Tense :- A form of a verb that shows if something happens in the Past, Present or future.

Tense

Present   Past   Future

Types of each tense

1. Indefinite 2. Continuous 3. Perfect and 4. Perfect Continuous

Tenses at a Glance

Tenses	Usage	Words of Identification	Sentence formation
Present Indefinite Tense	To express routine, habits facts, universal truth, Processes	always, seldom daily, everyday etc.	Affirmative Sentences Sub + (V1 + s/es) + object. Sub (P) + V1 + object Negative Sentences Sub + do/does + not + V1 + obj. Interrogative Sentences Do/Does + Sub + V1 + obj. + ?

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Tense	Usage	Word of Identification	Sentence formation
Present Continuous	To express continu-ity of action in present.	at this time, now, Still	**Affirmative Sentences** Sub + is/am/are + V1+ing + object. **Negative Sentences** Sub + is/am/are + not + (V1+ing) + obj. **Interrogative Sentence** Is/am/are + Sub + V1+ing + object?
Present Perfect	To express completion of an action in present/recent past.	Yet, So far	**Affirmative Sentences** Sub + has/have + V3 + object. **Negative Sentences** Sub + has/have not + V3 + object. **Interrogative Sentences** Has/Have + Sub + V3 + object.
Present Perfect Continuous	To express the completion and continuity of an action	Since/for + time	**Affirmative Sentences** Sub + has/have + been + V1+ing + obj. + Since/for + time **Negative Sentences** Sub + has/have + not + been + V1+ing + object + Since/for + time. **Interrogative Sentences** Has/have + Sub + been + (V1+ing) + object + Since/for + time?
Past Indefinite	To express an action of distant past.	Yesterday, last year, ago, etc.	**Aff. Sentences** Sub + V2 + object. **Neg. Sentences** Sub + did not + V1 + object **Interrogative Sentences** Did + Sub + V1 + object?
Past Continuous	To express conti-nuity of an action in the past.	Yesterday at this time, while, when etc.	**Aff. Sentences** Sub + was/were + (V1+ing) + object. **Negative Sentences** Sub + was/were + not + (V1+ing) + obj. **Interrogative Sentences** Was/were + Sub + (V1+ing) + object?
Past Perfect	To express Completion of action before another action of the past.	before, after	**Aff. Sentences** Sub + had + V3 + object. **Neg. Sentences** Sub + had not + V3 + object. **Interrogative Sentences** Had + Sub + V3 + object?

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Tense	Usage	Word of Identification	Sentence formation
Past Perfect Continuous	To express Completion of action as well as Continuity of action in the past.	Since / for + time	**Aff. Sentences** Sub + had been + (VI + ing) + object + Since / for + time. **Neg. Sentences** Sub + had not been + (VI + ing) + object + Since / for + time **Interrogative Sentences** Had + Sub + been + (VI + ing) + obj + Since / for + time ?
Future Indefinite	To express an action in the future	tomorrow, next	**Aff. Sentences** Sub + will / shall + VI + object. **Neg. Sentences** Sub + will / shall + not + VI + object. **Int. Sentences** Will / shall + Sub + VI + obj ?.
Future Continuous	To express Continuity of an action in the future	tomorrow, at this time, etc.	**Aff. Sentences** Sub + will / shall + be + (VI + ing) + object. **Neg. Sentences** Sub + will / shall not + be + VI + ing + object. **Int. Sentences** Will / shall + Sub + be + VI + ing + object ?
Future Perfect	To express the Completion of an action in the future	before / after	**Aff. Sentences** Sub + will / shall + have + V3 + obj. **Neg Sentences** Sub + will / shall / not + have + V3 + object. **Int. Sentences** Will / shall + Sub + have + V3 + obj ?
Future Perfect Continuous	To express the Completion of an action as well as Continuity of an action in the future.	Since / for + time	**Aff. Sentences** Sub + will / shall have + VI + ing + obj, + Since / for + time **Neg Sentences** Sub + will / shall not + have + been + VI + ing + obj. + Since / for + time **Int. Sentences** Will / shall + Sub + have been + (VI + ing) + object + Since / for + time ?

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15. Fill in the blanks with the correct form of verbs given in brackets.

(a) Once there (a) .... (live) a man (b) .... (name) Ramu. He (c) .... (serve) the king at the royal court but the king (d) .... (dismiss) him from service on grounds of treachery not (e) .... (know) that he was falsely (f) .... (accuse) but Ramu (g) .... (catch) the real thief and (h) .... (present) him to the king who took Ramu back in service.

(b) Kunal (a) .... (be) an appointment with the doctor but he (b) .... (run) an hour late. I (c) .... (ask) him to (d) .... (call) up the doctor and (e) .... (inform) him of the delay. So Kunal (f) .... (call) up the doctor, but the doctor's assistant (g) .... (tell) that the doctor himself (h) .... (want) the appointment delayed.

(c) Chip and Dale (a) .... (be) best of friends. Everywhere they (b) .... (go) they went together. The village (c) .... (call) them nail and hammer for one (d) .... (be) useless without the other. Chip (e) .... (know) how to (f) .... (hammer) a nail to the door whereas Dale (g) .... (hold) the nail to the door and together they (h) .... (paint) every door of the village blue.

(d) A tall man (a) .... (be) friendly with a short man. Whenever the short man (b) .... (want) to (c) .... (eat) fruits, the tall man (d) .... (pluck) them from the tree for the short man. The short man in return would (e) .... (plant) seeds into the ground which (f) .... (grow) into beautiful trees and (g) .... (give) shade and fruits to the two of them and they (h) .... (remain) happy.

(e) Father (a) .... (be) a donkey (b) .... (name) Ponkey which he (c) .... (be) fond of. One day Ponkey (d) .... (die) and father (e) .... (start) to (f) .... (cry). He (g) .... (buy) a new donkey and (h) .... (become) happy.

(f) A little puppy (a) .... (call) Bruno (b) .... (be) lost in the woods in the dark. He (c) .... (feel) very scared and hungry and (d) .... (long) for his mother who (e) .... (look) for him too. As Bruno (f) .... (wander) about the woods, he (g) .... (hear) a bark and (h) .... (feel) overjoyed when he saw his mother.

(g) God (a) .... (live) inside each one of us. We (b) .... (be) to (c) .... (be) aware of his presence and always (d) .... (remember) to (e) .... (treat) ourselves and others with respect. Only then God (f) .... (be) be (g) .... (please) with us and (h) .... (bless) us with peace and happiness.

(h) The sky (a) .... (be) a shade of bright blue; the birds (b) .... (be) chirping in the trees. The sun's rays (c) .... (gleam) in the water. The pleasant noise, the (d) .... (gurgle) of the brook (e) .... (fill) the air. A rabbit is (f) .... (scamper) in the meadows and we all (g) .... (be) happy. It (h) .... (be) really a nice scene.

(i) Uncle Stooge (a) .... (be) a miserly man. He (b) .... (be) pots of money but he never (c) .... (spend). He (d) .... (wear) torn rubber boots which (e) .... (need) to be (f) .... (mend). But he never (g) .... (mind) for he never (h) .... (part) with money.