

Present Perfect - Recent Changes

Point 1: We often use the present perfect to discuss **status of actions that need to be done**.

- **Have you finished the report yet?**
- No, I have not finished yet. / No, not yet.
- **Have you even started?**
- Yes, I already started. / Yes, I have

Point 2: We use the particle **yet** in the **questions** and **negative forms** to show an action is time sensitive.

- **Have you eaten yet?**
- No, I haven't eaten yet.
- **Has he left yet?**
- Not yet. He will leave soon.

Point 3: We also use the word **already** in the **question and affirmative forms** to show an action is time sensitive.

- **Have you already eaten?**
- Yes, I've already eaten.
- **Have you already started?**
- Yes, we already have.

Point 4: Both the **present perfect** and the **simple past** can be used to discuss the status of recent events.

- **Have you finished the report yet?**
- Yes, I've finished it.
- **Did you finish the report yet?**
- Yes, I finished it.

Present Perfect for Time

Read and listen to four conversations using the grammar.

Conversation 1 | [PDF Worksheet](#)

Man: *Has* Bob *arrived* yet?
Woman: No, he *hasn't gotten* here yet?
Man: *Has* anyone *tried* to call him?
Woman: I don't think anyone has.
Man: Maybe he *has overslept*.
Woman: Or maybe he *'s forgotten* there's a meeting.

Conversation 2 | [PDF Worksheet](#)

Man: *Have* you *sent* the report?
Woman: No, I *haven't*.
Man: Why *haven't* you *finished*?
Woman: I *haven't* had time to check the spelling.
Man: *Have* you finished writing it?
Woman: Yes, I *have*. Almost *done*!

Conversation 3 | [PDF Worksheet](#)

Man: How long *have* you *known* Joe?
Woman: I *'ve known* him since high school.
Man: Wow! That's a long time.
Woman: Yeah, we *have been* best friends for a while.
Man: *Have* you seen him recently?
Woman: No, I *haven't seen* him for some time.

Conversation 4 | [PDF Worksheet](#)

Man: Nice sweater. I *haven't seen* it before.
Woman: Oh, this old thing. I *'ve had* it forever.
Man: How come you *haven't worn* it very much?
Woman: Well, it *has been* too hot to wear it.
Man: Yeah, it *has been* very warm lately.
Woman: I know! I *haven't needed* a jacket for months.

Quiz

Answer these questions about the interview.

1) Who has called Bob?

- a) No one has.
- b) Katie has.

2) Has the woman finished the report?

a) Yes, she has.

b) No, not yet.

3) How long has the woman known Joe?

a) She just met him.

b) Since high school

4) What does she say about the sweater?

a) She has not worn it much.

b) She hasn't had it long.

Corporate Vocabulary

Coworkers

The people that work with us in a company.

“My coworkers helped me a lot today.”

“I received valuable support from my coworkers today.”

Management

Those in charge of running a business.

“Management decided that we must work this weekend.”

“Management has determined that work will be required this weekend.”

Business

The activity of providing goods and services to others.

“My parents used to have a laundry business”

“My parents previously operated a laundry business.”

Marketing

Work related to promoting, selling, and distributing goods or services.

“My mom was in charge of marketing, and my dad was in charge of administration.”

“My mother was responsible for marketing, while my father oversaw administrative functions.”