

- I don't like fatty food.

- They both look alike.

3) To talk about habits or things that happen regularly. (When we talk about habits, we often add adverbs such as *often, always, usually, sometimes, or never*, or adverbial phrases such as *on Fridays* or *in the winter etc.*)

- Our lectures usually start at 8 a.m. and finish at 6 p.m.

- I don't usually take sugar with my coffee.
- What do you usually have for a snack?
- They often go to the mosque on Fridays.
- I wake up early every morning.

4) In statements of fact that are scientific truths or generally true.

- Water boils at 100 degrees Celsius.
- The earth is round.
- The sun sets in the west.

5) In statements of fact that are about a permanent state.

- We live in Damascus.
- His father works in Saudi Arabia.
- She plays the flute well.
- Syria produces cotton.

6) We sometimes choose the Simple Present for dramatic narrative to tell a story or describe an action vividly.

- He walks slowly to the checkout and puts his bag on the counter. - As the cashier opens the till he draws a gun...

7) We also use the Simple Present when we want to describe something that we have read in a book, or seen in a play or a film.

- The divorce rate, the writer says, is increasing due to many social problems.

- In the film, he plays the center character.

8) It is also used when giving a commentary on a sports event or public function.

- Becker takes the ball and passes it to Gray.

ii) **The Present Progressive Tense: Form and Uses**  
**Form**

**Statements:**

I am working at the moment.

He is working at the moment.

**Questions:**

Am I working?

Is she working?

**Negative statements:**

I am not working at the moment.

He is not working at the moment.

**Negative questions:**

Aren't I working?

Am I not working?

Is she not working?

Isn't she working?

*The positive contracted forms are:*

'm = am, I'm working right now.

's = is, He's working right now.

're = are, They're working right now.

*The negative contracted forms are:*

isn't = is not, He/she/it isn't working at the moment.

Aren't = are not, They/you/we/ aren't working at the moment.

Uses:

The present progressive is used for the following:

1) To talk about things that are happening now, at the time when we are talking.

- Mother's preparing lunch. I'm doing my homework, but my brother isn't doing anything.
- The children aren't studying. They're playing.
- We are having a meeting right now. I'll see you afterwards.
- My whole body is aching.
- I am feeling tense. I cannot concentrate on my work.

2) To talk about a temporary activity even if it is not happening at the time when we are talking.

- She is studying Arabic Literature at Damascus University.
- I'm saving to buy a new car.
- She is spending the summer in Lebanon.

3) To talk about a temporary situation in contrast to a permanent situation.

- I am living in Homs for the present.
- My grandparents live in Lebanon but they are visiting Syria this weekend.

4) To talk about a changing state or situation.

- My headache is getting better.
- The daylight is slowly fading.
- Big cities are changing.
- Her English is improving.
- The population in big cities is increasing.
- Infant mortality rate is decreasing.

5) To talk about a situation that can happen at any time.

- I wear my glasses when I'm watching television.
- I listen to classical music when I am studying.

6) To talk about habitual actions that take place regularly, especially those, which are new or temporary.

- You are smoking too many cigarettes nowadays.
- You are watching too much television these days.
- You are investing too much in this project.

7) We also use it to express annoyance. In this case one of the following adverbs is used with the verb: *always, forever, constantly, continually.*

- She's always coming in late to the lecture and disturbing everyone.

Some main verbs are not normally used in the progressive. These are generally verbs about states rather than actions. See appendix 2 for more details on non-progressive verbs.

I am writing. *But not: I am liking it*

I am not writing. *But not: I am not liking.*

### 3.2.2. Past Time to Present Time: Present Perfect and Present Perfect Progressive

#### i) The Present Perfect Tense: Form and Use

The Present Perfect tense is used to talk about events that are relevant to the present but that happened in the past. (The word 'perfect' here means 'before' and 'present perfect' means before the present)

#### Form:

##### Statements:

I have found it.

They've found it.

He has finished.

They've finished.

##### Questions:

Have they found it? — No, they haven't.

Has she finished yet? — No, she hasn't.

##### Negative statements:

I have not found it.

He has not finished.

Rula hasn't found her bracelet yet.

They haven't seen her.

##### The contracted forms are:

has = 's

have = 've

has not = hasn't

have not = haven't

#### Uses:

The Present Perfect is used in the following instances:

1) An action or emotion that started in the past and has continued into the present.

- We have lived in Damascus since 1992.

- I have thought about this problem several times. I still cannot find a

solution.

2) To indicate the number of times an action has been done or the number of things that have been done.

- I have revised my lessons several times.
- She has already solved six mathematics problems.

3) To indicate an action that started, or that failed to start, in the past, without mentioning a specific time.

- Her daughter has fallen ill.
- We have seen the ruins at Palmyra.
- She has enrolled at the university.
- Ann has not finished her composition.
- The teacher has not corrected our papers.
- Mum has cooked dinner.
- My sister has washed the dishes.

When the time is given, the simple past is used.

Her daughter fell ill **last week**.

We saw the ruins of Palmyra during **the summer holiday**.

**Yesterday**, he enrolled at the university.

Ann finished her composition **two days ago**.

The teacher corrected it **last night**.

• When used with **just** and **already**, the present perfect expresses an action that started in the past but finished recently or very close to the moment of speaking.

**A: Don't forget to pay the electricity bill!**

**B: I've already paid it. I've just returned home from the Electricity Board.**

The difference between **already** and **just** is that we use **just** if we want to show that the action has very recently been completed as is clear from the above example.

• If the event did not take place you can use **never**. If you want to check if it did take place, you can use **ever**.

- **Have you ever been to Egypt? — No, I have never been there.**

• In questions and negative sentences the Present Perfect can be used with **yet**, meaning 'at the time of speaking'.

- **Haven't you finished yet?**

- **Have you bought the tickets yet?**

• The present perfect is also to answer the question **How long...?** together with **for** to talk about a period of time, or with **since** to talk about duration from a point in time.

- **How long have you lived in Saudi Arabia?**

- **I have lived in Saudi Arabia for five years. — Since 1997.**

## ii) The Present Perfect Progressive Tense: Form and Uses

### Statements:

I **have been working** for hours. I've **been working** for hours.

She **has been working** for hours. She's **been working** for hours.

### Questions:

Have I been waiting? \_Yes, I have.

Has he been waiting? — No, he hasn't.

Have you been waiting long? No. I haven't.

### Negative statements:

I have not been working.

She has not been working.

### Uses

1) The present perfect progressive is used more than the present perfect for actions that are more recent in nature.

- Ahmad **has been making** a lot of money since he began his new job seven months ago.

- She **has been working** hard lately.

2) The present perfect progressive is used to emphasize the duration of an action, not the number of times an action has been done.

- I've **been reading** the papers for the past hour.

BUT I **have read** that magazine several times.

- I've **been trying** to solve this math problem all night.

BUT I **have solved** five problems already.

3) It is also used to talk about actions and states that began in the past and "are still continuing at the time of speaking or have only just finished.

- I **have been holding** this ladder for half an hour now. When are you going to come down?

- There you are! I **have been waiting** for hours!

4) The Present Perfect Progressive is also used for repeated actions.

- I **have been buying** my clothes here for years.

- I **have been jogging** for the past hour.

• We can use **for** and **since** with the progressive form in the same way as with the Present Perfect form.

- I **have been waiting** for her **since** she called.

- I **have been waiting** here **for** the past hour.

• Sometimes there is little difference between the meaning of the Present Perfect and the meaning of the Present Perfect Progressive when they are used for long-term actions.

### Compare:

- I **have been living** in London **since** I started work.

- I **have lived** in London **since** birth.

We usually choose the progressive form for more temporary actions or states and the Present Perfect form for more permanent ones.

Native speakers of English choose between the present perfect and the present perfect progressive depending on their desire to make the listener or reader *feel* the uninterrupted nature of an activity or to make the listener or reader *feel* the speaker's attitude or emotion toward the activity.

- I **have been waiting** for you for half an hour.
- I **have waited** for you for half an hour.

While both sentences are grammatically correct, a native speaker would probably say the first, which is more effective than the second if the speaker wants to express his or her annoyance at waiting so long. Which of the following sentences seems to indicate that the speaker is tired?

- I **have been reviewing** this chapter for three hours.
- I **have reviewed** this chapter for three hours.

We cannot use this tense with verbs such as **be**, **know**, and **like**, which are not used in progressive forms. See appendix 2 for more on non-progressive verbs.

The present perfect progressive is **not** used to express an action that is not continuous in nature. The present perfect is used instead.

Correct: I have finally returned the books to the library.

Incorrect: ~~I have finally been returning the books to the library~~

Correct: The plane has arrived. It's over there. (A plane arrives only once.)

Incorrect: ~~The plane has been arriving. It's over there.~~

### 3.2.3. Past Time: The Simple Past and the Past Progressive

#### i) The Simple Past Tense: Form and Uses

When talking about the past, an adjunct of time or other time expression is necessary to specify the particular time in the past you are referring to. The time reference can be established in a previous clause and the verbs in the following clauses are therefore put in the past tense.

#### Form

##### Statements:

I **worked** yesterday. She **worked** yesterday.

I **prayed** an hour ago. She **prayed** an hour ago.

##### Questions:

Because the Simple Past consists of one word only, the Simple Past tense of **do**, which is **did**, is used as the supporting auxiliary when you want to ask a question,

**Did** I work yesterday?

**Did** I lie to you?

**Did** she work yesterday?

**Did** it finish all the food?



### Negative statements:

We use not to make negative statements,

I **did not work** yesterday. He **did not work** yesterday.

I **did not go** yesterday. She **did not go** yesterday.

### Making responses:

Did you see Elizabeth today? — No, I didn't.

Did Elizabeth phone you? — Yes, she did.

### Uses

The simple past is used in the following instances:

1) **To describe actions that took place over a period of time in the past.**

- Dr. Kamel **taught** at Cairo University for thirty years.

2) **To describe single actions or actions of short duration in the past.**

- He **locked** the car and **went** into the house.

- I **met** my friend in college yesterday, and we **talked** for a few minutes.

3) **We also use the Simple Past for habitual actions in the past, often with *always, never, or often*.**

- In those days we **always went** to the mountains in the summer.

- We **walked daily** and that soon **made** us fit.

- We **often played** football during weekends.

- We **went swimming every week**.

4) **To refer to past actions where a definite time is mentioned. It is often used with a time expression such as *ago* or *last month*, when the action is seen as finished.**

- Last summer, we **went** to Algeria for a holiday.

- We **bought** our mobile phone a year ago.

- I **met** Laila a little while back.

5) **To refer to points where the main action is broken or when an action goes on during or alongside another. The rest of the sentence uses the Past Progressive tense to describe the past activity or action.**

- I **was watching** television **when** the children **came** home.

- We **were leaving** the house **when** the phone **rang**.

- Huda **was reading** the paper **while** the lunch **cooked**.

- Penny **was watching** television **as** she **ironed** her blouse.

• You can instead use two Simple Past verbs to indicate an action which goes on during or alongside another.

Huda **read** the paper **while** the lunch **cooked**.

Penny **watched** television **as** she **ironed** her blouse.

### ii) The Past Progressive Tense: Form and Uses

#### Form

#### Statements:

**I was working.**

But not: ~~I was liking it.~~

She **was working.**

They **were working.**

**Questions:**

Was I talking in class?

Was she talking in class?

Were you talking in class?

**Negative statements:**

**I was not working** yesterday. But not: ~~I was not liking it.~~

**We were not working** yesterday.

**We weren't working** yesterday.

**I wasn't working** either.

Some main verbs are not normally used in the progressive. These are generally verbs about states rather than feelings. See appendix 2 for more details.

**Uses**

The Past Progressive is used in the following instances:

**1) It is used with a time expression, such as at 7p.m., yesterday, etc.. to talk about an action that began before that time and finished after it. The exact length of time the action took is not important.**

She **was writing** her essay at nine o'clock. An hour later she **was handing** it in to the teacher.

**2) To talk about a longer action in contrast to a shorter action in the past.**

Note that for the shorter action we use the Simple Past tense.

- While I **was paying** for my things I **dropped** my purse.

- Susan **was still standing** in the queue when the film **began**.

- The students **were not sitting** in their places when the bell **rang**.

**3) To describe a scene in the past, especially in a story.**

It was a dreadful morning. The snow **was still falling**, the wind **was blowing**, and the cars **were skidding** on the icy roads.

**4) To talk about slow or gradual action in the past.**

- The sun **was setting**.

- The snow **was falling**.

- She made some coffee while her guests **were waiting**.

**5) To talk about two or more longer actions which took place over the same period of time in the past.**

They **were all making** the pizza. Jane **was chopping** the vegetables. Janet **was preparing** the dough, and Jenny **was shredding** the cheese.

**6) During a period of time, the past progressive is used to express the**

### Beginning and ending of an action.

- Every Friday from eight o'clock in the morning till four o'clock in the afternoon, we **were attending** the Open University lectures.

### 3.2.4. The Past Perfect Tense: Form and Uses

#### Form

##### Statements

I **had finished** my work. She **had finished** her work.

I **'d finished**. She **'d gone**.

They **had found** her. They **'d found** her.

##### Questions:

Had I gone? Had it gone?

Had the doctor arrived? — No, she hadn't.

##### Negative statements:

I had not gone. He had not gone

I had not finished. It had not worked.

##### Contracted forms:

The contracted forms are:

**had = 'd**      **had not = hadn't**

#### Uses

The Past Perfect tense goes one step further back into the past than the Present Perfect. (The word 'perfect' means 'before', and past perfect means before the past)

- **Had you ever seen her before then? — No, I hadn't.**

Just as the Present Perfect tense is used to talk about a recently completed action, The Past Perfect tense is used to talk about an action that took place in the past before something else took place.

##### Present perfect

- I **have just made** some fresh orange juice. Would you like some?

##### Past perfect

- She **had just made** some orange juice when I arrived, so I stayed and drank some.

• The Past Perfect tense is used with a time expression such as **always or for several days** etc.. to talk about an action that began before another action in the past and continued up to the time of the second action and Perhaps even beyond that time.

- We **had wanted** to visit Turkey **for a long time**, so last year we went there for our holiday.

- Ahmad **had known** my brother **for two years** before I met him.

### 3.2.5. The Past Perfect Progressive Tense: Form and Use Form

#### Statements:

I **had been working** for days. I **'d been working** for days.

She **had been working** for days. She **'d been working** for days.

#### Questions:

Had I been working long, she asked?  
Had he been working long?  
Had you been working long? No, I hadn't.

**Negative statements:**

I had not been working.  
She had not been working.  
They hadn't been working.

**Uses:**

1) The Past Perfect Progressive tense is used to talk about an action which began before another action in the past and either continued up to the time of the second action, or was completed before the second action happened.

- She had been looking at the book for some time before she realized that it was her friend's.
- I had been studying and then I decided to go for a walk to clear my mind.
- We had been cleaning the house for hours, so we felt quite pleased with ourselves.

2) The Past Perfect Progressive is often used to talk about a repeated action

- She had been trying to telephone her mother all day

Thank You

...

Wish you all the best

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