

THEME 1 FUTURE JOBS

The Future Tenses

1. BE GOING TO

- We use “be going to” for our plans.

I booked a table for two for this evening. I am going to take my wife to one of the best restaurants in the city.

- We use “be going to” for intentions.

I'm going to study hard and pass the exam.

- We use “be going to” for predictions based on what we see.

Look at these black clouds. It's going to rain.

Affirmative

Subject am / is / are going to Verb

I am

He / She / It is going to paint the walls.

We / You / They are

Negative

Subject am / is / are not going to Verb

I am not

He / She / It is not (isn't) going to paint the walls.

We / You / They are not (aren't)

Interrogative

Am / Is / Are Subject going to Verb

Am I

Is he / she / it going to paint the walls?

Are we / you / they

2. SIMPLE FUTURE TENSE

We use “will future”

- for the decisions made at the time of speaking.

A: What would you like to have, coffee or tea?

B: I will have tea please. (The speaker decides at the moment of speaking.)

- for predictions with no evidence.

I don't know what I'll do tomorrow. I think I'll stay at home.

- for promises or threats.

Take your umbrella with you; otherwise, you will get soaked.

Don't worry mum, I will let you know when I arrive.

- for requests and offers.

Will you please help me to tidy my room?

- with be sure, think, hope, be afraid, expect, believe, promise, guess maybe and perhaps.

I hope I'll win the game.

I'm afraid she won't come to your party.

Affirmative

Subject Will Verb

I / He / She / It will open the door for you.

We / You / They will open the door for you.

Negative

Subject Will not (Won't) Verb

I / He / She / It will not (won't) open the door for you.

We / You / They will not (won't) open the door for you.

Interrogative

Will Subject Verb

Will I / he / she / it / we / you / they open the door for you?

Time expressions often used with the future tenses “Will” and “Be going to”:

Tomorrow, tomorrow morning/afternoon/evening, next Monday/April/week/weekend/month/year, soon, in 2025.

3. PRESENT CONTINUOUS FOR FUTURE MEANING

We use the present continuous tense for future

- personal future arrangements

I am seeing Mary tomorrow.

He is taking Sue out for dinner on Sunday.

NOTE :With this tense, we usually give future time expressions such as tomorrow, this evening, on Tuesday, next weekend, etc...

This tense is also common with verbs such as go, come, see, meet, visit, have, leave, etc...

A: What are you doing this evening?
B: I am having dinner with Jamie.

4. FUTURE CONTINUOUS TENSE

We use the future continuous tense

- to describe an unfinished action which will be in progress at a time in the future.

We will be travelling across Europe by train in June.

I can't come with you at 9 p.m. I will be watching the match at that time.

I'll be writing the articles for a tabloid newspaper next month.

- to indicate that the longer action (the future continuous tense) will be interrupted by a shorter action in the future.

When the guests arrive, we will be having dinner.

Attention: We use the simple present tense for interruptions. Because, the interruptions are in time clauses and we cannot use future tenses in time clauses.

I will be waiting for you at the airport when your plane arrives.

Affirmative

Subject Will be Verb (+ing)

I / He / She / It / We / You / They will be waiting for the 7 a.m. train.

Negative

Subject Will not (Won't) be Verb (+ing)

I / He / She / It / We / You / They will not (won't) be waiting for the 7 a.m. train.

Interrogative

Will Subject be Verb (+ing)

Will I / he / she / it / we / you / they be waiting for the 7 a.m. train?

VOCABULARY

apply (for a job): /ə¹plʌɪ/ (v) make a formal request or application for a job

available: /ə¹veɪləb(ə)l/ (adj) able to be used or obtained

candidate: /¹kændɪdeɪt/ (n) a person who applies for a job

counselor: /¹kaʊns(ə)lə/ (n) a person who gives advice on a specific subject

CV: /¹si:¹vi:¹/ (n) an account of a person's background sent with a job application

entrepreneur: /ɒntɹəprə¹nɜ:¹r/ (n) a person who organizes, manages, and gets the risks of a business

employee: /ɛm¹plɔɪi:¹/ (n) a person who works for a company

employer: /ɛm¹plɔɪə/ (n) a person or an organization that provides jobs

employment: /ɪm¹plɔɪm(ə)nt/ (n) the state of having a paid job

hire: /¹haɪə/ (v) employ someone for a job

income: /¹ɪnkʌm/ (n) money received for work

inspire: /ɪn¹spʌɪə/ (v) create a positive feeling in a person

interactive: /ɪntər¹aktɪv/ (adj) two sides influencing each other

letter of intent: /¹letərɒvɪn¹tent/ (n) a declaration of the intentions of the writer

opportunity: /ɒpə¹tju:¹nɪti/ (n) a chance for something

qualification: /¹kwɒlɪfɪ¹keɪf(ə)n/ (n) the fact of being qualified of a profession

salary: /¹saləri/ (n) a fixed regular payment

with flying colors: (idiom) with success

(Basic Reference: Ümit Çakanel)

THEME 2 HOBBIES AND SKILLS

GERUND-INFINITIVE

INFINITIVE

We use" the infinitive"

1. after some verbs such as

advise	decide	invite	pretend	tend
afford	expect	intend	promise	threaten
agree	fail	learn	recommend	wait
allow	forget	manage	remember	want
appear	get	need	refuse	warn
arrange	happen	offer	say	wish
ask	help	plan	seem	would like
come	hope	prepare	teach	dare

*They couldn't afford **to go** on holiday last summer*

*You need **to be** a good swimmer with good balance to be an expert surfer.*

*You mustn't forget **to wear** your helmet when you go rock-climbing.*

2. to express purpose

I went to England **to improve** my English.

I studied all night **to get** a good mark.

3. after certain adjectives such as

glad	sad	proud	happy	pleased	reluctant
stupid	disappointed	ashamed	clever	surprised	
good	afraid	difficult	nice	kind	sorry

*Sometimes it is difficult **to persuade** old people to think in a different way.*

*I was surprised **to see** Celine at the party.*

*She was proud **to be** the best player in the team.*

4. to express a specific preference (after would like / would love / would prefer)

I am really tired. I would like **to go** to bed a bit earlier tonight.

5. after "too-enough" constructions

*He is too young **to have** a driving licence.*

*You aren't strong enough **to lift** the table.*

GERUND

We use "the gerund"

1. after some verbs such as

admit	enjoy	mention	suggest
appreciate	fancy	miss	worth
avoid	finish	mind	

can't bear	forgive	postpone
can't stand	go	practice
confess	give up	quit
consider hate	regret	
delay	imagine	risk
deny	involve	stand
dislike	keep	stop

*Most surfers enjoy **riding** the waves in Hawaii.*

*We had to postpone **going** on a picnic because of bad weather conditions.*

*While you are surfing the Net, you should avoid **getting** too close to the screen.*

*You had better quit **eating** too much chocolate otherwise you will put on weight.*

2. after verbs of likes and dislikes (like, enjoy, love, hate, don't mind....etc.)

*I don't mind **sleeping** late because I don't have to get up early in the mornings.*

3. as a subject

***Riding** the waves is the thrill of a lifetime.*

***Drinking** too much coffee fastens your heartbeat.*

4. after prepositions such as

talk about	object to	insist on	instead of	thank for
good/bad at	tired of	succeed in	be gifted in	afraid of
interested in	fond of	apologize for	feel like	rely on
keen on	crazy about	complain about	accustomed to	responsible for
use for	blame for	worry about	happy about	think about
believe in	be into	look forward to	think of	

Eskil is interested in **balancing** when he was five years old.

*All the students are responsible for **obeying** the school rules.*

*We are interested in **collecting** stamps*

CAN/ CAN'T / COULD/COULDN'T/WAS ABLE TO

Can/ Can't

• We use can to talk about ability. She can speak English fluently.

Affirmative

I / He / She / It / We / You / They can play chess.

Negative

I / He / She / It / We / You / They can't (cannot) ski

Interrogative

Can I / he / she / it / we / you / they do ice skating?

Could/Couldn't

- Could / couldn't are the past tense forms of can (ability).

I could run fast when I was young.

My sister couldn't read when she was 3.

Could you play the flute when you were 10?

Was/Were Able to

- We use "could" for general statements.
- We use "was/were able to" for specific events or when something was difficult, but you manage to do it.

My brother is a real intelligent boy. He could play chess when he was only five.

The other team played very well, but we were able to win.

Our goalkeeper was great, so the other team couldn't score a goal.

He could run very fast when he was a young boy, but now he's very old, and it's very difficult for him to do sports.

She is a very talented girl. She can draw amazing pictures.

EXPRESSING PREFERENCES

1. WOULD LIKE

We use "would like"

- to talk about what we want to do.

After would like we use the infinitive with to.

Do you have any time? I would like to talk to you about something.

I wouldn't like to go on holiday alone. It must be really boring.

Affirmative

I / He / She / It / We / You / They would like to have a cup of coffee.

Negative

I / He / She / It / We / You / They wouldn't like to have a cup of coffee.

Interrogative

Would I / he / she / it / we / you / they like to have a cup of coffee?

NOTE : "would like" has the same meaning with "want" but would like is more polite than want.

2. PREFER

We use "prefer"

- to state general preferences.

I don't like big cities. I prefer living in the countryside. / My little daughter prefers wearing pink clothes instead of yellow or green ones.

Affirmative

I / You / We / They prefer visiting historical places.

He / She / It prefers

Negative

I / You / We / They don't prefer visiting historical places.

He / She / It doesn't prefer

Interrogative

Do I / you / we / they prefer visiting historical places?

Does he / she / it prefer

I prefer a full-time job to a part-time one.

My son prefers playing computer games to playing an instrument.

Turkish people prefer to go on a beach holiday rather than go on an adventure holiday.

3. WOULD RATHER

We use "would rather"

- to state specific preferences.

I would rather visit Aquarium when I go to Istanbul this summer.

I would rather stay at home and watch a movie with my friends tonight.

Affirmative

I / He / She / It We / You / They would rather ('d rather) eat out.

Negative

I / He / She / It / We / You / They would rather not eat out.

Interrogative

Would I / he / she / it / we / you / they rather eat out?

4. WOULD PREFER

We use “would prefer”

- to say what someone wants in a specific situation not in general.

A: *Shall we meet in front of the theatre?*

B: *No, I would prefer to meet in front of the City Hall. It is nearer.*

Affirmative

I / He / She / It / We / You / They would prefer to go there by train.

Negative

I / He / She / It / We / You / They wouldn't prefer to go there by train.

Interrogative

Would I / he / she / it / we / you / they prefer to go there by train?

*** Would rather and would prefer have the same meaning but;

We use **Subject + would rather + verb + than + verb**

The sun is shining outside. I would rather sit in the garden than play chess here.

We use **Subject + would prefer + to + verb + rather than + verb**

The match on TV is very exciting. I would prefer to watch it rather than chat with my parents.

(Basic Reference: Ümit Çakanel)

THEME 3 HARD TIMES

PAST SIMPLE TENSE

We use past simple tense

- **to talk about states that happened and finished at a specific time in the past.**

Last week we were in İstanbul and visited İstanbul Toy Museum with my grandmother.

- **to list a series of completed actions in the past. These events follow each other.**

I put my mother's all jewellery in a drawer. Then I went outside to play 'museum game' with my friends

First I finished my homework and then I went out to get some fresh air.

- **to describe habits which stopped in the past.**

She worked part-time after school when she was younger.

Attention: Here it can have the same meaning with “used to”. Therefore, when we are talking about a past

habit by using the simple past tense, we usually add expressions such as always, usually, never, when I was

a child or when I was younger, etc.

I never walked to school when I was a child. My father always took me to school.

Affirmative

I / He / She / It watched a film yesterday.

We / You / They heard a terrible noise last night.

Negative

I / He / She / It didn't watch a film yesterday.

We / You / They didn't hear a terrible noise last night.

Interrogative

Did I / he / she / it watch a film yesterday?

Did we / you / they hear a terrible noise last night?

PAST CONTINUOUS TENSE

We use the past continuous

- to state an action happening at a particular time in the past.

We were watching an important match on TV at this time yesterday.

- to talk about two events in progress at the same time in the past.

While my mother was watching a soap opera on TV, I was trying to finish my school project.

- to express a past action in progress interrupted by another past action.

When the electricity went off, I was vacuuming the living room.

- to describe the atmosphere at a particular time in the past.

As I was passing through the park, the children were playing and their mothers were chatting.

Affirmative

Subject was / were Verb (+ing)

I / He / She / It was watching a film when you called me.

We / You / They were watching a film when you called me.

Negative

Subject was not (wasn't) were not (weren't) Verb (+ing)

I / He / She / It wasn't watching a film when you called me.

We / You / They weren't watching a film when you called me.

Interrogative

Was / Were Subject Verb (+ing)

Was I / he / she / it watching a film when you called me?

Were we / you / they watching a film when you called me.

PAST SIMPLE AND PAST CONTINUOUS TENSE

- We often use the simple past tense and the past continuous tense together in a sentence.
- We use the past continuous tense for the longer, unfinished action and the simple past tense for the shorter, interrupting action.
- We use *when*, *while*, *as*, *just* as to join the sentences.

when = at that time

while / *as* = during that time

While / as + past continuous, past simple

While I was trying to put my baby to sleep, the doorbell rang.

As I was walking along the street, it suddenly started to rain.

Someone knocked the door while the teacher was checking our exam papers.

when + past simple, past continuous

When I saw Sue, I was waiting for the bus.

- **We also use the past continuous with “while” to talk about two actions in progress at the same time in the past.**

My mother was chopping the meat while I was peeling the potatoes.

- **We use the simple past tense with “when” to say that one thing happened after another.**

When my father arrived, we had our dinner. (First my father arrived and then we started to have our dinner).

Attention: We don't use the past continuous tense with stative verbs (know, want, love etc...)

They were good friends. They knew each other well.

Attention: “*Just as*” has similar meaning with *while* and *as*, but if the interrupting, shorter event happens right after the longer one, we prefer *just as* instead of *as* or *while*.

Just as I was leaving home, I realised that I had forgotten my car key.

USED TO

We use “used to”

- **to talk about our past habits.**

Sharon used to spend a lot of money on clothes but these days she doesn't.
 Mary used to go to England but these days she doesn't.

• for things that were true in the past but are not true anymore.

This building used to be a bookstore in the past but now it is a florist's.

It used to be used as a school in the past but now it is a hospital.

Affirmative

Subject + Used to + Verb

I / He / She / It / We / You / They used to be shy in the past.

Negative

Subject + Did not use to + Verb

I / He / She / It / We / You / They didn't use to be shy in the past.

Interrogative

Did + Subject + Use to + Verb

Did I / he / she / it / we / you / they use to be shy in the past?

INFINITIVE (PRESENT)	PAST	PAST PARTICIPLE	TRANSLATION
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1st Group: IMPORTANT VERBS

BE (AM-IS-ARE)	WAS / WERE	BEEN	
DO (DOES)	DID	DONE	
HAVE (HAS)	HAD	HAD	
COME (COMES)	CAME	COME	
GET (GETS)	GOT	GOT	
GO (GOES)	WENT	GONE	
MAKE (MAKES)	MADE	MADE	
SAY (SAYS)	SAID	SAID	
TELL (TELLS)	TOLD	TOLD	

2nd Group: PERCEPTION VERBS

HEAR (HEARS)	HEARD	HEARD	
SEE (SEES)	SAW	SEEN	
SMELL (SMELLS)	SMELT	SMELT	

3rd Group: NO CHANGE

COST (COSTS)	COST	COST	
CUT (CUTS)	CUT	CUT	
HIT (HITS)	HIT	HIT	
HURT (HURTS)	HURT	HURT	
LET (LETS)	LET	LET	
PUT (PUTS)	PUT	PUT	
READ* (READS)	READ*	READ*	
SHUT (SHUTS)	SHUT	SHUT	

4th Group: I – E / O – E / I – EN and others

BITE (BITES)	BIT*	BITTEN	
BREAK (BREAKS)*	BROKE	BROKEN	
CHOOSE (chooses)*	CHOSE	CHOSEN	
DRIVE (DRIVES)	DROVE	DRIVEN	

EAT (EATS)*	ATE*	EATEN	
FALL (FALLS)*	FELL*	FALLEN	
GIVE (GIVES)	GAVE*	GIVEN	
FORGET (forgets)*	FORGOT*	FORGOTTEN	
FORGIVE (forgives)	FORGAVE*	FORGIVEN	
FREEZE (FREEZES)*	FROZE	FROZEN	
HIDE (HIDES)	HID*	HIDDEN	
RIDE (RIDES)	RODE	RIDDEN	
RISE (RISES)	ROSE	RISEN	
SHAKE (SHAKES)*	SHOOK*	SHAKEN	
SPEAK (SPEAKS)*	SPOKE	SPOKEN	
STEAL (STEALS)*	STOLE	STOLEN	
TAKE (TAKES)*	TOOK*	TAKEN	
WAKE(UP) (WAKES)*	WOKE	WOKEN	
WRITE (WRITES)	WROTE	WRITTEN	

5th Group : I / U*-A / U

BEGIN (BEGINS)	BEGAN	BEGUN	
DRINK (DRINKS)	DRANK	DRUNK	
RING (RINGS)	RANG	RUNG	
SING (SINGS)	SANG	SUNG	
SWING (SWINGS)	SWUNG*	SWUNG	
SWIM (SWIMS)	SWAM	SWUM	

6th Group: AW-OW / EW / OWN

BLOW (BLOWS)	BLEW	BLOWN	
DRAW (DRAWS)	DREW	DRAWN	
FLY* (FLIES)	FLEW	FLOWN	
GROW (GROWS)	GREW	GROWN	
KNOW (KNOWS)	KNEW	KNOWN	
THROW (THROWS)	THREW	THROWN	

7th Group: -AUGHT / -OUGHT

BRING (BRINGS)	BROUGHT	BROUGHT	
BUY (BUYS)	BOUGHT	BOUGHT	
CATCH (CATCHES)	CAUGHT	CAUGHT	
FIGHT	FOUGHT	FOUGHT	
TEACH (TEACHES)	TAUGHT	TAUGHT	
THINK (THINKS)	THOUGHT	THOUGHT	

8th Group: -STAND / -STOOD / -STOOD

STAND (STOODS)	STOOD	STOOD	
UNDERSTAND (UNDERSTANDS)	UNDERSTOOD	UNDERSTOOD	

9th Group: -EE- / -E- / -E- /

BLEED (BLEEDS)	bled	bled	
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FEED (FEEDS)	FED	FED	
FEEL (FEELS)	FELT	FELT	
KEEP (KEEPS)	KEPT	KEPT	
MEET (MEETS)	MET	MET	
SLEEP (SLEEPS)	SLEPT	SLEPT	
SWEEP (SWEEPS)	SWEPT	SWEPT	

10th Group : -D / -T / -T

BUILD (BUILDS)	BUILT	BUILT	
LEND (LENDS)	LENT	LENT	
SEND (SENDS)	SENT	SENT	
SPEND (SPENDS)	SPENT	SPENT	

11th Group : -T / -T

BURN (BURNS)	BURNT	BURNT	
DREAM (DREAMS)	DREAMT	DREAMT	
LEARN (LEARNS)	LEARNT	LEARNT	
LEAVE (LEAVES)	LEFT	LEFT	
LIGHT (LIGHTS)	LIT	LIT	
LOSE (LOSES)	LOST	LOST	
MEAN (MEANS)	MEANT	MEANT	
SHOOT (SHOOTS)	SHOT	SHOT	
SIT (SITS)	SAT	SAT	
SPELL (SPELLS)	SPELT	SPELT	

12th Group : MISCELLANEOUS

BECOME (BECOMES)	BECAME	BECOME	
FIND (FINDS)	FOUND	FOUND	
HANG (HANGS)	HUNG	HUNG	
HOLD (HOLDS)	HELD	HELD	
LAY (LAYS)	LAI	LAI	
LIE (LIES)	LAY	LAIN	
PAY (PAYS)	PAID	PAID	
RUN (RUNS)	RAN	RUN	
SELL (SELLS)	SOLD	SOLD	
SHINE (SHINES)	SHONE	SHONE	
SHOW (SHOWS)	SHOWED	SHOWN	
WEAR (WEARS)	WORE	WORN	
WIN (WINS)	WON	WON	Basic Reference: Ümit Çakanel)

THEME 4 WHAT A LIFE !

THE SIMPLE PAST TENSE

We use the simple past tense

- to talk about states that happened and finished at a specific time in the past.

Last week we were in İstanbul and visited İstanbul Toy Museum with my grandmother.

- to list a series of completed actions in the past. These events follow each other.

I put my mother's all jewellery in a drawer. Then I went outside to play 'museum game' with my friends

First I finished my homework and then I went out to get some fresh air.

- to describe habits which stopped in the past.

She worked part-time after school when she was younger.

Attention: Here it can have the same meaning with “used to”. Therefore, when we are talking about a past

habit by using the simple past tense, we usually add expressions such as always, usually, never, when I was

a child or when I was younger, etc.

I never walked to school when I was a child. My father always took me to school.

Affirmative

I / He / She / It watched a film yesterday.

We / You / They heard a terrible noise last night.

Negative

I / He / She / It didn't watch a film yesterday.

We / You / They didn't hear a terrible noise last night.

Interrogative

Did I / he / she / it watch a film yesterday?

Did we / you / they hear a terrible noise last night?

THE PAST PERFECT TENSE

We use the past perfect tense

- to describe a past action which happened before another past action. We use the past perfect tense for the first

action and the simple past tense for the second action.

By the time I went out at the museum I had felt like a time traveller in the large archives of life.

I had never seen so many animal fossils and plants from all around the world.

Affirmative

Subject +Had+ Verb3

I / He / She / It / We / You / They had slept when the film ended.

Negative

Subject +had not (hadn't) + Verb3

I / He / She / It / We / You / They hadn't slept when the film ended.

Interrogative

Had +Subject+ Verb3....?

Had I / he / she / it / we / you / they slept when the film ended?

NOTE: We usually use the past perfect tense with the simple past together with these common conjunctions:

WHEN + simple past, past perfect

When our guests came, my mother had already laid the table.

Simple past, BECAUSE + past perfect

I went straight to bed, because I had been really tired

AFTER + past perfect, simple past

After Karen had had her breakfast, she left home for school.

BEFORE + simple past, past perfect

Before the police arrived the crime scene, the thief had run away.

AS SOON AS + past perfect, simple past

As soon as she had opened the door, she went straight to the kitchen and prepared something to eat.

BY THE TIME + simple past, past perfect

By the time the fire brigade arrived, a large part of the building had burnt.

(Basic Reference: Ümit Çakanel)

THEME 5 BACK TO THE PAST

WISH CLAUSES

We use wish (if only) + the simple past tense

• to talk about something that we want to be different in the present or the future. We use the past tense but the meaning is present or future.

There are a lot of things to do at work. I wish we didn't have to work today. (but there are a lot of things to do

and we have to work today)

I wish I lived in a house by the sea. (I don't live in a house by the sea)

I wish you would stay with us longer. (but you won't stay with us longer)

NOTE: In formal English we use WERE instead of WAS with all subjects.

I wish I were a good basketball player.

We use wish (If only) + the past perfect tense

- to say that we regret something in the past.

I wish I had had enough courage to write you before. (but I didn't have enough courage to write you before.)

I wish I hadn't eaten so much last night.

We use wish (If only) + would

- when we want someone or something to change.

I wish that terrible noise would stop.

- when we want something to occur in the future.

Tina wishes her uncle would visit her soon.

- when we want to complain about something or other people's annoying habits.

I wish my son would stop biting his nails.

NOTE: To talk about our annoying habits, we use could (not would)

I wish I could be tidy.

IF CLAUSE TYPE 3

We use third conditional for imaginary, situation in the past, regret and criticism.

If + past perfect, would/could/might have+past participle

If they had seen Tom, they would have told me. (But they didn't)

If you had studied harder, you wouldn't have failed the exam. (criticism)

- We can change the order of the clauses by using comma:

He wouldn't have lost his family if he hadn't been addicted to alcohol.

Mixed type conditionals

Sometimes it is possible for the two parts of a conditional sentence to refer to different times. There are two types of mixed conditional sentence.

(Basic Reference: Ümit Çakanel)