

PERSONAL PRONOUNS + VERB 'TO BE', 'TO HAVE', 'TO DO'

Personal pronouns	'To be'	'To have'	'To do'
I	am/was	have/had	do/did
You	are/were	have/had	do/did
He/She/It	is/was	has/had	does/did
We	are/were	have/had	do/did
You	are/were	have/had	do/did
They	are/were	have/had	do/did

ENGLISH SENTENCE STRUCTURE

AFFIRMATIVE SENTENCE

Subject + Verb + Complements

Examples:

	I	+	eat	+	red	apples
	She	+	likes	+	fish and chips	
(past simple)	We	+	bought	+	a very big car.	

NEGATIVE SENTENCE

Subject + Auxiliary verb (Do/Does) + not + Verb + Complements

Examples:

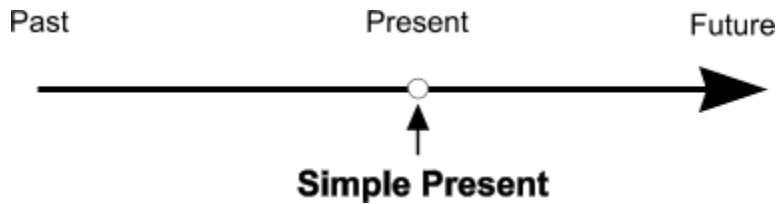
I + do + not + eat + red apples	= I don't eat red apples
He + does + not + like + fish and chips	= He doesn't like fish and chips
We + did + not + buy + a car	= We didn't buy a car.

INTERROGATIVE SENTENCE

Auxiliary verb + Subject + Verb + complements?

Do + I + eat + red apples?	= Do I eat red apples?
Does + she + like + fish and chips?	= Does she like fish and chips?
Did + we + buy + a very big car?	= Did we buy a very big car?

Present Simple



The simple present expresses an action or fact in the present taking place in the present. For actions that are set by a timetable or schedule.

(El presente simple expresa una acción o hecho que tiene lugar en el presente. También se usa para acciones planeadas por agenda u horario).

Example: I like you.

	affirmative	negative	question
I	I like.	I do not like.	Do I like?
he/she/it	He likes.	He does not like.	Does he like?
you/we/they	You like.	You do not like.	Do you like?

Rules:

THIRD PERSON SINGULAR subjects (he, she and it) have to have a verb with **S**. With most verbs, the third person singular form is created simply by adding **-S**. However, with some verbs, you need to add **-ES** or change the ending a little.

(Los sujetos he, she, it tienen que añadir al verbo una -S. En la mayoría de los verbos se crea añadiendo simplemente una -S. De todas formas, con algún verbo necesitas añadir -ES o cambiar su final).

Here are the rules: *(Aquí están las reglas)*

Verb ending in... (verbos acabados en...)	How to make the 3rd person singular (Cómo hacer la tercera persona del singular)	Example (Ejemplo)
S	Add -ES	He passes
Z	Add -ES	She dozes
Sh, X	Add -ES	She wishes

Ch , O	Add -ES	<i>He watches</i>
consonant + y	Change Y to I, then add -ES	<i>It flies</i>
[anything else]	Add -S	<i>He sings</i>

Are the same rules as the plural (Son las mismas reglas que el plural)

Present Continuous

AM/ IS/ ARE + VERB – ING (Gerund form)

Examples:

- You **are watching** TV.
- **Are you watching** TV?
- You **are not watching** TV.

USE 1 Now



Use the Present Continuous with [Normal Verbs](#) to express the idea that something is happening now, at this very moment. (*El presente continuo es usado para expresar algo que sucede en este mismo momento*)

Examples:

- You **are learning** English now.
- You **are not swimming** now.
- **Are you sleeping?**
- I **am not sitting**.
- **Is he sitting or standing?**
- They **are reading** their books.
- They **are not watching** television.
- What **are you doing?**
- Why **aren't you doing** your homework?

USE 2 Longer Actions in Progress Now



In English, "now" can mean: this second, today, this month, this year, and so on. Sometimes, we use the Present Continuous to say that we are in the process of doing a longer action which is in progress; but we are not doing it at this exact second. (*En inglés se puede usar también para hablar de una acción en progreso aunque no esté sucediendo en este mismo momento: Este año, este mes, hoy...*)

Examples: I am **studying** to become a doctor.

- I **am not studying** to become a dentist.
- I **am reading** the book *Tom Sawyer*.
- I **am not reading** any books right now.
- **Are you working** on any special projects at work?
- **Aren't you teaching** at the university now?

Non-Continuous Verbs

There are some verbs you do not use in present continuous. (*Hay verbos que no se usan en presente continuo*)

Examples:

Want, need, seem, like, love, hate...

Examples:

He **is needing** help now. **Not Correct**

He **needs** help now. **Correct**

He **is wanting** a drink now. **Not Correct**

He **wants** a drink now. **Correct**

She **is loving** this chocolate ice cream. **Not Correct**

She **loves** this chocolate ice cream. **Correct**

SPELLING RULES ADDING ING

When you use the PRESENT CONTINUOUS, the principal verb is always in the form of the gerund. This means that you just add -ING to the base form of the verb. It looks like this: (*Cuando usamos el presente continuo, el verbo principal añade la terminación -ING a la forma básica del verbo (infinitivo) Como por ejemplo:*)

check + ing = checking

push + ing = pushing

EXCEPTIONS:

If the last letter of the verb is the letter E, then that E disappears when you add -ING.
(*Si la última letra del verbo es E, desaparece cuando añades ING*)

give + ing = giving make + ing = making

If the verb has only ONE syllable, take a look at the last THREE letters of the verbs. If those letters are a CONSONANT + VOWEL + CONSONANT, then you repeat that last consonant before adding the ing. (*Si el verbo tiene solo una sílaba y las letras se forman de modo CONSONANTE + VOCAL + CONSONANTE se repite la última consonante antes de añadir ING*)

hop	=	hop ping
sit	=	sit ting
run	=	run ning
shop	=	shop ping

Exceptions:

Some letters are NEVER doubled. Those letters are w, x and y. (*Algunas palabras nunca duplican: W, X & Y*)

Examples:

play = playing

fix = fixing

snow = snowing

PRESENT SIMPLE

I'm David Dark Blue

I paint houses every day



PRESENT CONTINUOUS

I'm Lorna Light Blue

I'm painting my kitchen at the moment



Simple Past

Regular verbs VERB+ed or [Irregular verbs](#)

Examples:

- You **called** Debbie.
- **Did** you **call** Debbie?
- You **did not call** Debbie.

USE 1 Completed Action in the Past



Use the Simple Past to express the idea that an action started and finished at a specific time in the past. To make it clear we often add expressions such as: **yesterday, last month, last day, last year, three years ago...** (*El pasado simple se usa para expresar la idea de una acción que ha empezado y ha acabado en el pasado, en un momento específico. A veces para clarificar se usan palabras que nos aportan datos sobre*)

Examples:

- I **saw** a movie yesterday.
- I **didn't see** a play yesterday.
- Last year, I **travelled** to Japan.
- Last year, I **didn't travel** to Korea.
- **Did** you **have** dinner last night?
- She **washed** her car.
- He **didn't wash** his car.
- I **finished** work, **walked** to the beach, and **found** a nice place to swim.

USE 3 Duration in Past



The Simple Past can be used with a duration which starts and stops in the past. A duration is a longer action often indicated by expressions such as: **for two years, for five minutes, all day, all year**, etc. (*El pasado simple se usa para hablar de una acción que empieza y acaba en el pasado pero que tiene cierta duración. Su duración suele estar indicado por palabras como las resaltadas: for two years, all day...*)

Examples:

- I **lived** in Brazil for two years.
- Shauna **studied** Japanese for five years.
- They **sat** at the beach all day.
- They **did not stay** at the party the entire time.
- We **talked** on the phone for thirty minutes.
- A: How long **did** you **wait** for them?
B: We **waited** for one hour.

SPELLING RULES FOR REGULAR VERBS

1. Most regular verbs simply add *-ed* and *-ing* to the simple form (infinitive without to). (La mayoría de los verbos añaden la terminación *-ED* & *-ING* a su forma infinitiva)

Examples:

listen	listened	listening
work	worked	working

2. If a verb ends in consonant + vowel + consonant, the final consonant is doubled before adding *-ed* or *-ing*. (Si los verbos acaban en consonante + vocal + consonante, la consonante final se dobla antes de añadir la terminación *-ED* & *-ING*)

[**Note:** All words of one syllable have a strong stress on the vowel.]

Examples:

stop	stopped	stopping
permit	permitted	permitting

3. In the case of verbs that end in *-e*, we only add *-d* to form the past tense, and we omit the *-e* before adding *-ing*. (Los verbos que acaban en *-E* solo añaden *-D* para la formación del pasado. Para la formación del gerundio se suprime la *-E* para añadir la terminación *-ING*)

Examples:

Live	lived	living
hope	hoped	hoping

4. There are two rules for verbs that end in *-y* (Hay dos reglas con los verbos terminados en *Y*):

a. If the verb ends in a vowel plus *y* (**Vy**), we simply add *-s*, *-ed*, or *-ing*. (Si el verbo acaba en vocal + *Y*, solo añadimos *-s* para la formación de la tercera persona del singular en el presente, *-ed* para la formación del pasado y *-ing* para la formación del gerundio)

Example:

play	plays	played	playing
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b. If the verb ends in a consonant plus *y* (**Cy**), we change the *y* to *i* and add *-es* or *-ed*. In the case of *-ing*, we do not change the *y*. (Si el verbo acaba en consonante seguido de *Y*, cambiamos la *Y* por *I* y añadimos *-es* para la formación de la tercera persona del singular en el presente, *-ed* para la formación del pasado o *ING* para el gerundio)

Example:

study	studies	studied	studying
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5. Verbs that end in *w*, *x*, or *y* do not double the final consonant. (Los verbos que terminan en *W*, *X*, *Y* no doblan la consonante final)

Examples:

box	boxed	boxing
sew	Sewed	sewing

IRREGULAR VERBS LIST

VERBO	INFINITIVE	SIMPLE PAST	PAST PARTICIPLE
Ser, estar	Be	Was, were	Been
Volverse	Become	Became	Become
Empezar	Begin	Began	Begun
Traer	Bring	Brought	Brought
Comprar	Buy	Bought	Bought
Poder	Can	Could	
Escoger	Choose	Chose	Chosen
Venir	Come	Came	Come
Cortar	Cut	Cut	Cut
Hacer	Do	Did	Done
Beber	Drink	Drank	Drunk
Conducir	Drive	Drove	Driven
Comer	Eat	Ate	Eaten
Caer	Fall	Fell	Fallen
Sentir	Feel	Felt	Felt
Encontrar	Find	Found	Found
Volar	Fly	Flew	Flown
Olvidar	Forget	Forgot	Forgotten
Obtener	Get	Got	Got(ten)
Dar	Give	Gave	Gaven
Ir	Go	Went	Gone
Tener	Have	Had	Had
Oír	Hear	Heard	Heard
Saber	Know	Knew	Known
Dejar	Leave	Left	Left
Hacer	Make	Made	Made
Encontrar	Meet	Met	Met
Romper	Break	Broke	Broken
Poner	Put	Put	Put
Leer	Read	Read	Read
Montar	Ride	Rode	Ridden
Correr	Run	Ran	Run
Decir	Say	Said	Said
Ver	See	Saw	Seen
Vender	Sell	Sold	Sold
Cantar	Sing	Sang	Sung
Sentar(se)	Sit	Sat	Sat
Dormir	Sleep	Slept	Slept
Hablar	Speak	Spoke	Spoken
Gastar	Spend	Spent	Spent
Robar	Steal	Stole	Stolen
Nadar	Swim	Swam	Swum
Tomar	Take	Took	Taken
Contar	Tell	Told	Told
Pensar	Think	Thought	Thought
Despertar	Wake (up)	Woke (up)	Woken (up)
Vencer	Win	Won	Won
Escribir	Write	Wrote	Written

ADVERBS OF FREQUENCY

Frequency adverbs are words that state how often something happens or someone does something. (*Se utilizan para indicar con qué frecuencia se realiza la acción indicada por el verbo.*)

Adverbs of Frequency	
always	siempre
usually	usualmente
often	frecuentemente
frequently	frecuentemente
sometimes	a veces
never	nunca
every day	todos los días
every + day	todos los + día
every Thursday	<i>todos los jueves</i>

on + day + "s"	los + día
on Thursdays	<i>los jueves</i>
once a month	una vez por mes
twice a month	dos veces por mes
three times a month	tres veces por mes
once a week	una vez por semana
twice a week	dos veces por semana
three times a week	tres veces por semana

Examples:

I **always** go to school by bus.
Siempre voy a la escuela en autobús.

I **usually** get up at 7.
Usualmente me despierto a las 7.

I **often / frequently** watch TV in the evening.
Frecuentemente miro TV por la noche.

I **sometimes** have lunch in a restaurant.
A veces almuerzo en un restaurant.

I **seldom** have breakfast.
Rara vez tomo el desayuno.

I **never** arrive late.
Nunca llego tarde.

Everyday I have homework.
Todos los días tengo tareas.

Every Monday I have gym.
Todos los lunes tengo gimnasia.

On Mondays I have gym.
Los lunes tengo gimnasia.

Once a month I have a test.
Una vez por mes tengo examen.

Twice a month I have a test.
Dos veces por mes tengo examen.

Three times a month I have a test.
Tres veces por mes tengo examen.

I **play tennis once a week**.
Juego al tenis una vez por semana.

I **play tennis twice a week**.
Juego al tenis dos veces por semana.

I **play tennis three times a week**.
Juego al tenis tres veces por semana.

Para preguntar a alguien con qué frecuencia realiza algo, se usa How often .

How
¿Con

often
qué

do
frecuencia

you

have
tienes

gym?
gimnasia?

ADVERBS RULES

before the **main verb** (Antes del verbo principal)

		Adverb of frequency	Verb	
I		always	get up	at 6.45.
Peter	can	usually	play	football on Sundays.
Mandy	has	sometimes	got	lots of homework.

after a form of **to be** **am, are, is (was, were)** (Después del verbo **TO BE**)

	Verb	Adverb of frequency	
Susan	is	never	late.

- The adverbs **often, usually, sometimes** and **occasionally** can go at the beginning of a sentence. (*Pueden ir al principio de la frase*)
Sometimes I go swimming.
Often we surf the internet.

Sometimes these adverbs are put at **the end of the sentence**. (Al final de la frase)
 We read books **occasionally**.

Past Continuous

was/were + gerund (-ing)

Affirmative (subject + was/were + verb+ing + complements)

I was reading a book at home.

They were reading a book at home.

Negative (subject + was/were + not + verb+ing + complements)

I wasn't reading a book

They weren't reading a book.

Interrogative (was/were + subject + verb+ing + complements)

Was I reading a book?

Were they reading a book?

USE 1 Interrupted Action in the Past



Use the Past Continuous to indicate that a longer action in the past was interrupted. The interruption is usually a shorter action in the Simple Past. *(El uso del pasado continuo indica que una acción de larga duración en el pasado ha sido interrumpida. Generalmente a través de una acción en pasado simple)*

Examples:

- I **was watching** TV when she called.
- While we **were having** the picnic, it started to rain.
- I **was listening** to my iPod, so I didn't hear the fire alarm.

USE 2 Specific Time as a referent



You can also use to express a long action with time as reference. *(También se puede usar para expresar una acción de larga duración con el tiempo como referencia)*

Examples:

- Last night at 6 PM, I **was eating** dinner.
- At midnight, we **were driving** through the desert.

USE 3 Parallel Actions



It expresses the idea that both actions were happening at the same time. *(Expresa la idea de dos acciones que ocurren al mismo tiempo)*

Examples:

- I **was studying** while he **was making** dinner.
- While Ellen **was reading**, Tim **was watching** television.
-

Important

"When" is most often followed by the verb tense Simple Past, whereas "while" is usually followed by Past Continuous. "While" expresses the idea of "during that time." *(When suele ser seguido de verbos en pasado simple mientras que while por pasado continuo)*



Present Perfect

[has/have + past participle]

Examples:

- You **have seen** that movie many times.
- **Have you seen** that movie many times?
- You **have not seen** that movie many times.

USE 1 Unspecified Time Before Now



We use the Present Perfect to say that an action happened at an unspecified time before now. The exact time is not important. You **CANNOT** use the Present Perfect with specific time expressions such as: yesterday, one year ago, last week, when I was a child, at that moment, that day, one day, etc. We **CAN** use the Present Perfect with unspecific expressions such as: ever, never, once, many times, several times, before, so far, already, yet, etc. (*Usamos el presente perfecto para hablar de una acción que ha ocurrido en un tiempo inespecífico antes del tiempo presente. El momento exacto no es importante. Tú NO puedes usarlo con expresiones de tiempo tales como: ayer, hace un año, la semana pasada, cuando era un niño, en ese momento, ese día, un día, etc. Sí podemos usar expresiones inespecíficas tales como: alguna vez, nunca, muchas veces, algunas veces, antes, hasta ahora, todavía, aún, etc.*)

Examples:

- I **have seen** that movie twenty times.
- There **have been** many earthquakes in California.
- People **have traveled** to the Moon.

Simple Future

Simple Future has two different forms in English:

1. WILL

will + VERB (INFINITIVE FORM)

Examples:

- You will help him later
- Will you help him later?
- You will not help him later

2. GOING TO

am/is/are + going to + verb (infinitive form)

Examples:

- You are going to meet Jane tonight.
- Are you going to meet Jane tonight?
- You are not going to meet Jane tonight.

Use 1.

To express a voluntary action, the speaker offers to do for someone else. we use "will" to respond to someone else's complaint or request. It is used in promises. (Para expresar una acción voluntaria que se ofrece a hacer por otro. También para expresar una queja o petición. Otro uso es en promesas)

Examples:

- I will send you the information when I get it.
- Will you help me move this heavy table?
- I will not do your homework for you.
- I won't tell anyone your secret.

Use 2.

To express a plan. It expresses the idea that a person intends to do something in the future. It does not matter if the plan is realistic or not. (Para expresar un plan, la idea de hacer algo en el futuro da igual si es cierto o no)

Examples:

- He is going to spend his vacation in Hawaii.
- I'm going to be an actor when I grow up.

Adverbs such as: always, only, never, ever, still, just, etc.

Modal Verbs

Modal verbs are special verbs which behave very differently from normal verbs. Here are some important differences: (*Los verbos modales son aquellos que se comportan de modo diferente a los verbos normales*)

1. Modal verbs do not take "-s" in the third person. (*los modales no añaden –"s" en la tercera persona*)

Examples:

- He can speak Chinese.
- She should be here by 9:00.

2. You use "not" to make modal verbs negative, even in Simple Present and Simple Past.

Examples:

- He should not be late.
- They might not come to the party.

3. Many modal verbs cannot be used in the past tenses or the future tenses.

Examples:

- He will can go with us. **Not Correct**
- She musted study very hard. **Not Correct**

Common Modal Verbs

Can	Ought to
Could	Would
May	Shall
Might	Should
Must	Will

Can

"Can" is one of the most commonly used modal verbs in English. It can be used to express ability or opportunity, to request or offer permission, and to show possibility or impossibility.

Examples:

- I **can** ride a horse. *ABILITY*
- We **can** stay with my brother when we are in Paris. *OPPORTUNITY*
- She **cannot** stay out after 10 PM. *PERMISSION*
- **Can** you hand me the stapler? *REQUEST*
- Any child **can** grow up to be president. *POSSIBILITY*

Could

"Could" is used to express possibility or past ability as well as to make suggestions and requests. "Could" is also commonly used in [conditional](#) sentences as the conditional form of "can."

Examples:

- Extreme rain **could** cause a disaster. *POSSIBILITY*
- You **could** see a movie or go out to dinner. *SUGGESTION*
- **Could** I use your computer to email my boss? *REQUEST*

May

"May" is most commonly used to express possibility. It can also be used to give or request permission, although this usage is becoming less common.

Examples:

- Cheryl **may** be at home, or perhaps at work. *POSSIBILITY*
- Johnny, you **may** leave the table when you have finished your dinner. *GIVE PERMISSION*
- **May** I use your bathroom? *REQUEST PERMISSION*

Might

"Might" is most commonly used to express possibility. It is also often used in [conditional](#) sentences. English speakers can also use "might" to make suggestions or requests

Examples:

- Your purse **might** be in the living room. *POSSIBILITY*
- You **might** visit the botanical gardens during your visit. *SUGGESTION*
- **Might** I borrow your pen? *REQUEST*

Must

"Must" is most commonly used to express certainty. It can also be used to express necessity or strong recommendation.

Examples:

- This **must** be the right address! *CERTAINTY*
- Students **must** pass a test to study at this school. *NECESSITY*

- You **must** take some medicine for that cough. *STRONG RECOMMENDATION*
- Jenny, you **must not** play in the street! *PROHIBITION*

Have to

"Have to" is used to express certainty, necessity, and obligation.

Examples:

- This answer **has to** be correct. *CERTAINTY*
- The soup **has to** be stirred continuously to prevent burning. *NECESSITY*
- They **have to** leave early. *OBLIGATION*

Should

"Should" is most commonly used to make recommendations or give advice. It can also be used to express obligation as well as expectation.

Examples:

- When you go to Berlin, you **should** visit the palaces in Potsdam. *RECOMMENDATION*
- You **should** work more. *ADVICE*
- I really **should** be in the office by 7:00 AM. *OBLIGATION*
- They **should** already be in Dubai. *EXPECTATION*

Ought to

"Ought to" is used to advise or make recommendations. "Ought to" also expresses expectation.

Examples:

- You **ought to** stop smoking. *RECOMMENDATION*
- Jim **ought to** get the excellent. *IT IS EXPECTED BECAUSE HE DESERVES IT.*

Shall

"Shall" is used to indicate future action. It is most commonly used in sentences with "I" or "we," and is often found in suggestions, such as "Shall we go?" "Shall" is also frequently used in promises or voluntary actions.

Examples:

- **Shall** we help you? *SUGGESTION*
- I **shall** never forget where I came from. *PROMISE*

Will

"Will" is used with promises or voluntary actions that take place in the future. "Will" can also be used to make predictions about the future.

Examples:

- I promise that I **will** write you every day. *PROMISE*
- I **will** make dinner tonight. *VOLUNTARY ACTION*
- He thinks it **will** rain tomorrow. *PREDICTION*

Would / would like

"Would" is most commonly used to create conditional verb forms. It also serves as the past form of the modal verb "will." Additionally, "would" can indicate repetition in the past

Examples:

- I knew that she **would** be very successful in her career. *PAST OF "WILL"*
- When they first met, they **would** always have picnics on the beach. *REPETITION*

Would followed by **like** is a polite way of stating a preference.

Examples:

- I **would like** white wine with my fish.
- We **would like** a room with a view.

In questions, **would + subject + like** is a polite request for a choice to be made.

Examples:

- **Would you like** soup or salad with your meal?
- Where **would you like** to eat dinner?

