



## GRAMMAR



## Past Continuous With Past Simple

**Past Continuous**

Past continuous shows us that the action was already in progress at a certain time in the past.

- What were the men doing at 8 p.m. last night?

They were fixing the power cable.

The statement above shows that they had already started fixing the power cable at 8 p.m. and continued after 8 p.m.

The past continuous also shows that an activity was in progress for some time, not just for a moment.

- We were cleaning the crime scene all evening.
- She was showing the evidence to her boss.

We make past continuous tense with “**was**” or “**were**” and the “**-ing**” form of the verb.

- She couldn't come to the party. She **was attending** a funeral.
- Two weeks ago, we **were working** on a case.
- **Was** Amri **sleeping** when the thief entered his house?
- I **was watching** the news when the car was hit.

**Past Simple**

Past simple shows us that an action took place in the past, not in the present. Regular past simple verbs have “**-ed**” at the end (e.g. visited, arrested, cared).

- The police **arrested** the criminal yesterday.
- Gina **visited** her cousin at the hospital.

Irregular verbs have a different form, usually with a different vowel sound (e.g. catch → caught, tear → tore, see → saw).

- I **saw** the bridge collapsed a moment ago.
- The guard **caught** the boys outside the school fence.

We make the negative sentence with “**didn’t**” and the infinitive verb.

- The police **didn’t arrest** the criminal yesterday.
- I **didn’t see** the bridge collapsed a moment ago.

We make the question form with “**did**”, the subject and infinitive verb.

- **Did** the **police arrest** the criminal yesterday?
- **Did you see** the bridge collapsed just now?

### **Past Continuous and Past Simple**

When we use these two tenses together, it shows that a past simple action happened in the middle of a past continuous action, while it was in progress.

- It was raining cats and dogs when the power went out.
- Latifa was finishing up her report when the manager fainted.
- Did the nurses come when I was sleeping?

We often use these tenses to show an action interrupting another action.

- I broke my leg when I was skateboarding.
- As Luna was walking home, she heard a kitten mewing.
- We were having a cup of tea when the trees fell on the car.



### Used To: Affirmative and Negative



- ✍ Refer to a past habit or situation which no longer exists presently.
- ✍ It refers to past habits and situations that do not exist today – something you did regularly or repeatedly in the past but no longer do today.
- ✍ The habit or situation is now exists only in the past.

Here are some examples:

- My father **used to** eat spicy food. Now he doesn't.
- She **used to** work at the museum. Now she works at the bureau.
- Mrs Lim **used to** live in Cheras. Now she lives in Melaka.
- He **used to** like to reading novels. Now he watches television.
- They **used to** be friends. Now they aren't.
- The event **used to** be held in September. Now it's in December.
- Lela didn't **used to** do much exercise. Now she goes tennis with her neighbour.
- I **used to** hate going outdoors. Now I always spend time in nature.

This structure cannot be used to say how often something happened, or how long it took.

- Naimah used to go cycling three times. – ✗ Naimah went cycling seven times. – ✓
- Krishna used to live in the house for six years. – ✗ Krish lived in the house for three years. – ✓

## **Affirmative Form**

### **Subject + used to + verb (infinitive)**

Examples of affirmative sentences:

- The boys **used to** be single.
- Fariz **used to** dislike eating vegetables.
- We **used to** go to Japan every year.
- Marlaina **used to** tutor children after work.

## **Negative Form**

### **Subject + didn't use to + verb (infinitive)**

Examples of negative sentences:

- The boys **didn't use to** be single.
- Fariz **didn't use to** dislike eating vegetables.
- We **didn't use to** go to Japan every year.
- Marlaina **didn't use to** tutor children after work.

## **Interrogative Form**

### **Did + subject + use to + verb (infinitive)**

Examples of interrogative sentences:

- **Did** the boys **use to** be single?
- **Did** Fariz **use to** dislike eating vegetables?
- **Did** we **use to** go to Japan every year?
- **Did** Marlaina **use to** tutor children after work?

# UNIT 3

# ADVENTURE TIME



## Present Perfect + Ever



### Present Perfect + ever

To ask questions about someone's experiences.

Examples:

- "Have you **ever** taken mountain climbing classes?"  
"Yes, I have."
- "Has he **ever** been involved in any accident?"  
"No, he hasn't."
- "Have your friends **ever** seen you doing gymnastics?"  
"Yes, they have!"

Only use "ever" in a question form.

### Present Perfect + never

To talk about things you have not done at any time in your life.

Examples:

- I've **never** swum with the dolphins. I've always wanted to try!
- Isa has **never** heard of Tony Hawk. He is a professional skateboarder.
- Devi has **never** tried parachuting. She's afraid of heights.
- They have **never** been to other parts of the world.
- Alia has **never** been to Canada. She will fly there this weekend.

# UNIT 4

# COOL JOBS



## For and since + Present perfect



Used with present perfect to indicate time. “**For**” is used to talk about a period of time (the duration). “**Since**” is used to talk about a point in the past specifically.

### For

Examples:

- Mr Ramu has been working as a chef **for a long time**.
- She has known the architect **for seven years**.
- The teachers have taught in this school **for ten years**.

### Since

Examples:

- Mr Ramu has been working as a chef **since** he was **30 years old**.
- She has known the architect **since 2010**.
- The teachers have taught in this school **since 2000**.

### Present perfect simple with “for” and “since”

Examples:

- Tina has worked for the company **for** over 20 years.
- You haven’t worked as a receptionist **since** 2021.
- I have always wanted to become a tennis player **since** I was eleven.
- “How long has she been your secretary?”  
”**For** over 10 years./**Since** 2013.”

✎ We can use **present perfect** with “**since**” and a date, day, time or event.

Positive and negative						
	Subject	Auxiliary	Past participle		For/Since	
+	Tina	has	worked	at the company	for	over 20 years.
					since	1998.
-	You	haven't	worked	as a receptionist	for	two years.
					since	<ul style="list-style-type: none"> <li>• 2021.</li> <li>• the accident.</li> <li>• you got married.</li> </ul>

✎ We can form **present perfect** questions with “**How long...?**”

Questions					
	How long	Auxiliary	Subject	Past participle	
?	How long	have	they	been	here?
		has	John	worked	there?

Short answer with “**for**” or “**since**”.

Examples:

- “How long have they been here?”  
“**For** three years./**Since** I was ten.”
- “How long has John worked there?”  
“**For** over 15 years./**Since** 2004.”



## Comparisons: "Just as...as"/"Not as...as"

When you want to say something similar, use **"as – as"**.

Examples:

- The bus is **as fast as** the taxi.
- The weather is **as windy as** it was yesterday.

When you want to say one thing is less than another, you can either use **"less than"** or **"not as – as"**.

Examples:

- This bus is **less faster than** I thought.
- The weather is **not as windy as** yesterday.

### Making comparisons with “(not) as...as”

The comparative **"as...as"** shows how two subjects have same aspects of quality. The second **"as"** is a preposition acts as the prepositional phrase which takes a noun or a clause as its complement.

<b>Adjectives (qualities)</b>	<ul style="list-style-type: none"> <li>• The seats are <b>as comfortable as</b> the cushions.</li> <li>• The three-star hotel is <b>as luxurious as</b> the resort.</li> </ul>
<b>Adverbs (how something is done)</b>	<ul style="list-style-type: none"> <li>• I ran <b>as fast as</b> I could to reach the school on time.</li> <li>• The boat arrives <b>as early as</b> the cruise ship.</li> </ul>
<b>Nouns (quantities)</b>	<ul style="list-style-type: none"> <li>• Nina spends <b>as little time as</b> possible on her commute.</li> <li>• The children don't queue <b>as neatly as</b> they should.</li> <li>• Toni doesn't pay <b>as much attention to the streets as</b> his mother told him to.</li> </ul>

**Equality** : ... as ----- as... (positive sentence)

**Inequality** : ... not as ----- as... (negative sentence)

## Adjectives

- The bicycle is **as stylish as** the scooter.
- The bicycle is **as heavy as** the scooter (is).
- The bicycle is **as light as** the scooter (is).

## Adverbs

- Apples grow **as slowly as** oranges (do).
- Apples fall to the ground **as quickly as** oranges (do).

## Nouns

- Ilya made **as many mistakes** on the driving test **as** Asha (did).
- Ahmad spends **as much money** at the souvenir shop **as** Rajan (did).
- Jerry spends **as many dollars** at the market **as** Aina did.
- The bus doesn't have **as many windows as** the other buses.

## Similes with as...as

(To compare one thing to another thing of a different kind)

- The roads are **as busy as a bee**.
- The car crash was **as loud as thunder**.
- The parking lot was **as empty as space**.
- The museum was **as cold as ice**.



### Passive Voice

- To emphasis more on the action instead of the subject.
- In passive voice, the subject is removed.
- The main verb in passive voice sentences changes to a past participle.

Examples:

- Over 20 kinds of tarts **are baked** daily here.
- The paintings **were made** by a group of children.
- The shirt **is made** of linen.

#### Simple Present Tense

**is, am, are + 3rd verb**

- The candle **is made** of wax.
- **Is** the candle **made** of wax?

#### Present Continuous Tense

**is, am, are + being + 3rd verb**

- The car **is being built** by engineers.
- **Is** the car **being built** by engineers?

#### Present Perfect Tense

**has/ have + been + 3rd verb**

- The cake **has not been eaten** by him.
- **Has** the cake **been eaten** by him?

#### Simple Past Tense

**was/ were + 3rd verb**

- The laptop **was not assembled** by her.
- **Was** the laptop **assembled** by her?

#### Past Continuous Tense

**was/ were + being + 3rd verb**

- The recipes **were being revised** by the chef.
- The recipes **were not being revised** by the chef.

#### Past Perfect Tense

**had + been + 3rd verb**

- The chair **had been completed** by me.
- The chair **had not been completed** by me.

#### Simple Future Tense

**will/ shall + be + 3rd verb**

- The dress **will be made** by a famous fashion designer.
- Our portraits **shall not have been done** by Tuesday.

#### Future Perfect Tense

**will/ shall + have been + 3rd verb**

- **Will** the dress **be made** by a famous fashion designer?
- **Shall** our portraits **have been done** by Tuesday?



# UNIT 7

# MUSIC AND SONG



## Future Tense – “Will” vs. “Going to”



### Going to:

Used to indicate the future.

1. When we have already decided or intended to do something in the future.
  - They're **going to** perform at the concert.
  - I'm **going to** sing a song by The Beatles.
2. When there are signs something is likely to happen.
  - Ali is **going to** play guitar tomorrow.
  - I don't think I am **going to** dance at the recital.
3. When something is about to happen:
  - Oh no! The stage is **going to** collapse.

### Will:

Used to indicate something about the future.

1. To express an instant decision
  - I **will** save you a spot at the rehearsal.
  - I think I **will** play Peter Pan.
2. When we think or believe something about the future.
  - The girls from SK Puteri **will** not dance at the competition this year.
  - The band **will** organise a charity concert this weekend.

*Note: You can use both “will” and “going to” to make future predictions.*

3. To make an offer, a promise or a threat.
  - I **will** give you RM10 to sing in front of the crowd right now.
  - I promise I **will** memorise my line next time.
  - Remy **will** teach me how to play the piano.

4. You use “**won’t**” when someone refuses to do something.

- The teacher asked him to play the gong but he **won’t** do it.
- The rehearsal is postponed to another day because the main actor **won’t** come.
- The singer **won’t** sing unless he has a backup dancer.

### Future Predictions

Both “**will**” and “**going to**” can be used to make future predictions without having any difference in meaning.

Examples:

- The director says he **will** prepare the costumes tomorrow. (Correct)
- The director says he is **going to** prepare the costumes tomorrow. (Correct)

### Compare “will” vs. “going to”

Question : “Are you busy tomorrow?”

Answer : “Yes, I’m **going to** go to the theatre.”

- I use **going to** because it is a plan I made earlier (before I was asked the question). - In this case, we cannot use **will**.

If I haven’t made plans to go to theatre, then I can say: “I **will** probably go to a concert” or “I’m probably **going to** a concert.”

Both “**will**” and “**going to**” are possible in this situation because we are predicting what will happen since we haven’t made any plans.



## First Conditional

**What is the first conditional?**

To indicate that something may happen in the present or future. It has a two clause structure. This includes an “**if**” clause and the main clause.

A comma usually separates the two clauses if the “**if**” clause precedes the main clause.

Examples:

- **If** Anita wins the reading competition, she will win a cash prize.
- **If** Mrs Xing wants me to read the novel, I will do it.

If the main clause appears first, drop the comma.

Examples:

- Anita will win a cash prize **if** she wins the reading competition.
- I will read the novel **if** Mrs Xing wants me to.

Structure : if + simple present/simple future  
(Subject + will/won't + verb)

Examples:

- **If** Lola reads the story again, I **will fall** asleep.
- **If** the book is in the library, I **will check** it out.
- **If** Guan enters the competition, he **will** definitely **win**.
- **If** they participate in the play, Mr Maniam **will be** very happy.

## **Modal Verbs**

### **May (not)/might (not)/could**

We use **may**:

1) when we are not sure about something in the present or future.

Example:

- Umar **may** be the narrator for the play.  
(*Perhaps Umar will be the narrator for the play.*)

2) to ask for permission in a formal way.

Example:

- **May** I borrow your storybook, Aisya?

3) to give permission in a formal way.

Example:

- You **may** borrow my storybook.

4) to say that someone has permission in a formal way.

Example:

- The pupils **may** enter the hall now.

We can use “**may not**” to decline permission or to say that someone does not have permission, in a formal way.

Example:

- You **may not** check out the book.

We use “**might**” when we are unsure about something in the present or future.

Example:

- I **might** buy the book at the book fair.

We can use “**could**” to talk about abilities in the past.

Example:

- Rubi **could** read Arabic when she was six.

How to use the infinitive without “**to**” after “**could**” and “**couldn't**”.

Examples:

- We **could** read when we were five.
- We **couldn't** read when we were five.

Change the order of “**could**” and the subject for question form.

Example:

- **Could** he be a librarian?  
Yes, he **could**.



### Reported Speech



How we represent the speech of other people or what we ourselves say. There are two main types of reported speech:

- a) Direct speech
- b) Indirect speech

Direct speech is used to repeat the exact same words the person used, or how we remember their words.

Example:

- Miss Eve said, "I don't want to elaborate more on the topic."

In indirect speech, the person's words are paraphrased.

- Miss Eve said she didn't want to elaborate more on the topic.

Based on the examples, "**I**" becomes "**she**" and the verb tense shows that time has passed since the words were spoken: "**don't**" becomes "**didn't**".

Indirect speech focuses more on the content of what someone said rather than their exact words:

Examples:

- "This isn't mine," said the boy. (direct)
- The boy said that that wasn't his. (indirect)

In a similar way, we can report what people wrote or thought:

Examples:

- "I am eating too much," he said and then he continued to eat more chips. (direct report)
- ☞ He said that he ate too much and then he continued eating more chips. (indirect report)
- "I need to get involved with people," Mindy thought. (direct report of someone's thought)
- ☞ Mindy thought she needed to get involved with people. (indirect report of someone's thought)



## Indefinite Pronouns

Some of the indefinite pronouns are:

anybody	everybody	nobody	somebody
anyone	everyone	no one	someone
anything	everything	nothing	something

We use indefinite pronouns to refer to people or things without saying exactly who or what they are. We use pronouns ending in “-body” or “-one” for people, and pronouns ending in “-thing” for objects.

Examples:

- **Everybody** enjoyed the debate between the two pupils.
- **No one** wants to participate in the forum.
- I told the employer **everything** during the interview session.
- **Someone** wrote a bad comment on the social media status.
- You don't have to say **anything** you don't want to.



## Question Tags



Question tags are short questions at the end of statements. They are used to confirm an information or to get a reply from the person we asked the questions.

Formed with the auxiliary or modal verb from the statement and the subject.

A **positive statement** is followed by a **negative question tag**.

Examples:

- He **has** been missing for ten days, **hasn't** he?
- We **are** going to the police station, **aren't** we?

A **negative statement** is followed by a **positive question tag**.

Examples:

- The boys **aren't** responsible for the crime, **are** they?
- He **shouldn't** rob the bank, **should** he?

When the verb in the main sentence is in the present simple, we form the question tag with “**do/does**”.

Examples:

- You are hiding something, **don't** you?
- Alia likes to read mystery books, **doesn't** she?

If the verb is in the past simple, we use “**did**”.

Examples:

- The man **was** lying the whole time, **didn't** he?
- Betty and Nina **were not** behind this, **did** they?

When the statement contains a word with a **negative meaning**, the **question tag** needs to be **positive**.

Examples:

- He **hardly** ever talks, **does** he?
- They **rarely** watch the television, **do** they?

Using the verb “to be” in present	Question tags
I am guilty,	aren't I?
You are guilty,	aren't you?
He is guilty,	isn't he?
She is guilty,	isn't she?
It is guilty,	isn't it?
We are guilty,	aren't we?
They are guilty,	aren't they?