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| Tense | Simple\*  verb + endings | Continuous  to be + verb-ing | Perfect  to have + verb-ed (past participle) |
| Present | POSITIVE **no** endings, except in 3rd person sing. **–s** (I work, he works)  NEGATIVE **don’t** and **doesn’t** (3rd p.s.) + verb **without** endings (I don’t work, he doesn’t work)  QUESTION **inversion** of **do/does** and the subject + verb **without** endings  (Do you work, does he work)  USE everyday, regular, routine action (I go to Greece every summer)  ADVERBS every day, month, year..., usually, regularly, often, seldom, never, etc.  TO BE this verb is **special**, and the above **rules do not apply** to it, its positive and negative forms have no endings, and questions are made by simple inversion with the subject:   * am, am not, am I good * is, isn’t, is he there * are, aren’t, are you alright | POSITIVE **am/is/are + verb-ing** (I am working, you are working, he is working, also short I’m working, you’re working, he’s working)  **am** for 1st p.s, **is** for 3rd p.s, **are** for 2nd p.s. and plural  -**ing** is simply added to the verb  (go – going, swim – swi**mm**ing, hav**e** – having)  NEGATIVE am/is/are + **not** + verb-ing  (I am not working, he isn’t working, we aren’t working)  QUESTION **inversion** of to be and the subject + verb-ing (Am I listening, are you working, is he driving)  USE  1 actions happening **at the moment of speech** (I am typing now)  2 actions ready to happen in **near future** (We’re getting married tomorrow, everything’s ready)  ADVERBS now, at the moment; near future time expressions such as: tomorrow, next week, tonight, etc.) | POSITIVE **have/has** **+ verb-ed** if regular, past participle form if irregular (I have worked, he has worked, we have worked, I have gone, he has gone, etc.)  **has** for 3rd p.s, **have** for everything else (I, you, all plural forms)  NEGATIVE have/has + **not** + verb-ed/past participle (I haven’t worked, he hasn’t gone)  QUESTION **inversion** of have and the subject + verb-ed/past participle (Have we worked, has he gone)  USE  1 actions that **started** at some point **in the past** and going on until now (I have lived in Belgrade since I was born)  2 actions that happened in the past at an **indefinite** time, more important to stress that the action **actually happened** than when it happened (I have tried sushi, he’s done bungee jumping)  ADVERBS ever, never, yet, already, since, lately, the other day, still, just |
| Past | POSITIVE ending with **–ed** if **regular**, **irregular** verbs have their **specific** form (I worked, I went)  NEGATIVE **didn’t**  + verb **without** endings for regulars, irregulars are used in their **infinitive** form (I didn’t work, I didn’t go)  QUESTION **inversion** of **did** and the subject + verb **without** endings, irregulars go back to their infinitive form (Did you work, did you go)  USE action completed in the past at some specific time (I went to cinema yesterday)  ADVERBS last week, month, year…, yesterday, phrases with ago (three days ago, etc), specific dates in the past (11 March, 1998, etc)  TO BE this verb is **special**, and the above **rules do not apply** to it, its positive and negative forms have no endings, and questions are made by simple inversion with the subject:   * was, wasn’t, was I any good * were, weren’t, were you there | POSITIVE **was/were + verb-ing** (he was working, they were working)  **was** for 1st and 3rd p.s. and **were** for 2nd p.s. and plural  **no short forms!**  NEGATIVE was/were + **not** + verb-ing  (I wasn’t working, we weren’t working)  QUESTION **inversion** of to be and the subject + verb-ing (Was I working, were we listening)  USE longer actions in the past, two types:  1 a long action interrupted by another  I was watching the film when the phone rang.  2 two long actions taking place simultaneously  I was watching the film while my son was playing the guitar.  ADVERBS when, while (in specific sentence types), the whole afternoon, week, month… | POSITIVE **had + verb-ed/past participle** (I had worked, he’d gone)  NEGATIVE had +**not** + verb-ed/past participle (I hadn’t worked, he hadn’t gone)  QUESTION **inversion** of have and the subject + verb-ed/past participle (Had you worked, had he gone)  USE past action preceding all other past actions, one that happened before other past actions  ADVERBS - two usage examples:  **Before** I went out I had finished all my work.  **After** I had finished all my work, I went out. |
| Future | \*FUTURE TENSE IS **NOT SIMPLE**!  (it consists of at least **two** components)  POSITIVE **will** +verb (I will work, he will go), short form **‘ll** (I’ll work, he’ll go)  NEGATIVE **will + not** + verb (I will not work, he will not go), short form **won’t** (I won’t work, he won’t go)  QUESTION inversion of will and the subject + verb (Will you work, will he go)  USE planned future actions (When I grow up, I’ll be a millionaire), considerations about faraway future (In the future, robots will clean and cook instead of us), spontaneous decisions (I’ll go out for a coffee, would you care to join me?)  ADVERBS next year, month, week…, tomorrow | POSITIVE will be + verb-ing  (I will be working)  NEGATIVE will + not + be + verb-ing  (I will not be working, I won’t be working)  QUESTION inversion of will and the subject + be + verb-ing  (Will you be working)  USE long actions in the future  (Don’t ring me at 9 o’clock, I’ll be watching the film)  ADVERBS future time expressions (specific time), such as: this time tomorrow, at 8 o’clock on Wednesday, etc. | POSITIVE **will + have + verb-ed/past participle** (I will have completed, he’ll have gone)  NEGATIVE will + **not** + have + verb-ed/past participle (I won’t have done, he won’t have managed)  QUESTION **inversion** of will and the subject + have + verb-ed/past participle (Will you have done, will he have completed)  USE action that will be completed at a specific time in the future (By this time tomorrow, I will have gone to Paris)  ADVERBS by tomorrow, by this time tomorrow, by the time you arrive, etc. |

GOING TO: planned near future actions (I am going to wash my car, do you want to join me?) POSITIVE Pres. Simple of to be (am/is/are) + going to+ verb (I am going to go) NEGATIVE am/is/are + not + going to + verb (He’s not going to go) QUESTION inversion of to be and the subject + going to + verb

PASSIVE: the action of the sentence is not being done by the subject POSITIVE **to be + verb-ed/past participle**

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|  | SIMPLE | CONTINUOUS | PERFECT |
| PRESENT | am/is/are + verb-ed/past participle  (I am looked after, are you looked after, he isn’t looked after) | am/is/are + being + verb-ed/past participle  (I am being watched, they aren’t being watched, are you being watched) | have/has + been + verb-ed/past participle  (He has been studied, he hasn’t been studied, has he been studied) |
| PAST | was/were + verb-ed/past participle  (He was seen, you weren’t seen, were we seen) | was/were + being + verb-ed/past participle  (It was being built, it wasn’t being built, was it being built) | had + been + verb-ed/past participle  (They had been consulted, we hadn’t been consulted, had you been consulted) |
| FUTURE | will be + verb-ed/past participle  (I will be rewarded, she won’t be rewarded, will they be rewarded) | will be + being + verb-ed/past participle  (It will be being watched, it won’t be being watched, will it be being watched) | will have + been+ verb-ed/past participle  (He will have been tested, she won’t have been tested, will they have been tested) |

CONDITIONALS:

ZERO

If the temperatures are below zero, the water freezes.

(If + Present Simple – Present Simple)

1ST REAL PRESENT

If I have enough time, I will visit you.

(if + Present Simple – Future Tense)

2nd UNREAL PRESENT

If I were a blonde, I would be a maneater.

(If + Past Simple – Future in the Past: would + verb)

N.B: 1st person sing. of to be is in its subjunctive mode WERE, If I were, except in its substandard form. It doesn’t apply to 3rd person singular, If he was.

3rd UNREAL PAST

If I had seen him, I would have explained it to him.

(If + Past Perfect – would + past infinitive, i.e. would + have + verb-ed/past participle)