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Review:

- Present Perfect Tense
- Present Perfect Continuous Tense
- Past Perfect Tense
- Past Perfect Continuous Tense

- Describing Actions That Have Occurred
- Describing Actions That Haven't Occurred Yet
- Discussing Duration of Activity
- Discussing Things People Had Done

VOCABULARY PREVIEW

Things to Do Today



take inventory



write a report



speak to the boss



go to the bank



eat lunch



give out the paychecks



set up the meeting room



see the personnel officer



get gas



drive to the gym



swim



do sit-ups

Things I've Done Today: I've ...

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> 1. taken inventory | <input checked="" type="checkbox"/> 5. eaten lunch | <input checked="" type="checkbox"/> 9. gotten gas |
| <input checked="" type="checkbox"/> 2. written a report | <input checked="" type="checkbox"/> 6. given out the paychecks | <input checked="" type="checkbox"/> 10. driven to the gym |
| <input checked="" type="checkbox"/> 3. spoken to the boss | <input checked="" type="checkbox"/> 7. set up the meeting room | <input checked="" type="checkbox"/> 11. swam |
| <input checked="" type="checkbox"/> 4. gone to the bank | <input checked="" type="checkbox"/> 8. seen the personnel officer | <input checked="" type="checkbox"/> 12. done sit-ups |

I've Sung for Many Years



(I have)	I've	} eaten.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	
(She has)	She's	
(It has)	It's	

- A. Can you sing?
 B. Yes. I've sung for many years.



1. swim
swum



2. draw pictures
drawn



3. drive trucks
driven



4. speak French
spoken



5. fly airplanes
flown



6. take inventory
taken



7. grow corn
grown



8. ride horses
ridden



9. write speeches
written

Have You Eaten Lunch Yet?

Have { I
we
you
they } eaten?
Has { he
she
it }

Yes, { I
we
you
they } have.
{ he
she
it } has.



eat
ate
eaten

- A. Have you **eaten** lunch yet?
B. Yes, I have. I **ate** lunch a little while ago.



write
wrote
written

- A. Has Tina **written** her composition yet?
B. Yes, she has. She **wrote** her composition a little while ago.



go
went
gone

1. *you*
go to the post office



give
gave
given

2. *Dan*
give out the paychecks



take
took
taken

3. *you and Susan*
take a break



do
did
done

4. *you*
do Room 24



see
saw
seen

5. *the employees*
see the new copy machine



feed
fed
fed

6. *Michael*
feed the monkeys

No, They Haven't

Have { I
we
you
they } eaten?
Has { he
she
it }

No, { I
we
you
they } haven't.
{ he
she
it } hasn't.

{ We
You
They } haven't
(have not) eaten.
{ He
She
It } hasn't
(has not)



give
gave
given



go
went
gone

- A. Have you **given** blood recently?
B. No, I haven't. I haven't **given** blood in a long time.

- A. Has your father **gone** fishing recently?
B. No, he hasn't. He hasn't **gone** fishing in a long time.



write
wrote
written



be
was/were
been

1. *you*
write in your journal

2. *Dorothy*
be sick



get
got
gotten



run
ran
run

3. *your son*
get a haircut

4. *you and your wife*
run in a marathon



have
had
had



wear
wore
worn

5. *you*
have a medical checkup

6. *Anthony*
wear his tuxedo

How Long?

for
 five years
 a week
 a long time
 many years

since
 five o'clock
 last week
 2001
 he started college



- A. How long have you known how to water-ski?
 B. I've known how to water-ski for many years.



- A. How long has Alexander been a vegetarian?
 B. He's been a vegetarian since he started college.



1. *be married*
ten years



2. *have a toothache*
ten o'clock this morning



3. *be in the hospital*
last week



4. *own this car*
thirty-two years



5. *have a British accent*
she moved to London



6. *know each other*
2001



7. *play the violin*
he was in first grade



8. *like hip hop music*
a long time



9. *want to be an actress*
she was four years old

READING

A VERY BUSY DAY AT THE OFFICE



Things to Do Today

- go to the bank
- take the mail to the post office
- write my monthly report
- meet with the personnel officer about my maternity leave
- speak to the boss about my salary
- send a fax to the company's office in Tokyo
- read the office manager's memo about recycling
- see the training video about the new computer system

Allison is having a very busy day at the office. She has done some of the things she has to do today, but there are many other things she hasn't done yet. She has gone to the bank, but she hasn't taken the mail to the post office yet. She also hasn't written her monthly report. She has already met with the personnel officer about her maternity leave, but she hasn't spoken to the boss yet about her salary. She has sent a fax to the company's office in Tokyo. She hasn't read the office manager's memo about recycling. And she hasn't seen the training video about the new computer system. Allison is probably going to stay late at the office today so she can do all the things she hasn't done yet.

✓ READING CHECK-UP

Q & A

Allison's co-workers are asking her about the things she has done today. Using this model, create dialogs based on the story.

- A. Allison, have you _____ yet?
- B. { Yes, I have. }
{ No, I haven't. }

LISTENING



Carl is going to have a party at his apartment this Saturday night. This is the list of things that Carl needs to do to get ready for the party. Check the things on the list that Carl has already done.

- go to the supermarket
- clean the apartment
- get balloons at the party store
- buy some new dance music
- hang up the decorations
- make the food
- tell the neighbors about the party
- give the dog a bath

They've Been Dancing for Ten Hours



(I have)	I've	} been working.
(We have)	We've	
(You have)	You've	
(They have)	They've	
(He has)	He's	
(She has)	She's	
(It has)	It's	

- A. How long have your friends been dancing?
- B. They've been dancing for ten hours.



- 1. wait for the bus since 8 o'clock



- 2. study for five hours



- 3. work here for thirty-five years



- 4. argue since we got here



- 5. go out for three months



- 6. leak since last week



- 7. live in Florida since they retired



- 8. snore all night



- 9.