

Simple Present

1. You should know the routine, we **do** it every year.
2. This concept **doesn't work** here.
3. Where **do we usually get** the information from?
4. This **doesn't sound** very promising to me! I **don't want** to decide it without consulting the manager.
5. **Do we have** numbers? Can you show me charts please?
6. We **don't store** the files in this building, we **keep** them somewhere around the corner.
7. Who **is** the communication expert for this?
8. **Do you believe** in our company vision? If not, please **don't get** yourself involved.
9. She **doesn't understand** the official requirements, I think.
10. **Does anybody understand** the Corona restrictions?

Present Continuous

1. Look! Sarah **is sitting** at the hairdresser's, she **is getting** a new haircut.
2. Listen how wonderfully Max **is playing** the piano.
3. **Is your sister studying** for her exams?
4. You need to be quiet now, as your brother **is having** a telephone call with his possible new boss.
5. Brad **is not looking** very happy right now.
6. Our neighbour **is cutting** the hedge and he **is leaving** all the greenery on our property!
7. Listen, Bob **is starting** his presentation, I can tell he **is getting** ready now.
8. I wanted to tell you, I **am reading** a very interesting book!
9. **Is your assistant preparing** the documents now for me? Can I wait?
10. Tom, what's the matter? **Are you feeling** okay?

Simple Past

1. **Did Bob talk** to the guy in California last night? I would like an update!
2. What exactly **did she agree on** when she **negotiated** this contract?
3. We **had** flexible payments with our customers last year, but it **didn't work out** so in the end, so we **had to** change it.
4. When **was** (the last time when we **needed** the overhead projector? We might as well give it away.
5. **Were you hacked** year, too? For our company, that **had** a major impact on our IT-department.
6. In the meeting this morning, Dave **played** the good cop, I **took on** the role of the bad cop. And it **worked**.

7. I remember the times when we **managed** to increase sales figures in the double-digit range!
8. When **did we get** so bad at satisfying our customers' needs?
9. Hi Mr. Cook, I **sent** you the tables on Thursday. **Did you get** them?
10. I am sorry, Mr. Smith is not in today, he **left** for Kopenhagen this morning.

Present Perfect (+Continuous)

1. We **have not yet decided** where to go on holiday this year.
2. **Have you been** to the doctor? You said something like it.
3. Today, I still **haven't watched** any news. I don't know what's going on.
4. **Have you seen** Bob? I need to talk to him.
5. Oh no, you **have forgotten** to defrost the meat! Now we have nothing to eat.
6. Where **have you been** all afternoon, I **have been looking** for you for an hour
7. How long **have you been looking** for a new flat now? Seems like a long time...
8. I **have worked / have been working** as a police officer for over ten years now.
9. For 30 years, my parents **have lived / have been living** in the same flat, but we need to think about moving now. It's too big.
10. Erik, where do you think you are going? **Have you finished** your homework?

Will-Future

1. If you need it so urgently, I **will pop in** at the supermarket after work.
2. What time, do you think, **will you do** your homework?
3. We think that we **will meet** David at the weekend.
4. **Will you** come to meet my parents tonight?
5. I think, Mary **will not be able** to join us this year, she is getting married.
6. We **will be** late if you don't hurry up.
7. By the time we get there, it **will rain** believe me.
8. **Will you work** tomorrow morning?
9. When **will** Peter leave for Paris, do you think?
10. I have charged my power bank now, so I **will be** okay for the afternoon.