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Oxford  
*Living*  
**GRAMMAR**  
pre-intermediate



Mark Harrison

# Introduction

## What is Oxford Living Grammar?

*Oxford Living Grammar* is a series of three books which explain and practise grammar in **everyday contexts**. They show how grammar is used in **real-life situations** that learners themselves will experience. The books can be used for self-study, for homework, and in class.

Elementary: CEF level A1+ (towards KET level)

Pre-intermediate: CEF level A2 (KET and towards PET level)

Intermediate: CEF level B1 (PET and towards FCE level)

## How are the books organized?

The books are divided into four-page units, each of which deals with an important grammar topic. Units are divided into two two-page parts. Each unit begins with an explanation of the grammar point, and includes a unique **Grammar in action** section which shows how the grammar is used in typical everyday situations. It explains **when** to use the grammar point. This is followed by a number of **contextualized exercises** for learners to practise the grammar they have read about. The second part of each unit introduces additional explanation of the topic, more Grammar in action, and more contextualized exercises. The last exercise in every unit provides practice of a variety of the points and contexts introduced across the four pages.

The intention is that the fully contextualized explanations and exercises will show real English in real situations, which learners can recognize and apply to their own experience.

**Word focus** boxes highlight unfamiliar words or expressions and enable learners to widen their vocabulary.

The **Over to you** section at the back of the book provides a **comprehensive bank of review exercises**. Learners are encouraged to do more creative tasks about themselves and their own experience, using what they have learned. Sample answers are provided for these tasks.

There is an **Oxford Living Grammar Context-Plus CD-ROM** at each level with further grammar practice and Word focus exercises. Learners can also build longer texts, and build and take part in dialogues; learners can record and listen to their own voice to improve pronunciation. There are six grammar tests at each level so learners can see if there are any areas they would like to study again.

## What grammar is included?

At Pre-intermediate level, you will study all the grammar necessary for Cambridge KET and much of the grammar required for PET. The choice of contexts in the exercises has been informed by the Common European Framework of Reference and the framework of the Association of Language Testers in Europe at A2.

## How can students use Oxford Living Grammar on their own?

You can work through the book from beginning to end. All the units will present and practise the grammar in typical everyday situations. When you have finished the exercises, you can go to the **Over to you** tasks for that topic at the back of the book for extra practice, and then check your answers.

Or, when you have a particular grammar problem, you might want to study that topic first. You can look up the topic you need in the Contents at the front of the book, or in the Index at the back.

## How can teachers use the material in the classroom?

*Oxford Living Grammar* enables your students to learn and practise English grammar in context. The contexts themselves are typical everyday situations that your students will experience, such as talking about their own experiences, having conversations with people they have met, talking about other people, and discussing common topics.

The syllabus is divided into 30 four-page units, which we hope will make the book ideal for study over an academic year. Units can be studied in any order, or you and your students can work through the book from beginning to end. The **Over to you** tasks provide freer practice and more creative review tasks.

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# 01 Present continuous

## Talking about the present

- 1 Some examples of the **present continuous** (be + -ing):  
*I'm reading a good book at the moment.*  
*She isn't working at this office today.*  
*What are you doing now?*

- 2 Forms of the **present continuous**:

**POSITIVE**

I am / 'm starting  
 you / we / they are / 're starting  
 he / she / it is / 's starting

**NEGATIVE**

I am not / 'm not starting  
 you / we / they are not / 're not / aren't starting  
 he / she / it is not / 's not / isn't starting

**QUESTIONS**

am I starting  
 are you / we / they starting  
 is he / she / it starting

- 3 The **-ing** form:

For most verbs, add **-ing**:

work → working    play → playing

For verbs ending **-e**, take away **-e** and add **-ing**:

take → taking    write → writing

For many verbs ending with one vowel and one consonant, double the last letter and add **-ing**:

run → running    sit → sitting

(For more information on the **-ing** form, see p. 130.)

### Grammar in action

- 1 We use the **present continuous** to talk about actions and describe situations at the present moment:  
*What are you doing at the moment? ~ I'm sitting on the sofa. It's raining outside.*



- 2 We use the **present continuous** for actions and situations in the present period of time, but not at this exact moment:  
*What's Jack doing these days? ~ He's travelling around the world. He's visiting lots of countries.*



- 3 We use the **present continuous** for present situations that are temporary or different from usual. This example describes a change in someone's usual routine:  
*Kathy has an office but she's working at home today.*

## A What I'm doing now

Alice is on a train. Complete what she says using the present continuous and the words in brackets. Use short forms if possible.

- 0 ..... *I'm sitting* ..... on a train. (I/sit)  
 1 ..... a cup of coffee. (I/drink)  
 2 ..... the station now. (We/leave)  
 3 ..... to Manchester. (The train/go)  
 4 ..... to a meeting. (I/travel)  
 5 What ..... at the moment? (you/do)  
 6 Me? ..... a phone call to you! (I/make)

## B The big match

Complete the descriptions of the football match using the words in brackets and the present continuous forms of the correct verbs from the box.

leave run blow talk wear look shine celebrate play

- 0 Good afternoon, *I'm talking* to you from the National Stadium. (I)
- 1 It's a lovely day at the stadium. \_\_\_\_\_ and it's warm. (The sun)
- 2 \_\_\_\_\_ out onto the field. (The teams)
- 3 \_\_\_\_\_ white shirts and Wales are in red. (The England players)
- 4 \_\_\_\_\_ well and it's a good game. (Both teams)
- 5 \_\_\_\_\_ happy. It's 1-0 to England. (The England fans)
- 6 It's half-time. \_\_\_\_\_ the field. (The players)
- 7 Another goal for England and \_\_\_\_\_. (the players)
- 8 \_\_\_\_\_ his whistle and it's the end of the game. (The referee)

## C News of friends

Tom and Rose are talking about people they know. Complete their conversation using the present continuous and the words in brackets. Use short forms.

- TOM How's Michael?  
 ROSE He's fine. *He's working*.<sup>0</sup> (He/work) in Italy at the moment.  
 TOM Really? \_\_\_\_\_<sup>1</sup> (What/he/do) there?  
 ROSE \_\_\_\_\_<sup>2</sup> (He/spend) a year at his company's office in Rome.  
 \_\_\_\_\_<sup>3</sup> (He/learn) Italian and \_\_\_\_\_<sup>4</sup> (he/have) fun.  
 TOM And what about Olivia?  
 ROSE \_\_\_\_\_<sup>5</sup> (She/live) in a different flat now. And \_\_\_\_\_<sup>6</sup>  
 (she/not go out) with Frank any more. In fact, \_\_\_\_\_<sup>7</sup> (they/not talk)  
 to each other now.  
 TOM Oh dear. Poor Frank.  
 ROSE He's fine. \_\_\_\_\_<sup>8</sup> (He/enjoy) himself. \_\_\_\_\_<sup>9</sup> (He/not sit)  
 at home alone. \_\_\_\_\_<sup>10</sup> (He/take) lots of girls to bars and night clubs.  
 TOM Oh, I see. Lucky Frank!

## D Changes in my town

Complete this report about changes in a town using the present continuous and the correct verbs from the box.

not use talk go tell not do change cause move not listen  
not travel get

- My town *is changing*.<sup>0</sup> a lot. The population \_\_\_\_\_<sup>1</sup> bigger because  
 people \_\_\_\_\_<sup>2</sup> from the countryside to the town. This \_\_\_\_\_<sup>3</sup>  
 traffic problems. People \_\_\_\_\_<sup>4</sup> public transport very much and they  
 \_\_\_\_\_<sup>5</sup> on bikes. Too many cars \_\_\_\_\_<sup>6</sup> into the town centre.  
 The authorities \_\_\_\_\_<sup>7</sup> people to stop using their cars so much, but  
 people \_\_\_\_\_<sup>8</sup>. People \_\_\_\_\_<sup>9</sup> about the problem but they  
 \_\_\_\_\_<sup>10</sup> anything to solve it.

If you are celebrating  
because of  
something, you are  
feeling:

WORD  
FOCUS

- A very sad about it
- B very angry about it
- C very happy about it



## Present continuous Talking about the future

4 We also use the **present continuous** to talk about the **future**:

- I'm meeting some friends tonight.*
- Jane is starting a new job next week.*
- What are you doing next weekend?*

(For more information on future verb forms, see unit 6 on p. 22 and unit 17 on p. 66.)

### Grammar in action

4 We use the **present continuous** for fixed, arranged, and organized actions. These actions are certain to happen in the future.

- I'm going on holiday tomorrow.*
- I'm catching the 8.30 flight.*



## E My plans next week

Look at Zena's schedule for next week and complete her description of her plans, using the present continuous. Use short forms.

<p><b>Monday</b> start new course 9 a.m., go to Main Hall Principal gives talk attend lectures rest of day</p>	<p><b>Friday</b> write essay in library have meeting with tutor</p>																																			
<p><b>Tuesday</b> we take test we go on trip to History Museum (leave 2 p.m., arrive back 5 p.m.)</p>	<p><b>Saturday</b> morning, go shopping with Alex afternoon, play tennis with Pam go to concert, Morris Hall</p>																																			
<p><b>Wednesday</b> play for college basketball team no college work to do</p>	<p><b>Sunday</b> do nothing! stay at home, take it easy</p>																																			
<p><b>Thursday</b> evening, cook meal for Sam and Olga (eat 8.30 p.m.) watch film at home</p>	<p style="text-align: right;"><b>April</b></p> <table style="margin-left: auto; margin-right: auto;"> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </table>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
1	2	3	4	5	6	7																														
8	9	10	11	12	13	14																														
15	16	17	18	19	20	21																														
22	23	24	25	26	27	28																														
29	30																																			

On Monday morning, *I'm starting*<sup>1</sup> a new course. At 9 a.m.,<sup>2</sup> to the Main Hall and <sup>3</sup> a talk about this course. After that, <sup>4</sup> lectures for the rest of the day.

On Tuesday morning, <sup>5</sup> a test. In the afternoon, <sup>6</sup> on a trip to the History Museum. <sup>7</sup> the college at 2 p.m. and <sup>8</sup> back at the college at 5 p.m.

On Wednesday, <sup>9</sup> for the college basketball team. <sup>10</sup> any college work that day.

On Thursday evening, <sup>11</sup> a meal for Sam and Olga. <sup>12</sup> at 8.30 p.m. and then <sup>13</sup> a film at home.

On Friday, <sup>14</sup> an essay in the library and then <sup>15</sup> a meeting with my tutor.

On Saturday morning, <sup>16</sup> shopping with Alex. In the afternoon, <sup>17</sup> tennis with Pam and in the evening <sup>18</sup> to a concert at the Morris Hall.

On Sunday, <sup>19</sup> anything. <sup>20</sup> at home and <sup>21</sup> it easy all day.

## F The college party

Tara and Leon are talking on the phone. Complete their conversation using the present continuous and the words in brackets.

TARA Are you busy at the moment?

LEON Yes, *I'm trying*<sup>0</sup> (I/try) to finish some work. ....<sup>1</sup> (I/do) an assignment and .....<sup>2</sup> (I/find) it very difficult. What .....<sup>3</sup> (you/do)?

TARA .....<sup>4</sup> (I/get) ready for the party tonight. ....<sup>5</sup> (I/leave) in about twenty minutes. ....<sup>6</sup> (The taxi/come) for me at 7.30 p.m.

LEON Well, .....<sup>7</sup> (I/not go), unfortunately. I've got too much work to do. ....<sup>8</sup> (Who/go) to this party?

TARA Everyone. ....<sup>9</sup> (We/celebrate) the end of the exams. ....<sup>10</sup> (A band/play) and about 120 .....<sup>11</sup> (people/come).

LEON Well, .....<sup>12</sup> (I/stay) here and .....<sup>13</sup> (I/work) all evening. And then .....<sup>14</sup> (I/go) to bed.



## G My life in London

Complete this email from Carmen to her friend, using the present continuous and the correct verbs from the box. Use short forms.

go not miss study learn take have visit practise ~~stay~~  
happen treat do look not study make

Hi

As you know, I *'m staying*<sup>0</sup> in London with a family. I .....<sup>1</sup> at a local college and I .....<sup>2</sup> a really good time. Everyone .....<sup>3</sup> me very well and I .....<sup>4</sup> lots of new friends. I .....<sup>5</sup> home at all because I .....<sup>6</sup> so many fantastic things.

At college, I .....<sup>7</sup> a lot of English and of course I .....<sup>8</sup> my English with the family. When I .....<sup>9</sup>, I .....<sup>10</sup> all sorts of places with the family. For example, on Saturday they .....<sup>11</sup> me to a theme park and next week we .....<sup>12</sup> to a very famous old castle, somewhere outside London. I .....<sup>13</sup> forward to that.

Let me know what .....<sup>14</sup> with you.

Carmen

**OVER TO YOU** Now go to page 122.



# 02 Present simple

## Forms, uses, and contexts

- 1** Some examples of the **present simple**:
- I **read** a newspaper every day.*
  - She **doesn't like** this kind of music.*
  - When **does** the party start tomorrow?*

**2** Forms of the **present simple**:

**POSITIVE**

I/you/we/they **know**  
he/she/it **knows**

**NEGATIVE**

I/you/we/they **do not know / don't know**  
he/she/it **does not know / doesn't know**

**QUESTIONS**

**do** I/you/we/they **know**  
**does** he/she/it **know**

**3** The **he/she/it** form:

For most verbs, add **-s**:

work → works    like → likes    buy → buys

For verbs ending **-ch, -o, -sh, -x** and **-ss**, add **-es**:

catch → catches    go → goes  
wash → washes    fix → fixes  
pass → passes

For verbs ending with a consonant and **-y**,  
take away **-y** and add **-ies**:

study → studies    cry → cries    fly → flies

For **have**:

**have** → **has**

(For more information on the **he/she/it** form, see p. 129.)

### Grammar in action

- 1** We use the **present simple** for facts and things that are always true:  
*Some doctors work in hospitals.*

- 2** We use the **present simple** for habits and repeated actions:  
*She takes the bus to work.*



- 3** We use the **present simple** to talk about thoughts or feelings, for example to say what we *like, want, think, or know*:  
*He loves her very much.*



- 4** We use the **present simple** for the **future**, to talk about events on a timetable. Here, someone is looking at a TV schedule:  
*The film tomorrow starts at 8.30 and finishes at 11.*

### A Some facts about cricket

These are some facts about the sport of cricket. If the verb form is correct, put a tick (✓). If the verb form is incorrect, write the correct verb form.

- A cricket team have has 11 players and they usually wear ✓ white.
- Cricket has \_\_\_\_\_ a lot of rules and lots of people aren't understand \_\_\_\_\_ it.
- In a game of cricket, the bowler throws \_\_\_\_\_ the ball and the batsman trys \_\_\_\_\_ to hit it.
- The fielders stand \_\_\_\_\_ around the field and they stop \_\_\_\_\_ the ball.
- If a fielder catches \_\_\_\_\_ the ball, the batsman is 'out', and he leaves \_\_\_\_\_ the field.
- If the batsman doesn't hits \_\_\_\_\_ the ball and the ball hits \_\_\_\_\_ the wicket, he is also out.
- You win \_\_\_\_\_ a game if you score \_\_\_\_\_ more 'runs' than the other team.
- Some cricket matches lasts \_\_\_\_\_ for five days and nobody wins \_\_\_\_\_ !
- Some people doesn't like \_\_\_\_\_ cricket but millions watch \_\_\_\_\_ it on TV.



## B A typical day at work

Complete this magazine article by a businesswoman, using the present simple forms of the verbs in brackets. Use short forms for negatives.

### Business as usual

I usually arrive<sup>0</sup> (arrive) at the office very early. My assistant Cheryl brings<sup>1</sup> (bring) me the mail and tells<sup>2</sup> (tell) me what is in my diary for the day. She does<sup>3</sup> (do) a lot of very important work for me – she organizes<sup>4</sup> (organize) my day and deals<sup>5</sup> (deal) with a lot of people for me. Then I have<sup>6</sup> (have) a meeting with my team of managers – we discuss<sup>7</sup> (discuss) plans and problems. Sometimes they do not agree<sup>8</sup> (not agree) with me but the meetings usually do not last<sup>9</sup> (not last) for very long.

I do not eat<sup>10</sup> (not eat) much at lunchtime – the others go<sup>11</sup> (go) to the canteen but I stay<sup>12</sup> (stay) in my office and someone gets<sup>13</sup> (get) me a sandwich. My day usually finishes<sup>14</sup> (finish) at about 6 p.m.

I do not go<sup>15</sup> (not go) to the office every day. I work<sup>16</sup> (work) at home some days and I sometimes travel<sup>17</sup> (travel) to meetings or conferences.

## C Using the library

Complete the questions and answers in a survey of people using a library, using the present simple and the words in brackets.

- INTERVIEWER Do you live<sup>0</sup> in the local area? (you/live)  
 WOMAN Yes, I live<sup>0</sup> close to here. (I/live)  
 INTERVIEWER Do you visit<sup>1</sup> this library very often? (you/visit)  
 WOMAN No, I do not come<sup>2</sup> here very often. (I/not come)  
 INTERVIEWER What do you do<sup>3</sup> in the library? (you/do)  
 WOMAN I read<sup>4</sup> the newspapers and I borrow<sup>5</sup> books. (I/read) (I/borrow)  
 INTERVIEWER What kind of books do you borrow<sup>6</sup>? (you/borrow)  
 WOMAN Fiction. The library has<sup>7</sup> a good fiction section. (The library/have)  
 INTERVIEWER Do other members of your family use<sup>8</sup> the library? (other members of your family/use)  
 WOMAN Yes, my daughter does<sup>9</sup> some of her college work here. (my daughter/do)

Which of these words in exercise B is not used only in connection with work?

- A** office  
**B** diary  
**C** canteen  
**D** conferences

WORD  
FOCUS

## D Timetable for tomorrow's school trip

Complete this notice about a school trip in the future, using the present simple and the correct verbs from the list.

go start meet show leave return finish get attend arrive have

Here are the details for tomorrow's trip. We meet<sup>0</sup> outside the school at 8. The coach starts<sup>1</sup> at 8.30 so don't be late! We arrive<sup>2</sup> at the museum at 10. A guide shows<sup>3</sup> us round the museum from 10 to 12. We go to<sup>4</sup> the museum restaurant for lunch at 12 and we attend<sup>5</sup> lunch from 12 to 1. In the afternoon, we have<sup>6</sup> a lecture in one of the lecture rooms. It finishes<sup>7</sup> at 1 and we return<sup>8</sup> at 2.30. We leave<sup>9</sup> back on the coach at 3 and we get<sup>10</sup> to the school at 4.30.

# 02

## Present simple

### Present simple or present continuous?

- 4 Compare the **present simple** and the **present continuous**:

*He sits at a desk every day.*

*He's sitting at his desk at the moment.*

#### Grammar in action

- 5 We use the **present simple** to talk about facts that are always true. We use the **present continuous** to talk about things that are only true at the moment or in the present period of time:



*You cook wonderful meals.*

(= always or usually)



*He's cooking a meal in the kitchen.*

(= right now)

- 6 We use the **present simple** for permanent situations. We use the **present continuous** for temporary situations:

*My husband works for a computer company, but he's working at home today.*

- 7 We use the **present simple** for things we do regularly (e.g. in our daily routine). We can use it with words and phrases describing how often something happens (*always, sometimes, often, never, usually, every day, etc.*):

*I go to bed at ten and get up at six every day.*

We do not use the present continuous with this meaning:

*I sometimes wear a hat.*

(NOT *I'm sometimes wearing a hat.*)

- 8 We often use the **present continuous** with 'now' and phrases meaning 'now', for example *at the moment, right now, this week, this month*. We do not use the present simple with these words and phrases:

*I'm sitting in a traffic jam at the moment.* (NOT *I sit ...*)

- 9 We use the **present simple** with verbs that describe what we feel and think. These verbs are connected with what is in our minds, not with actions. They describe what we like (for example *like, dislike, hate, love*), what we want (*want, need*), what we know (*know, understand, realize, remember*) and what we believe (*believe, think*). We do not use the present continuous with these verbs:

*I don't understand this letter.*

(NOT *I'm not understanding this letter.*)

## E Over to our reporter

Complete what the television reporter says by choosing the present simple or present continuous form.

Hello, *I'm standing*<sup>0</sup> outside a very famous person's house.....<sup>1</sup>  
in films and .....<sup>2</sup> millions of dollars for every film.....<sup>3</sup>  
on the front cover of magazines and people all over the world.....<sup>4</sup>  
her and .....<sup>5</sup> her. And people .....<sup>6</sup> about her at the  
moment because the media .....<sup>7</sup> stories about her private life. She  
.....<sup>8</sup> her private life but right now everyone .....<sup>9</sup> to  
know about it. Can you guess who it is?

Dozens of photographers are here too and .....<sup>10</sup> for her to come out.  
Ah, the front door .....<sup>11</sup> now and someone .....<sup>12</sup> out.

- |                                 |  |
|---------------------------------|--|
| 0 I stand / I'm standing        | 7 tell / are telling                                 |
| 1 She stars / She's starring    | 8 doesn't usually discuss / isn't usually discussing |
| 2 she earns / she's earning     | 9 wants / is wanting                                 |
| 3 She appears / She's appearing | 10 we wait / we're waiting                           |
| 4 know / are knowing            | 11 opens / is opening                                |
| 5 love / are loving             | 12 comes / is coming                                 |
| 6 talk / are talking            |  |



## F Someone to write to

Complete this letter in an international magazine for teenagers, using the present simple or present continuous form of the verbs in brackets. Use short forms.

### Letter of the month

I 'm looking <sup>0</sup> (look) for someone to write to in another country. I ..... <sup>1</sup> (speak) quite good English but I ..... <sup>2</sup> (want) to get better at it. And I ..... <sup>3</sup> (think) it's good to have friends in different parts of the world.

I ..... <sup>4</sup> (go) to a local school and this term we ..... <sup>5</sup> (study) for our exams. I ..... <sup>6</sup> (work) very hard at school now because I ..... <sup>7</sup> (need) to get good results. In my spare time, I ..... <sup>8</sup> (like) classical music but I ..... <sup>9</sup> (not like) much modern pop music. I ..... <sup>10</sup> (not play) video games and I ..... <sup>11</sup> (not watch)

TV much – I ..... <sup>12</sup> (read) a lot of books and at the moment I ..... <sup>13</sup> (try) to read fiction in English. I ..... <sup>14</sup> (take) an interest in sports but I ..... <sup>15</sup> (not play) any sports regularly.

My family? My father ..... <sup>16</sup> (work) for an international company and he ..... <sup>17</sup> (travel) a lot - right now he ..... <sup>18</sup> (travel) in South-East Asia. He always ..... <sup>19</sup> (buy) me something interesting from these trips and at the moment I ..... <sup>20</sup> (use) a computer that he bought me. I hope that I ..... <sup>21</sup> (not make) too many mistakes!

## G Adverts

Complete the extracts from adverts, using the present simple or present continuous and the words in brackets.

0  
Do you want (you/want) to improve your computer skills? This month we're/we are offering (we/offer) free lessons.

1  
..... (you look) for a new job? Our agency always (have) hundreds of interesting jobs.

2  
..... (you/need) a new TV? ..... (We/take) 10% off all our TVs this month.

3  
People ..... (love) this area and ..... (it/become) very popular with tourists.

4  
..... (We/serve) thousands of customers every week and many of them ..... (come) back to us again.

5  
Our company ..... (grow) and ..... (we/look) for more staff.

6  
The box office ..... (open) at 8 a.m. every day, but hurry, tickets ..... (sell) fast.

**OVER TO YOU** Now go to page 122.

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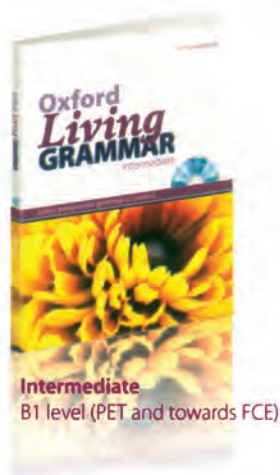
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A1