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):

\[
\begin{array}{c|c|c}
\text{I} & \text{we you they} & \text{have (‘ve)} \\
\text{have not (haven’t)} & \text{cleaned} & \text{finished} \\
\text{started} & \text{lost} & \text{done} \\
\text{has (‘s)} & \text{has not (hasn’t)} & \text{been} \\
\text{gone} & & \text{gone}
\end{array}
\]

\text{Regular verbs:} The past participle is -ed (the same as the past simple):

\begin{align*}
\text{clean} & \rightarrow \text{I have cleaned} & \text{finish} & \rightarrow \text{we have finished} & \text{start} & \rightarrow \text{she has started}
\end{align*}

\text{Irregular verbs:} The past participle is sometimes the same as the past simple and sometimes different (⇒ Appendix 2-3). For example:

\begin{align*}
\text{the same:} & \quad \text{buy} & \rightarrow & \text{I bought / I have bought} & \text{have} & \rightarrow \text{he had / he has had} \\
\text{different:} & \quad \text{break} & \rightarrow & \text{I broke / I have broken} & \text{see} & \rightarrow \text{you saw / you have seen} \\
& \quad \text{fall} & \rightarrow & \text{it fell / it has fallen} & \text{go} & \rightarrow \text{they went / they have gone}
\end{align*}

C

We use the present perfect for \textit{an action in the past with a result now}:

- \text{I’ve lost} my passport. (= I can’t find my passport now)
- ‘Where’s Linda?’ ‘She’s gone to bed.’ (= she is in bed now)
- \text{We’ve bought} a new car. (= we have a new car now)
- It’s Rachel’s birthday tomorrow and I \text{haven’t bought} her a present.
- ‘Bob is on holiday.’ ‘Oh, where has he gone?’
- Can I take this newspaper? \text{Have you finished} with it?
EXERCISES

15.1
Look at the pictures. What has happened? Choose from:
go to bed clean his shoes stop raining close the door fall down have a bath

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>shoes</td>
<td>man holding a device</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>woman</td>
<td>man</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>woman in bed</td>
<td>man</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>tree</td>
<td>man</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>man</td>
<td>woman</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>sitting</td>
<td>standing</td>
</tr>
</tbody>
</table>

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

1 ‘Can I have this newspaper?’ ‘Yes, I’ve finished _______ with it.’
2 I ________________________________ some new shoes. Do you want to see them?
3 ‘Where is Liz?’ ‘She ________________________________ out.’
4 I’m looking for Paula. ________________________________ you ________________________________ her?
5 Look! Somebody ________________________________ that window.
6 ‘Does Lisa know that you’re going away?’ ‘Yes, I ________________________________ her.’
7 I can’t find my umbrella. Somebody ________________________________ it.
8 I’m looking for Sarah. Where ________________________________ she ________________________________
   ?
9 I know that woman but I ________________________________ her name.
10 Sue is having a party tonight. She ________________________________ a lot of people.
11 ‘What are you going to do?’ ________________________________ you ________________________________
   ?
12 ‘Where are my glasses?’ ‘I don’t know. I ________________________________ them.’
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 nine o’clock and Ann has already gone to bed. (= before I expected)
• A: John, this is Mary.
  B: Yes, I know. We’ve already met.

C I haven’t … yet / Have you … yet?

yet = until now
You can use yet in negative sentences and questions. Yet is usually at the end.

yet in negative sentences:
• A: Are Diane and Paul here?
  B: No, they haven’t arrived yet.
  (but B expects Diane and Paul to arrive soon)
• A: Does John know that you’re going away?
  B: No, I haven’t told him yet.
  (but B is going to tell him soon)
• Margaret has bought a new dress but she hasn’t worn it yet.

The film hasn’t started yet.

yet in questions:
• A: Have Diane and Paul arrived yet?
  B: No, not yet. We’re still waiting for them.
• A: Has Linda 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?
EXERCISES

16.1 Write a sentence with just for each picture.

1. They've just arrived.
2. He ........................................................
3. They ........................................................
4. The race ........................................................

16.2 Complete the sentences. Use already + present perfect.

1. What time is Paul arriving?
   He's already arrived.
   No, they ........................................... it.
   I ........................................................
   He ........................................................
   I ........................................................
   She ........................................................

16.3 Write a sentence with just (They've just ... / She's just ... etc.) or a negative sentence with yet (They haven't ... yet / She hasn't ... yet etc.).

1. I'm going out soon.
   She hasn't gone out yet.
2. The bus ........................................................
3. The bus ........................................................
4. This present is for me.
   (he / open / it) ........................................................
5. (the bus / go) ........................................................
6. (it / stop / raining) ........................................................

16.4 Write questions with yet.

1. Your friend has got a new job. Perhaps she has started it. You ask her:
   Have you started your new job yet?
2. Your friend has some new neighbours. Perhaps he has met them. You ask him:
   ........................................................
3. Your friend must write a letter. Perhaps she has written it now. You ask her:
   ........................................................
4. Tom was trying to sell his car. Perhaps he has sold it now. You ask a friend about Tom:
   ........................................................
Have you ever ... ? (present perfect 3)

A

Have you been to Rome?

Yes, I have. Many times.

Have you ever been to Japan?

No, I've never been to Japan.

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:

<table>
<thead>
<tr>
<th>HAVE YOU EVER BEEN TO JAPAN?</th>
</tr>
</thead>
<tbody>
<tr>
<td>past</td>
</tr>
</tbody>
</table>

- 'Have you been to France?' (in your life) '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 often play golf.'
- My mother has never travelled by air.
- I've never ridden a horse.
- 'Who is that man?' 'I don't know. I've never seen him before.'

C
gone and been

Where's Bill?

He's away.
He's gone to Spain.

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

two weeks later

Hello, Bill.

Hello. I've been on holiday. I've been to Spain.

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?
EXERCISES

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

1 (London?) Have you ever been to London?
2 (play / golf?) Have you ever played golf?
3 (Australia?) Have ________________
4 (lose / your passport?) ________________________________
5 (fly / in a helicopter?) ________________________________
6 (eat / Chinese food?) ________________________________
7 (New York?) ________________________________
8 (drive / a bus) ________________________________
9 (break / your leg?) ________________________________

Helen

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

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

1 (New York) Helen has been to New York twice.
2 (Australia) Helen ________________________________
3 (Chinese food) Helen ________________________________
4 (drive / a bus) Helen ________________________________

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

5 (New York) I ________________________________
6 (play / tennis) I ________________________________
7 (fly / in a helicopter) I ________________________________
8 (be / late for work or school) I ________________________________

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

She has had many different jobs.

1 have
2 been
do
travel
write
meet

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

17.4 Put in gone or been.

1 Bill is on holiday at the moment. He's gone to Spain.
2 'Where's Jill?' 'She's not here. I think she's gone to the bank.'
3 Hello, Sue. Where have you been? Have you been to the bank?
4 'Have you ever been to Mexico?' 'No, never.'
5 My parents aren't at home this evening. They've gone out.
6 There's a new restaurant in town. Have you been to it?
7 Ann knows Paris well. She's been there many times.
8 Helen was here earlier but I think she's been now.
UNIT 18

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

A

Jill 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:

<table>
<thead>
<tr>
<th>Monday</th>
<th>NOW</th>
</tr>
</thead>
<tbody>
<tr>
<td>She has been in Ireland</td>
<td>since Monday.</td>
</tr>
<tr>
<td></td>
<td>for three days.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>She is in Ireland now.</th>
</tr>
</thead>
</table>

is = present

has been = present perfect

B

Compare:

<table>
<thead>
<tr>
<th>present simple</th>
<th>present perfect simple (have been/have lived/have known etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark and Liz are married.</td>
<td>They have been married for five years. (not 'They are married for five years.')</td>
</tr>
<tr>
<td>Are you married?</td>
<td>How long have you been married? (not 'How long are you married?')</td>
</tr>
<tr>
<td>Do you know Sarah?</td>
<td>How long have you known her? (not 'How long do you know her?')</td>
</tr>
<tr>
<td>I know Sarah.</td>
<td>I’ve known her for a long time. (not 'I know her for ...')</td>
</tr>
<tr>
<td>Linda lives in London.</td>
<td>How long has she lived in London? She has lived there all her life.</td>
</tr>
<tr>
<td>I have a car.</td>
<td>How long have you had your car? I’ve had it since April.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>present continuous</th>
<th>present perfect continuous (have been + ing)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I'm learning German.</td>
<td>How long have you been learning German? (not 'How long are you learning German?') I’ve been learning German for two years.</td>
</tr>
<tr>
<td>David is watching TV.</td>
<td>How long has he been watching TV? He’s been (= He has been) watching TV since 5 o'clock.</td>
</tr>
<tr>
<td>It’s raining.</td>
<td>It’s been (= It has been) raining all day.</td>
</tr>
</tbody>
</table>
EXERCISES

18.1 Complete these sentences.
1. Jill is in hospital. She has been in hospital since Monday.
2. I know Sarah. I have known her for a long time.
3. Linda and Frank are married. They have been married since 1989.
4. Brian is ill. He has been ill for the last few days.
5. We live in Scott Road. We have been there for ten years.
6. Catherine works in a bank. She has been in a bank for five years.
7. Alan has a headache. He has had a headache since he got up this morning.
8. I'm learning English. I have been learning English for six months.

18.2 Make questions with How long ... ?

1. Jill is on holiday. How long has she been on holiday?
2. Mike and Judy are in Brazil. How long have they been in Brazil?
3. I know Margaret. How long have you known Margaret?
4. Diana is learning Italian. How long have you been learning Italian?
5. My brother lives in Canada. How long has he been in Canada?
6. I'm a teacher. How long have you been a teacher?
7. It is raining. How long has it been raining?

18.3

Look at the pictures and complete the sentences. Your sentence must end with one of these:
for ten minutes all day all her life for ten years since he was 20 since Sunday

1. They have been married for ten years.
2. She ...
3. They ...
4. The sun ...
5. She ...
6. He ...

18.4 Which is right?

1. Mark is / has been in Canada since April. has been is right
2. Jane is a good friend of mine. I know / have known her very well.
3. Jane is a good friend of mine. I know / have known her for a long time.
4. ‘Sorry I’m late. How long are you / have you been waiting?’ ‘Not long. Only five minutes.’
5. Martin works / has worked in a hotel now. He likes his job very much.
6. Linda is reading the newspaper. She is / has been reading it for two hours.
7. ‘How long do you live / have you lived in this house?’ ‘About ten years.’
8. ‘Is that a new coat?’ ‘No, I have / I’ve had this coat for a long time.’
9. Tom is / has been in Spain at the moment. He is / has been there for the last three days.
for and since

We use for and since to say how long:

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

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

<table>
<thead>
<tr>
<th>Monday → Tuesday → Wednesday</th>
</tr>
</thead>
<tbody>
<tr>
<td>for three days</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Monday → since Monday</th>
</tr>
</thead>
<tbody>
<tr>
<td>past</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>for</th>
</tr>
</thead>
<tbody>
<tr>
<td>three days</td>
</tr>
<tr>
<td>ten minutes</td>
</tr>
<tr>
<td>an hour</td>
</tr>
<tr>
<td>two hours</td>
</tr>
<tr>
<td>a week</td>
</tr>
<tr>
<td>four weeks</td>
</tr>
<tr>
<td>a month</td>
</tr>
<tr>
<td>six months</td>
</tr>
<tr>
<td>five years</td>
</tr>
<tr>
<td>a long time</td>
</tr>
</tbody>
</table>

- 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.

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 Jill 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.
EXERCISES

19.1 Write for or since.

1. Jill has been in Ireland since Monday.
2. Jill has been in Ireland for three days.
3. My aunt has lived in Australia for 15 years.
4. Margaret is in her office. She has been there 7 o’clock.
5. India has been an independent country 1947.
6. The bus is late. We’ve been waiting 20 minutes.
7. Nobody lives in those houses. They have been empty many years.
8. Mike has been ill a long time. He has been in hospital October.

19.2 Answer these questions. Use ago.

1. When was your last meal?
2. When was the last time you were ill?
3. When did you last go to the cinema?
4. When was the last time you were in a car?
5. When was the last time you went on holiday?

19.3 Complete the sentences. Use the words in brackets (...) + for or ago.

1. Jill arrived in Ireland three days ago.
2. Jill has been in Ireland for three days.
3. Linda and Frank have been married 20 years.
4. Linda and Frank got married 20 years.
5. Dan arrived ten minutes.
6. We had lunch an hour.
7. Silvia has been learning English six months.
8. Have you known Lisa a long time?
9. I bought these shoes a few days.

19.4 Complete the sentences with for or since.

1. Jill is in Ireland now. She arrived there three days ago. She has been there for three days.
2. Jack is here. He arrived here on Tuesday. He has been here for three days.
3. It’s raining. It started an hour ago. It’s been raining for an hour.
4. I know Sue. I first met Sue two years ago. I’ve known Sue for two years.
5. I have a camera. I bought it in 1989. I’ve had it for 20 years.
6. They are married. They got married six months ago. They’ve been married six months.
7. Liz is studying medicine at university. She started three years ago. She has been studying for three years.
8. Dave plays the piano. He started when he was seven years old. Dave has played the piano for many years.

19.5 Write sentences about yourself. Begin with the words in brackets (...).

1. (I’ve lived) ......................................................
2. (I’ve been) ......................................................
3. (I’ve been learning) ...........................................
4. (I’ve known) ...................................................
5. (I’ve had) ......................................................
I have done (present perfect) and I did (past simple)

A

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

\[
\text{past simple} + \text{ finished time}
\]

<table>
<thead>
<tr>
<th>past simple</th>
<th>finished time</th>
</tr>
</thead>
<tbody>
<tr>
<td>We arrived</td>
<td>yesterday.</td>
</tr>
<tr>
<td></td>
<td>last week.</td>
</tr>
<tr>
<td></td>
<td>at 3 o’clock.</td>
</tr>
<tr>
<td></td>
<td>in 1991.</td>
</tr>
<tr>
<td></td>
<td>six months ago.</td>
</tr>
</tbody>
</table>

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 simple to ask When … ? or What time … ?:

- When did they arrive? (*not* ‘When have they arrived?’)

B

Compare:

**present perfect**

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

**past simple**

- I lost my key last week.
- Bill went home ten minutes ago.
- Did you see Ann on Saturday?

---

- 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)

- 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.
EXERCISES

20.1 Use the words in brackets (...) to answer the questions.

Have you seen Ann? (5 minutes ago)  
Have you started your new job? (last week)  
Have your friends arrived? (at 5 o’clock)  
Has Sarah gone away? (on Friday)  
Have you worn your new shoes? (yesterday)

Yes, I saw her 5 minutes ago.
Yes, I ................................ last week.
Yes, they ................................
Yes, ................................
Yes, ................................

20.2 Right or wrong? Correct the verbs that are wrong. (The verbs are underlined.)

1  I’ve lost my key. I can’t find it.  
   RIGHT...  
   WRONG:  Did you see...

2  Have you seen Ann yesterday?  
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  Jim’s grandmother has died in 1989.  
8  Where have you been last night?

20.3 Put the verb in the present perfect or past simple.

1  My friend is a writer. He .......................... (write) many books.
2  We ................................ (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  My hair is wet. I ................................ (just/wash) it.
8  I ................................ (wash) my hair before breakfast this morning.
9  Kathy travels a lot. She ................................ (visit) many countries.
10 ‘Is Sonia here?’ ‘No, she ................................ (not/come) yet.’

20.4 Put the verb in the present perfect or past simple.

| A: .................................. (you/ever/be) to Florida? | B: Yes, we ................................ (go) there on holiday two years ago. |
| A: .................................. (you/have) a good time? | B: Yes, it ................................ (be) great. |

| A: Do you know Martin’s sister? | B: I .................................. (see) her a few times but I ................................ (never/speak) to her. |
| A: And Julia? | B: I don’t know. I ................................ (not/see) her. |

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.

4  A: .................................. (meet) her at a party last week. She’s very nice.