

Basic English Review

Unit 5

The Time of Verbs

Objectives

- To recognize and use the present, past, and future tenses of verbs
- To recognize and use the perfect tenses of verbs
- To recognize and use verbs according to person, number, tense, and voice
- To recognize and use topic sentences

Section 13

Present Tense

- Verbs are used to express the time at which events occur.
- Some events take place in the present, some took place in the past, and others will take place in the future.
- The form of a verb that is used to indicate the time of an event is called **tense**.

Section 13 Present Tense

Verbs in the Present Tense

- The **present tense** tells what is happening now.
- It is also used to indicate habitual action and to express a general truth.
 - Kelly climbs the hill rapidly.
 - climbs—present tense because the subject *Kelly* is doing it now
 - Every Saturday, Dale rents some new DVDs.
 - rents—present tense because it indicates habitual action

Section 13 Present Tense

Verbs in the Present Tense

- To form the present tense of most verbs, use the verb in its original form for all persons except the third-person singular.
- In the third-person singular, add *s* to the verb.

	Singular	Plural
1st person	I share	we share
2nd person	you share	you share
3rd person	he, she, it shares	they share

Section 13 Present Tense

Verbs in the Present Tense

- For verbs ending in *y* preceded by a consonant, change the *y* to *i* and add *es* (*hurry/hurries*).
- For verbs ending in *s*, *ch*, or *sh*, add *es* (*kiss/kisses*, *reach/reaches*, *rush/rushes*).



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Section 13 Present Tense

The Verb *Be* in the Present Tense

	Singular	Plural
1st person	I am	we are
2nd person	you are	you are
3rd person	he, she, it is	they are

Section 13 Present Tense

The Verb *Have* in the Present Tense

	Singular	Plural
1st person	I have	we have
2nd person	you have	you have
3rd person	he, she, it has	they have

Section 13 Present Tense

The Verb *Do* in the Present Tense

	Singular	Plural
1st person	I do	we do
2nd person	you do	you do
3rd person	he, she, it does	they do

Section 13

Present Tense

- If the underlined verb is incorrect, correct it.
 - Gina usually studys in the coffee shop.
 - The gazelles are over there.
 - Eric has all the symptoms.
 - He don't understand the instructions.

Section 14 Past Tense

Verbs in the Past Tense

- The **past tense** tells what has already happened.
- The past tense of most verbs is formed by adding *ed* to the verb.
 - In a meeting yesterday, Mr. Brock confirmed the news.
 - confirmed—past tense of the verb *confirm*—tells that the subject *Mr. Brock* has already completed the act of confirming

Verbs in the Past Tense

- For verbs ending in *y* preceded by a consonant, change the *y* to *i* and add *ed* (*worry/worried*).
- For one-syllable verbs ending in a consonant preceded by a short vowel, double the final consonant before adding *ed* (*zip/zipped*).
- Do the same for two-syllable verbs in which the second syllable is accented (*prefer/preferred*).

Section 14 Past Tense

The Verb *Be* in the Past Tense

	Singular	Plural
1st person	I was	we were
2nd person	you were	you were
3rd person	he, she, it was	they were

Section 14 Past Tense

The Verb *Have* in the Past Tense

	Singular	Plural
1st person	I had	we had
2nd person	you had	you had
3rd person	he, she, it had	they had

Section 15

Future Tense

- The **future tense** tells what will happen in the time to come.
- To express the future, use the helping verb *will* before the main verb in all persons except in questions.
- For the first person (*I, we*) in questions, use the helping verb *shall* before the main verb.

Present and Future Tenses

- If the underlined verb is incorrect, correct it.
 - Sam learned all the new terms.
 - The incident occured this morning.
 - You was at the copy store.
 - We shall meet you in the lobby.
 - They had quesadillas for dinner.

Present Perfect Tense

- The **present perfect tense** is used to show that something started in the past and has continued to the present.
- It is also used to show that an action was completed recently or at some indefinite time in the past.
 - We have discussed the options for two hours.
 - have discussed—present perfect tense—indicates an action that started in the past and that has continued to the present

Section 16 Perfect Tenses

Present Perfect Tense

- The present perfect tense is formed by using the present tense of the verb *have* before the past participle of the main verb.

	Singular	Plural
1st person	I have returned	we have returned
2nd person	you have returned	you have returned
3rd person	he, she, it has returned	they have returned

Section 16 Perfect Tenses

Past Perfect Tense

- The **past perfect tense** refers to something that was completed in the past before another past action or event.
- It is formed by using *had* with the past participle of the main verb.
 - Julie walked because she had used her last bus token the day before.
 - had used—past perfect tense—indicates an action that was completed before another past action

Section 16 Perfect Tenses

Future Perfect Tense

- The **future perfect tense** is used when an action begun at any time will be completed by or before a specific time in the future.
- It is formed by using *will have* with the past participle of the main verb.
- Use *shall have* instead of *will have* for the first person in questions.
 - By this time next week, I will have finished my exams.
 - will have finished—future perfect tense—indicates an action that will be completed by a specific time in the future

Section 16

Perfect Tenses

- Indicate the correct perfect tense form of the verb.
 - We finish by the time he arrived.
 - By the time the store opens, we complete the inventory.
 - Carlos replace the batteries before he left

Conjugation of Verbs

- All verbs have three basic forms, which are called their **principal parts**.
- From these basic forms, you can make up the tense of any verb.

Verb	Past Tense	Past Participle
follow	followed	followed
press	pressed	pressed

Section 17 Conjugation, Voice, and Irregular Verbs

Conjugation of Verbs

Here is how you can use the principal parts to form different tenses:

Present tense	The verb, with s added in the third-person singular
Present perfect tense	<i>Have or has</i> plus the past participle
Past tense	The past tense of the verb
Past perfect tense	<i>Had</i> plus the past participle
Future tense	<i>Shall or will</i> plus the verb
Future perfect tense	<i>Shall have or will have</i> plus the past participle

Section 17 Conjugation, Voice, and Irregular Verbs

Voice

- A verb is in the **active voice** when the subject performs the action.
 - Sunita ran across the parking lot.
 - ran—active voice—the subject *Sunita* performed the action
- A verb is in the **passive voice** when the action is done to the subject by something or someone else.
 - Deke was admitted to the hospital.
 - was admitted—passive voice—action was done to the subject *Deke* by someone else

Section 17 Conjugation, Voice, and Irregular Verbs

Voice

- Use the active voice most of the time.
- Use the passive voice
 - When you don't know, or when it doesn't matter, who performed the action
 - To emphasize the receiver of an action
 - To avoid sounding as if you are assigning blame

Section 17 Conjugation, Voice, and Irregular Verbs

Voice

- Write two sentences in the active voice and two sentences in the passive voice.

Principal Parts of Irregular Verbs

- **Irregular verbs** (such as *be*, *do*, *have*, and *go*) do not follow the rules for forming the past tense and the past participle.
- They are, however, the most-used verbs in the English language.
- Learning them involves practice and memorization.