

the integrated items: gap fills, error spotting, transformation, and the tenses that decide all three

Tenses: the perfect forms that trip class 12

- present perfect: **has/have + V3**, an action finished at an unspecified time, or still continuing
- present perfect continuous: **has/have been + V ing**, started in the past, still running now
- past perfect: **had + V3**, the earlier of two past actions, always the one that happened first
- future perfect: **will have + V3**, an action complete before a stated point in the future

Tenses in use: continuous and simple, side by side

- present continuous for a **fixed arrangement** in the near future: she is joining us at five, while a timetable stays simple present: the match starts at five
- past continuous sets the **background** a simple past action interrupts: she was reading when the phone rang
- simple present carries facts, habits and timetables, never an action in progress right now



a perfect tense reaches back from now (or from a stated point) to claim the action is complete

Subject verb agreement, the tricky cases

- **each, every, either, neither** take a singular verb, even when followed by a plural noun: each of the boys **is**
- a collective noun (team, family, jury) takes a **singular** verb when acting as one unit, plural when members act separately
- when subjects are joined by **or, nor, either or, neither nor**, the verb agrees with the subject **nearer** to it
- phrases like along with, together with, as well as don't change the number of the main subject

tense tells the reader when, not just what: get the time right before the grammar

Determiners: a/an, the, and the quantity words

- **a/an** for something **unspecified** or mentioned for the first time, **the** once both sides know exactly which one
- **much, little, amount of** go with **uncountable** nouns; **many, few, number of** go with **countable** ones
- some in statements and offers, any in questions and negatives, that's the working rule, not the exception
- **this/these** point to something **near**, **that/those** to something **distant** in time, space, or a page reference

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Modals: picking the right shade of meaning

- **must** is obligation from within, the speaker's own sense of necessity; **have to** is obligation imposed from outside
- **should** and **ought to** give advice, **must** is stronger, closer to a rule than a suggestion
- **needn't** means the action is **not necessary**; **mustn't** means the action is **forbidden**, the two are opposites, not synonyms
- **may/might** for possibility, **can/could** for ability or permission, mixing the two changes the meaning being tested