

GRAMMAR CHEAT SHEET - ACTION PACK 12 (FIRST SEMESTER)
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| | positive | negative | question | functions |
|----------------------------|---|---|--|--|
| present simple | subject + verb (+ s) <i>She eats toast.</i> | subject + do / does + not + verb <i>She doesn't eat fish.</i> | (question word +) do / does + subject + verb? <i>When does she eat lunch?</i> | <ul style="list-style-type: none"> ✓ sth that is true in the present ✓ things that are always true ✓ present routine ✓ scheduled/fixed future events |
| present simple with 'be' | subject + am / is / are <i>She is in a cafe.</i> | subject + am / is / are + not <i>She isn't happy.</i> | (question word +) am / is / are + subject...? <i>Why are you hungry?</i> | |
| present continuous | subject + am / is / are + verb-ing <i>She's eating toast.</i> | subject + am / is / are + not + verb-ing <i>He isn't eating.</i> | (question word +) am / is / are + subject + verb-ing? <i>When are they eating?</i> | <ul style="list-style-type: none"> ✓ sth happening at the moment ✓ something temporary ✓ actions that happen repeatedly in the present ✓ future plan |
| present perfect simple | subject + have / has + v3 <i>I've eaten breakfast.</i> | subject + have / has + not + v3 <i>We haven't eaten yet.</i> | (question word +) have / has + subject + v3? <i>What have you eaten today?</i> | <ul style="list-style-type: none"> ✓ sth true in the past-continues to be true in the present ✓ experience up to the present ✓ action happened in the past; its consequences are important in the present |
| present perfect continuous | subject + have / has + been + verb-ing <i>I've been eating.</i> | subject + have / has + not + been + verb-ing <i>They haven't been eating.</i> | (question word +) have / has + subject + been + verb-ing? <i>What has she been eating?</i> | <ul style="list-style-type: none"> ✓ sth that began in the past; continues in the present ✓ action repeated from the past until the present ✓ longer action recently finished, its results are in the present ✓ action still occurring started |
| past simple | subject + past simple (verb +ed) <i>She ate some rice.</i> | subject + did + not + verb <i>They did not eat breakfast.</i> | (question word +) did + subject + verb? <i>What did they eat for lunch?</i> | <ul style="list-style-type: none"> ✓ sth that started and finished in the past ✓ past routine ✓ sth that was true for a period of time |
| past simple with 'be' | subject + was / were <i>They were in a restaurant.</i> | subject + was / were + not <i>She wasn't at home.</i> | (question word +) was / were + subject...? <i>Why was she hungry?</i> | |
| past continuous | subject + was / were + verb-ing <i>They were eating lunch.</i> | subject + was / were + not + verb-ing <i>She wasn't eating a sandwich.</i> | (question word +) was / were + subject + verb-ing? <i>Where were you eating?</i> | <ul style="list-style-type: none"> ✓ sth that was happening before and after an action in the past ✓ sth that happened for a long time in the past |
| past perfect simple | subject + had + v3 <i>She'd eaten lunch.</i> | subject + had + not + v3 <i>He had not eaten an apple.</i> | (question word) + had + subject + v3 <i>Had they eaten fish before?</i> | <ul style="list-style-type: none"> ✓ action that happened before a specific moment in the past |
| past perfect continuous | subject + had + been + verb-ing <i>She'd been eating breakfast.</i> | subject + had + not + been + verb-ing <i>She hadn't been eating an apple.</i> | (question word +) had + subject + been + verb-ing? <i>Had they been eating enough fruit?</i> | <ul style="list-style-type: none"> ✓ actions that were happening up to a specific moment in the past |
| future with will | subject + will + verb <i>She will eat at home.</i> | subject + will + not + verb <i>We won't eat anything tonight.</i> <i>He will not eat fish.</i> | (question word +) will + subject + verb? <i>What will you eat for lunch?</i> <i>Will she eat meat?</i> | <ul style="list-style-type: none"> ✓ future prediction without evidence ✓ spontaneous decisions |
| w/going to | subject + am/is/are + going to + verb <i>I am going to meet her.</i> | subject + am/is/are + not + going to + verb <i>I am not going to meet her.</i> | (question word +) is/am/are + subject + going to + verb? <i>Are you going to meet her?</i> | <ul style="list-style-type: none"> ✓ future plans ✓ predictions based on evidence |
| future continuous | subject + will + be + verb-ing <i>She will be eating a sandwich.</i> | subject + will + not + be + verb-ing <i>He will not be eating anything.</i> | (question word +) will + subject + be + verb-ing? <i>Will they be eating at pm?</i> | <ul style="list-style-type: none"> ✓ continuous action in the future |
| future perfect | subject + will + have + v3 <i>I will have eaten lunch by 3 o'clock.</i> | subject + will + not + have + v3 <i>He won't have eaten lunch yet.</i> | (question word +) will + subject + have + v3? <i>Will she have eaten dinner?</i> | <ul style="list-style-type: none"> ✓ action that will be completed by a specific time in the future |
| be used to | subject + is / am / are + used to + verb-ing <i>I am used to cooking dinner every night.</i> | subject + am / is / are + not + used to + verb-ing <i>I am not used to cooking dinner every night.</i> | (question word +) + subject + used to + verb-ing? <i>Is she used to cooking?</i> | <ul style="list-style-type: none"> ✓ things that are familiar, customary, habitual |
| used to | subject + used to + verb <i>She used to go to the gym every day.</i> | subject + didn't + use to + verb <i>She didn't use to go to the gym every day.</i> | (question word+) + subject + use to + verb? <i>Did she use to go to the gym every day?</i> | <ul style="list-style-type: none"> ✓ past habits that now have changed |
| cleft sentences | <p><i>"Demi released her album on October 16th in the USA."</i></p> <ul style="list-style-type: none"> - Emphasizing Demi's possession: ✓ The album which was released on October 16th in the USA was Demi's. ✓ It was Demi's album that was released on October 16th in USA. - Emphasizing Demi: ✓ The person who released her album on October 16th in the USA was Demi. ✓ It was Demi who released her album on October 16th in the USA. | | <ul style="list-style-type: none"> - Emphasizing the time: ✓ The time when Demi released her album in the USA was October 16th. ✓ It was on October 16th when Demi released her album in the USA. - Emphasizing the place: ✓ The place where Demi released her album on October 16th was the USA. ✓ It was in the USA where Demi released her album on October 16th. | |
| reported speech changes | <ul style="list-style-type: none"> ✓ present simple → past simple // ✓ present continuous → past continuous ✓ present perfect simple → past perfect simple // ✓ past simple → past perfect present perfect continuous → past perfect continuous // ✓ past perfect → past perfect ✓ past continuous → past perfect continuous ✓ past perfect continuous → past perfect continuous | | <ul style="list-style-type: none"> ✓ This → that // These → those // Here → there // Now/just → then // Today → that day. ✓ Yesterday → the previous day or the day before // Last night → the previous night or the night before // Tomorrow → the next day. Ago → before // The next day/week/year → the following day/week/year. // Hence → thence // Thus → so or in that way. | |