

I have done (present perfect 1)

A



His shoes are dirty.



He is cleaning his shoes.



He **has cleaned** his shoes.
(= his shoes are clean *now*)



They are at home.



They are going out.



They **have gone** out.
(= they are not at home *now*)

B

has cleaned / have gone etc. is the *present perfect* (**have** + *past participle*):

I	have ('ve)	cleaned	} <i>regular verbs</i>
we	have not (haven't)	finished	
you		started	
they		lost	} <i>irregular verbs</i>
he	has ('s)	done	
she	has not (hasn't)	been	
it		gone	

↑
past participle

Regular verbs The past participle is **-ed** (the same as the past simple):

clean → I **have cleaned** **finish** → we **have finished** **start** → she **has started**

Irregular verbs The past participle is not **-ed**.

Sometimes the past simple and past participle are the same:

buy → I **bought** / I **have bought** **have** → he **had** / he **has had**

Sometimes the past simple and past participle are different:

break → I **broke** / I **have broken** **see** → you **saw** / you **have seen**
fall → it **fell** / it **has fallen** **go** → they **went** / they **have gone**

C

We use the present perfect for *an action in the past* with a result *now*:

- I've **lost** my passport. (= I can't find my passport *now*)
- 'Where's Rebecca?' 'She's **gone** to bed.' (= she is in bed *now*)
- We've **bought** a new car. (= we have a new car *now*)
- It's Rachel's birthday tomorrow and I **haven't bought** her a present. (= I don't have a present for her *now*)
- 'Bob is away on holiday.' 'Oh, where **has he gone**?' (= where is he *now*?)
- Can I take this newspaper? **Have you finished** with it? (= do you need it *now*?)

15.1 Look at the pictures. What has happened? Choose from the box.

go to bed	clean his shoes	stop raining
close the door	fall down	have a shower

	before	→	now	
1		→		He has cleaned his shoes.
2		→		She
3		→		They
4		→		It
5		→		He
6		→		The

15.2 Complete the sentences with a verb from the box.

break	buy	decide	finish	forget	go	go
invite	read	see	not/see	take	tell	not/tell

- 'Can I have a look at your newspaper?' 'Yes, I *'ve finished* with it.'
- I some new shoes. Do you want to see them?
- 'Where is Liz?' 'She's not here. She out.'
- I'm looking for Paula. you her?
- Look! Somebody that window.
- 'Does Lisa know that you're going away?' 'Yes, I her.'
- I can't find my umbrella. Somebody it.
- 'Where are my glasses?' 'I don't know. I them.'
- I'm looking for Sarah. Where she ?
- I know that woman, but I her name.
- Sue is having a party tonight. She a lot of people.
- What are you going to do? you ?
- A: Does Bill know about the meeting tomorrow?
B: I don't think so. I him.
- 'Do you want this magazine?' 'No, I it, thanks.'

I've just ... I've already ... I haven't ... yet (present perfect 2)

A I've just ...

just = a short time ago

- A: Are Diane and Paul here?
B: Yes, they've **just arrived**.
- A: Are you hungry?
B: No, I've **just had** dinner.
- A: Is Tom here?
B: No, I'm afraid he's **just gone**.
(= he **has** just gone)



They **have just arrived**.

B I've already ...

already = before you expected / before I expected

- A: What time are Diane and Paul coming?
B: They've **already arrived**.
(= before you expected)
- It's only 9 o'clock and Anna **has already gone** to bed. (= before I expected)
- A: Jon, this is Emma.
B: Yes, I know. We've **already met**.



C I haven't ... yet / Have you ... yet?

yet = until now

We use **yet** in negative sentences and questions. **Yet** is usually at the end.

yet in negative sentences (**I haven't ... yet**)

- A: Are Diane and Paul here?
B: No, they **haven't arrived yet**.
(but B expects Diane and Paul to arrive soon)
- A: Does James know that you're going away?
B: No, I **haven't told him yet**.
(but B is going to tell him soon)
- Silvia has bought a new dress, but she **hasn't worn** it yet.



The film **hasn't started yet**.

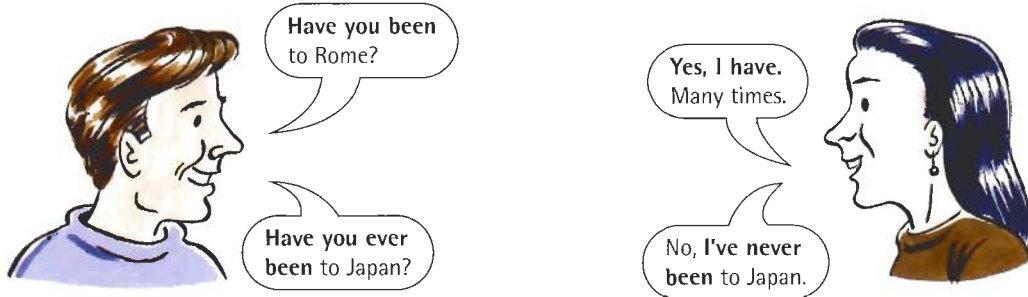
yet in questions (**Have you ... yet?**)

- A: **Have** Diane and Paul **arrived yet**?
B: No, not yet. We're still waiting for them.
- A: **Has** Nicole **started** her new job **yet**?
B: No, she starts next week.
- A: This is my new dress.
B: Oh, it's nice. **Have you worn** it yet?

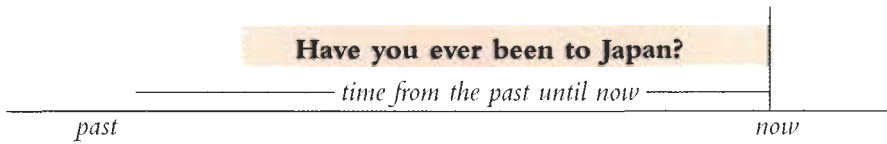


Have you ever ... ? (present perfect 3)

A



We use the *present perfect* (**have been / have had / have played** etc.) when we talk about a time from the past until now – for example, a person's life:



- 'Have you **been** to France?' 'No, I **haven't**.'
- I've **been** to Canada, but I **haven't been** to the United States.
- Mary is an interesting person. She **has had** many different jobs and **has lived** in many places.
- I've **seen** that woman before, but I can't remember where.
- How many times **has** Brazil **won** the World Cup?
- 'Have you **read** this book?' 'Yes, I've **read** it twice.' (**twice** = two times)

B

present perfect + **ever** (in questions) and **never**:

- 'Has Ann **ever been** to Australia?' 'Yes, once.' (**once** = one time)
- 'Have you **ever played** golf?' 'Yes, I play a lot.'
- My sister **has never travelled** by plane.
- I've **never ridden** a horse.
- 'Who is that man?' 'I don't know. I've **never seen** him before.'

C

gone and been



Bill **has gone** to Spain.
(= he is in Spain *now*)

Bill **has been** to Spain.
(= he went to Spain, but now he is back)

Compare:

- I can't find Susan. Where **has** she **gone**? (= where is she now?)
- Oh, hello Susan! I was looking for you. Where **have** you **been**?

17.1 You are asking Helen questions beginning **Have you ever ... ?**
Write the questions.



Helen

- 1 (London?)
- 2 (play / golf?)
- 3 (Australia?)
- 4 (lose / your passport?)
- 5 (fly / in a helicopter?)
- 6 (win / a race?)
- 7 (New York?)
- 8 (drive / a bus?)
- 9 (break / your leg?)

Have you ever been to London?
Have you ever played golf?
Have

No, never.
Yes, many times.
Yes, once.
No, never.
Yes, a few times.
No, never.
Yes, twice.
No, never.
Yes, once.

17.2 Write sentences about Helen. (Look at her answers in Exercise 17.1.)

- 1 (New York) *She's been to New York twice.*
- 2 (Australia) She
- 3 (win / a race)
- 4 (fly / in a helicopter)

Now write about yourself. How often have you done these things?

- 5 (New York) I
- 6 (play / tennis)
- 7 (drive / a lorry)
- 8 (be / late for work or school)

17.3 Mary is 65 years old. She has had an interesting life. What has she done?



Mary

~~have~~ be
do write
travel meet

all over the world a lot of interesting things
~~many different jobs~~ a lot of interesting people
ten books married three times

- 1 *She has had many different jobs.*
- 2 She
- 3
- 4
- 5
- 6

17.4 Write **gone** or **been**.

- 1 Bill is on holiday at the moment. He's *gone* to Spain.
- 2 'Where's Jane?' 'She's not here. I think she's to the bank.'
- 3 Hello, Sue. Where have you? Have you to the bank?
- 4 'Have you ever to Mexico?' 'No, never.'
- 5 My parents aren't at home at the moment. They've out.
- 6 There's a new restaurant in town. Have you to it?
- 7 Rebecca knows Paris well. She's there many times.
- 8 Helen was here earlier, but I think she's now.

How long have you ... ? (present perfect 4)

A

Jane is on holiday in Ireland.
She is there now.

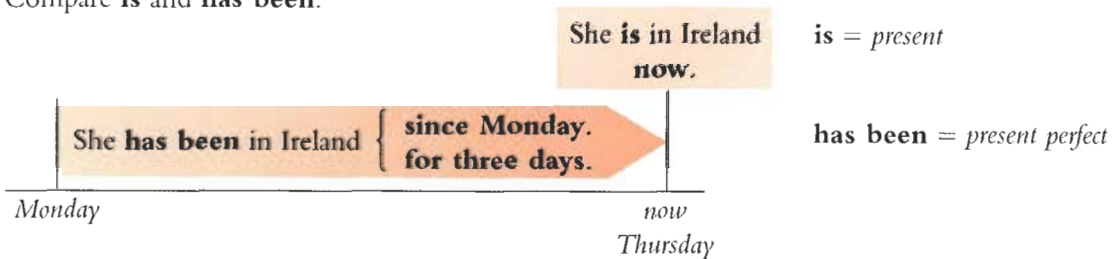
She arrived in Ireland on Monday.
Today is Thursday.

How long **has she been** in Ireland?

She **has been** in Ireland { **since Monday.**
for three days.



Compare **is** and **has been**:



B

Compare:

present simple

Dan and Kate **are** married.

Are you married?

Do you **know** Lisa?

I know Lisa.

Vicky **lives** in London.

I have a car.

present perfect simple (have been / have lived / have known etc.)

They **have been** married **for five years.**

(not They are married for five years.)

How long have you been married?

(not How long are you married?)

How long have you known her?

(not How long do you know her?)

I've known her **for a long time.**

(not I know her for ...)

How long has she lived in London?

She **has lived** there **all her life.**

How long have you had your car?

I've had it **since April.**

present continuous

I'm learning German.

David **is watching** TV.

It's **raining.**

present perfect continuous (have been + -ing)

How long have you been learning German?

(not How long are you learning German?)

I've been learning German **for two years.**

How long has he been watching TV?

He's **been** (= He **has been**) **watching** TV **since 5 o'clock.**

It's **been** (= It **has been**) **raining** **all day.**

18.1 Complete these sentences.

- Jane is in Ireland. She has been in Ireland since Monday.
- I know Lisa. I have known her for a long time.
- Sarah and Andy are married. They married since 1999.
- Brian is ill. He ill for the last few days.
- We live in Scott Road. We there for a long time.
- Catherine works in a bank. She in a bank for five years.
- Alan has a headache. He a headache since he got up this morning.
- I'm learning English. I English for six months.

18.2 Make questions with How long ... ?

1	Jane is on holiday.	How long <u>has she been on holiday</u>	?
2	Scott and Judy are in Brazil.	How long	?
3	I know Amy.	How long you	?
4	Diana is learning Italian.	?
5	My brother lives in Canada.	?
6	I'm a teacher.	?
7	It is raining.	?

18.3



Look at the pictures and complete the sentences with:

for ten minutes	all day	all her life
for ten years	since he was 20	since Sunday

- They have been married for ten years.
- She
- They
- The sun
- She
- He

18.4 Which is right?

- Mark ~~lives~~ / has lived in Canada since April. (has lived is right)
- Jane and I are friends. I know / I've known her very well.
- Jane and I are friends. I know / I've known her for a long time.
- A: Sorry I'm late. How long are you waiting / have you been waiting?
B: Not long. Only five minutes.
- Martin works / has worked in a hotel now. He likes his job a lot.
- Ruth is reading the newspaper. She is reading / She has been reading it for two hours.
- 'How long do you live / have you lived in this house?' 'About ten years.'
- 'Is that a new coat?' 'No, I have / I've had this coat for a long time.'
- Tom is / has been in Spain at the moment. He is / He has been there for the last three days.

for since ago

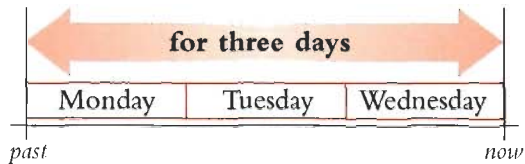
A

for and since

We use **for** and **since** to say *how long*:

- Jane is in Ireland. She **has been** there **for three days**.
 Jane is in Ireland. She **has been** there **since Monday**.

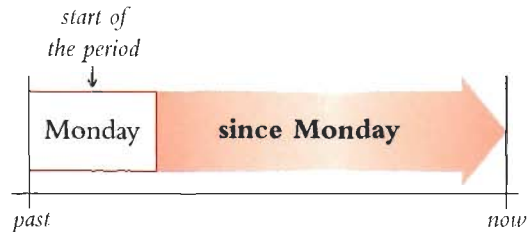
We use **for** + a period of time
(**three days** / **two years** etc.):



for	
three days	ten minutes
an hour	two hours
a week	four weeks
a month	six months
five years	a long time

- Richard has been in Canada **for six months**. (*not since six months*)
 We've been waiting **for two hours**. (*not since two hours*)
 I've lived in London **for a long time**.

We use **since** + the start of the period
(**Monday** / **9 o'clock** etc.):



since	
Monday	Wednesday
9 o'clock	12.30
24 July	Christmas
January	I was ten years old
1985	we arrived

- Richard has been in Canada **since January**. (= from January to now)
 We've been waiting **since 9 o'clock**. (= from 9 o'clock to now)
 I've lived in London **since I was ten years old**.

B

ago

ago = before now:

- Susan started her new job **three weeks ago**. (= three weeks before now)
 'When did Tom go out?' '**Ten minutes ago**.' (= ten minutes before now)
 I had dinner **an hour ago**.
 Life was very different **a hundred years ago**.

We use **ago** with the *past* (**started/did/had/was** etc.).

Compare **ago** and **for**:

- When did** Jane **arrive** in Ireland?
 She **arrived** in Ireland **three days ago**.
 How long has she **been** in Ireland?
 She **has been** in Ireland **for three days**.

19.1 Write for or since.

- Jane has been in Ireland since Monday.
- Jane has been in Ireland for three days.
- My aunt has lived in Australia 15 years.
- Jennifer is in her office. She has been there 7 o'clock.
- India has been an independent country 1947.
- The bus is late. We've been waiting 20 minutes.
- Nobody lives in those houses. They have been empty many years.
- Michael has been ill a long time. He has been in hospital October.

19.2 Answer these questions. Use ago.

- When was your last meal? Three hours ago.
- When was the last time you were ill?
- When did you last go to the cinema?
- When was the last time you were in a car?
- When was the last time you went on holiday?

19.3 Complete the sentences. Use for or ago with these words.

- Jane arrived in Ireland three days ago. (three days)
- Jane has been in Ireland for three days. (three days)
- Lynn and Mark have been married (20 years)
- Lynn and Mark got married (20 years)
- Dan arrived (an hour)
- I bought these shoes (a few days)
- Silvia has been learning English (six months)
- Have you known Lisa ? (a long time)

19.4 Complete the sentences with for or since.

- (Jane is in Ireland – she arrived there three days ago)
Jane has been in Ireland for three days.
- (Jack is here – he arrived on Tuesday)
Jack has
- (It's raining – it started an hour ago)
It's been
- (I know Sue – I first met her in 2002)
I've
- (Claire and Matthew are married – they got married six months ago)
Claire and Matthew have
- (Liz is studying medicine at university – she started three years ago)
Liz has
- (David plays the piano – he started when he was seven years old)
David has

19.5 Write sentences about yourself. Begin your sentences with:

I've lived ... I've been ... I've been learning ... I've known ... I've had ...

- I've lived in this town for three years.
-
-
-
-

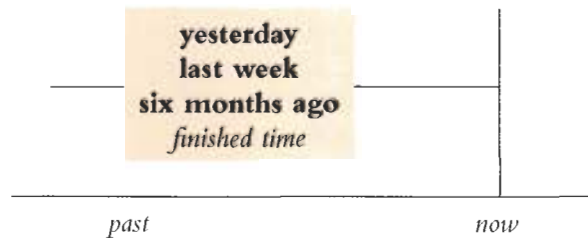
I have done (present perfect) and I did (past)

A

With a *finished time* (yesterday / last week etc.), we use the past (arrived/saw/was etc.):

past + *finished time*

We arrived	yesterday. last week. at 3 o'clock. in 2002. six months ago.
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Do *not* use the present perfect (**have arrived / have done / have been** etc.) with a finished time:

- I **saw** Paula **yesterday**. (*not* I have seen)
- Where **were** you **on Sunday afternoon**? (*not* Where have you been)
- We **didn't have** a holiday **last year**. (*not* We haven't had)
- 'What **did** you **do last night**?' 'I **stayed** at home.'
- William Shakespeare **lived from 1564 to 1616**. He **was** a writer. He **wrote** many plays and poems.

Use the past to ask **When ... ?** or **What time ... ?**:

- When did** you **buy** your computer? (*not* When have you bought?)
- What time did** Andy **go** out? (*not* What time has Andy gone out)

B

Compare:

present perfect

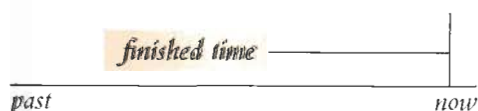
- I **have lost** my key.
(= I can't find it *now*)
- Ben **has gone** home.
(= he isn't here *now*)
- Have** you **seen** Kate?
(= where is she *now*?)



- Have** you **ever been** to Spain?
(= in your life, until *now*)
- My friend is a writer. He **has written** many books.
- The letter **hasn't arrived** yet.
- We've **lived** in Singapore for six years.
(= we live there *now*)

past

- I **lost** my key **last week**.
- Ben **went** home **ten minutes ago**.
- Did** you **see** Kate **on Saturday**?



- Did** you **go** to Spain **last year**?
- Shakespeare **wrote** many plays and poems.
- The letter **didn't arrive yesterday**.
- We **lived** in Glasgow for six years, but now we live in Singapore.

20.1 Complete the answers to the questions.

- 1 Have you seen Kate?
- 2 Have you started your new job?
- 3 Have your friends arrived?
- 4 Has Sarah gone away?
- 5 Have you worn your new suit?

- Yes, I saw her five minutes ago.
 Yes, I last week.
 Yes, they at 5 o'clock.
 Yes, on Friday.
 Yes, yesterday.

20.2 Are these sentences OK? Correct the verbs that are wrong. (The verbs are underlined.)

- 1 I've lost my key. I can't find it. OK
- 2 Have you seen Kate yesterday? Did you see
- 3 I've finished my work at 2 o'clock.
- 4 I'm ready now. I've finished my work.
- 5 What time have you finished your work?
- 6 Sue isn't here. She's gone out.
- 7 Steve's grandmother has died two years ago.
- 8 Where have you been last night?

20.3 Put the verb in the present perfect or past.

- 1 My friend is a writer. He has written (write) many books.
- 2 We didn't have (not/have) a holiday last year.
- 3 I (play) tennis yesterday afternoon.
- 4 What time (you/go) to bed last night?
- 5 (you/ever/meet) a famous person?
- 6 The weather (not/be) very good yesterday.
- 7 Kathy travels a lot. She (visit) many countries.
- 8 I (switch) off the light before going out this morning.
- 9 I live in New York now, but I (live) in Mexico for many years.
- 10 'What's Canada like? Is it beautiful?' 'I don't know. I (not/be) there.'

20.4 Put the verb in the present perfect or past.

- | |
|--|
| <p>1 A: <u>Have you ever been</u> (you/ever/be) to Florida?
 B: Yes, we <u>went</u> (go) there on holiday two years ago.
 A: (you/have) a good time?
 B: Yes, it (be) great.</p> |
| <p>2 A: Where's Alan? (you/see) him?
 B: Yes, he (go) out a few minutes ago.
 A: And Rachel?
 B: I don't know. I (not/see) her.</p> |
| <p>3 Rose works in a factory. She (work) there for six months.
 Before that she (be) a waitress in a restaurant. She
 (work) there for two years, but she
 (not/enjoy) it very much.</p> |
| <p>4 A: Do you know Martin's sister?
 B: I (see) her a few times, but I
 (never/speak) to her. (you/ever/speak) to her?
 A: Yes. I (meet) her at a party last week. She's very nice.</p> |

UNIT 15

15.1

- 2 She has/She's closed the door.
- 3 They have/They've gone to bed.
- 4 It has/It's stopped raining.
- 5 He has/He's had a shower.
- 6 The picture has fallen down.

15.2

- 2 've bought / have bought
- 3 's gone / has gone
- 4 Have you seen
- 5 has broken
- 6 've told / have told
- 7 has taken
- 8 haven't seen
- 9 has she gone
- 10 've forgotten / have forgotten
- 11 's invited / has invited
- 12 Have you decided
- 13 haven't told
- 14 've read / have read

UNIT 16

16.1

- 2 He's/He has just got up.
- 3 They've/They have just bought a car.
- 4 The race has just started.

16.2

- 2 they've/they have already seen it.
- 3 I've/I have already phoned him.
- 4 He's/He has already gone (away).
- 5 I've/I have already read it.
- 6 She's/She has already started (it).

16.3

- 2 The bus has just gone.
- 3 The train hasn't left yet.
- 4 He hasn't opened it yet.

- 5 They've/They have just finished their dinner.
6 It hasn't stopped raining yet.

16.4

- 2 Have you met your new neighbours yet?
3 Have you paid your phone bill yet?
4 Has Tom/he sold his car yet?

UNIT 17**17.1**

- 3 Have you ever been to Australia?
4 Have you ever lost your passport?
5 Have you ever flown in a helicopter?
6 Have you ever won a race?
7 Have you ever been to New York?
8 Have you ever driven a bus?
9 Have you ever broken your leg?

17.2*Helen:*

- 2 She's/She has been to Australia once.
3 She's/She has never won a race.
4 She's/She has flown in a helicopter a few times.

You (example answers):

- 5 I've/I have never been to New York.
6 I've/I have played tennis many times.
7 I've/I have never driven a lorry.
8 I've/have been late for work a few times.

17.3

2-6

- She's/She has done a lot of interesting things.
She's/She has travelled all over the world. *or*
She's/She has been all over the world.
She's/She has been married three times.
She's/She has written ten books.
She's/She has met a lot of interesting people.

17.4

- 2 gone
3 been ... been
4 been
5 gone
6 been
7 been
8 gone

UNIT 18**18.1**

- 3 have been
4 has been
5 have lived / have been living
6 has worked / has been working
7 has had
8 have been learning

18.2

- 2 How long have they been there? *or* ... been in Brazil?
3 How long have you known her? *or* ... known Amy?
4 How long has she been learning Italian?
5 How long has he lived in Canada? / How long has he been living ... ?
6 How long have you been a teacher?
7 How long has it been raining?

18.3

- 2 She has lived in Wales all her life.
3 They have been on holiday since Sunday.
4 The sun has been shining all day.
5 She has been waiting for ten minutes.
6 He has had a beard since he was 20.

18.4

- 2 I know
3 I've known
4 have you been waiting
5 works
6 She has been reading
7 have you lived
8 I've had
9 is ... He has been

UNIT 19**19.1**

- 3 for 6 for
4 since 7 for
5 since 8 for ... since

19.2*Example answers:*

- 2 A year ago.
3 A few weeks ago.
4 Two hours ago.
5 Six months ago.

19.3

- 3 for 20 years
4 20 years ago
5 an hour ago
6 a few days ago
7 for six months
8 for a long time

19.4

- 2 Jack has been here since Tuesday.
3 It's been raining for an hour.
4 I've known Sue since 2002.
5 Claire and Matthew have been married for six months.
6 Liz has been studying medicine (at university) for three years.
7 David has played / David has been playing the piano since he was seven years old.

19.5*Example answers:*

- 1 I've lived in ... all my life.
2 I've been in the same job for ten years.
3 I've been learning English for six months.
4 I've known Chris for a long time.
5 I've had a headache since I got up this morning.

UNIT 20**20.1**

- 2 I started (it)
3 they arrived
4 she went (away)
5 I wore it

Key to Exercises

20.2

- 3 I finished
- 4 OK
- 5 did you finish
- 6 OK
- 7 (Steve's grandmother)
died
- 8 Where were you / Where
did you go

20.3

- 3 played
- 4 did you go
- 5 Have you ever met
- 6 wasn't
- 7 's/has visited
- 8 switched
- 9 lived
- 10 haven't been

20.4

- 1 Did you have
was
- 2 Have you seen
went
haven't seen
- 3 has worked / has been
working
was
worked
didn't enjoy
- 4 've/have seen
've/have never spoken
Have you ever spoken
met

t

l