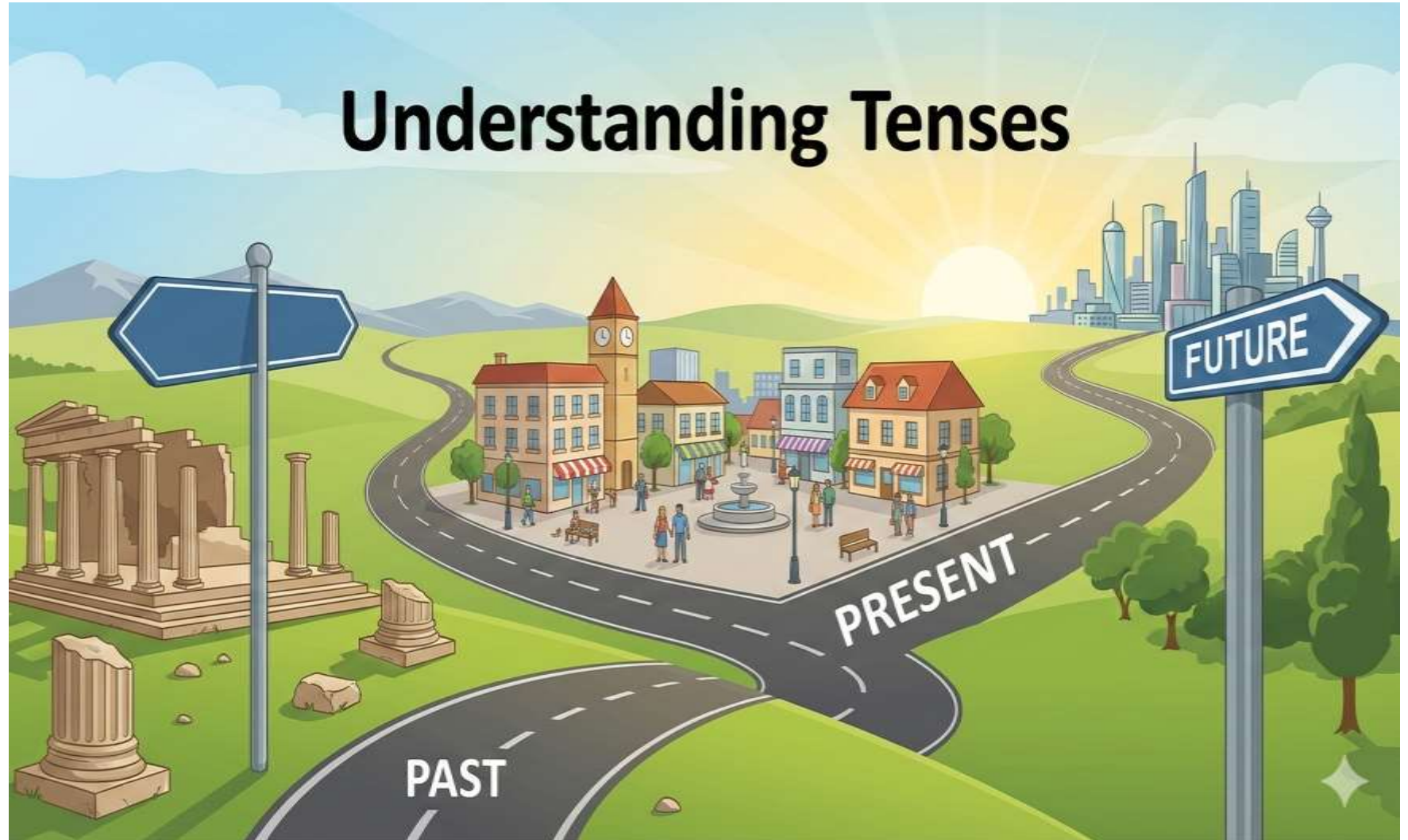


Mastering Tenses and Verb Forms

English grammar fundamentals for academic and professional success

- **Understanding time relationships in communication**
- **Essential for clear technical documentation**
- **Critical for interviews and workplace writing**
- **Foundation for all written and spoken English**
- **Key to professional credibility**



Tenses and Verb Forms

Connecting grammar mastery to design thinking methodology

- **Empathize:** Understanding communication gaps in workplace settings
- **Define:** Clarifying tense rules and their applications
- **Ideate:** Brainstorming usage scenarios and common mistakes
- **Prototype:** Practicing with real-world examples and exercises
- **Test:** Applying knowledge through assessments and peer review

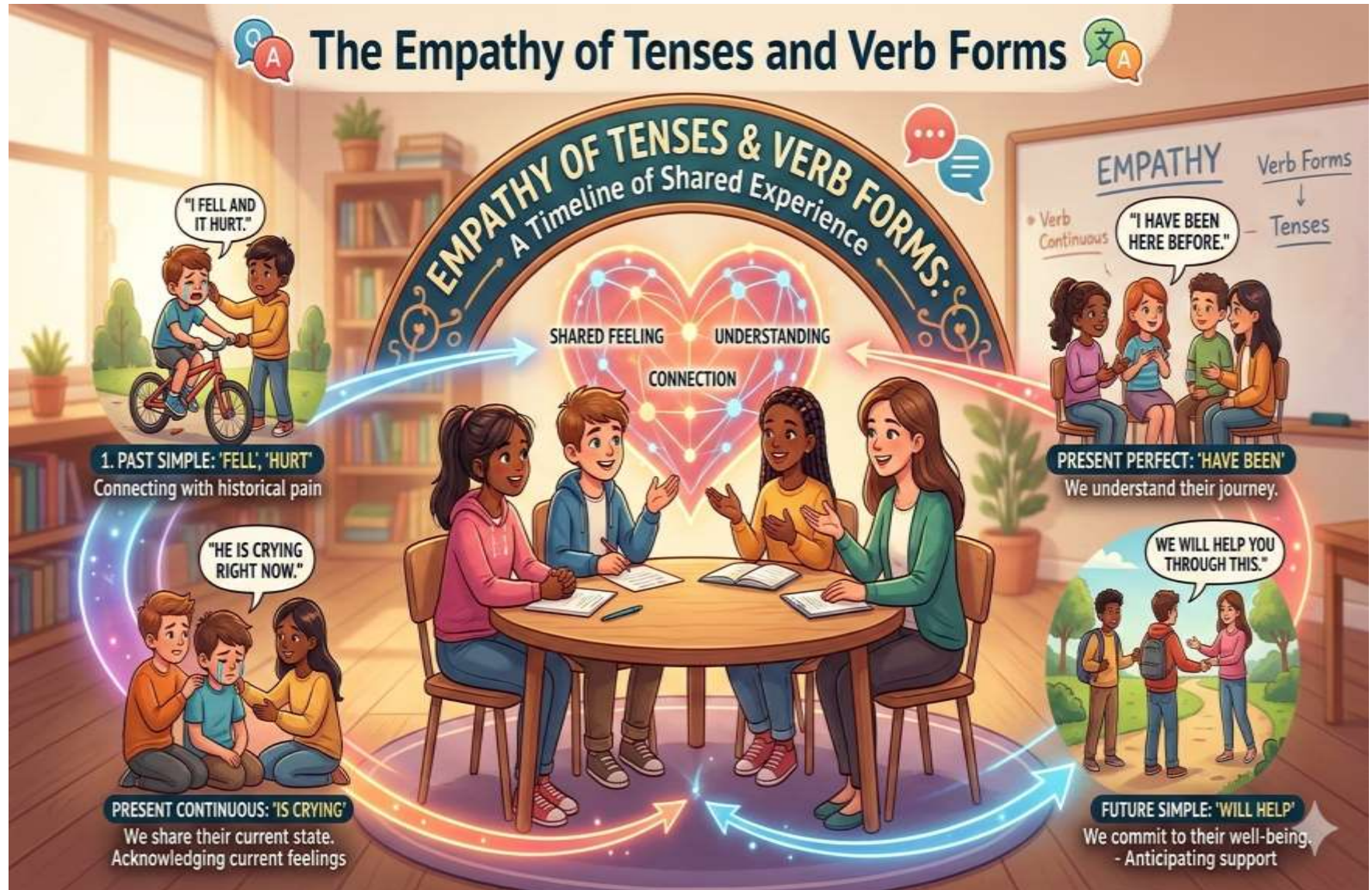


EMPATHY

Why This Topic Matters ?

Real-world consequences of tense errors in professional environments

- **Miscommunication in project documentation leading to costly errors**
- **Impression issues during job interviews and presentations**
- **Confusion in technical specifications and reports**
- **Reduced credibility in academic and professional writing**
- **Barriers to career advancement and leadership opportunities**



What Are Tenses and Verb Forms?

Understanding the foundation of time expression in English

- **Verb forms that indicate when an action occurs**
- **Three main time periods: past, present, and future**
- **Four aspects: simple, continuous, perfect, and perfect continuous**
- **Essential for clear technical documentation**
- **Helps convey sequence and timing in processes**



Core Rules (Part 1)

Foundation principles for correct tense usage

- **Simple present:** Regular actions, facts, and universal truths
- **Present continuous:** Actions happening now or temporary situations
- **Simple past:** Completed actions at specific times
- **Past continuous:** Ongoing actions in the past
- **Simple future:** Planned actions or predictions

Grammar Basics

The pated on your vires, cornetts do beach chart.

Natures	Tumer	Parts	Aliets	Werwoach	Vermand	Speech	Cowech
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Core Rules (Part 2)

Advanced rules, exceptions, and technical applications

- **Perfect tenses:** Show completed actions with present relevance
- **Perfect continuous:** Emphasize duration of ongoing actions
- **Time clauses:** Use present tense with future meaning
- **Technical writing:** Often uses present tense for procedures
- **Exceptions:** Some verbs don't use continuous forms



Classroom Activity

Interactive tense identification and correction exercise

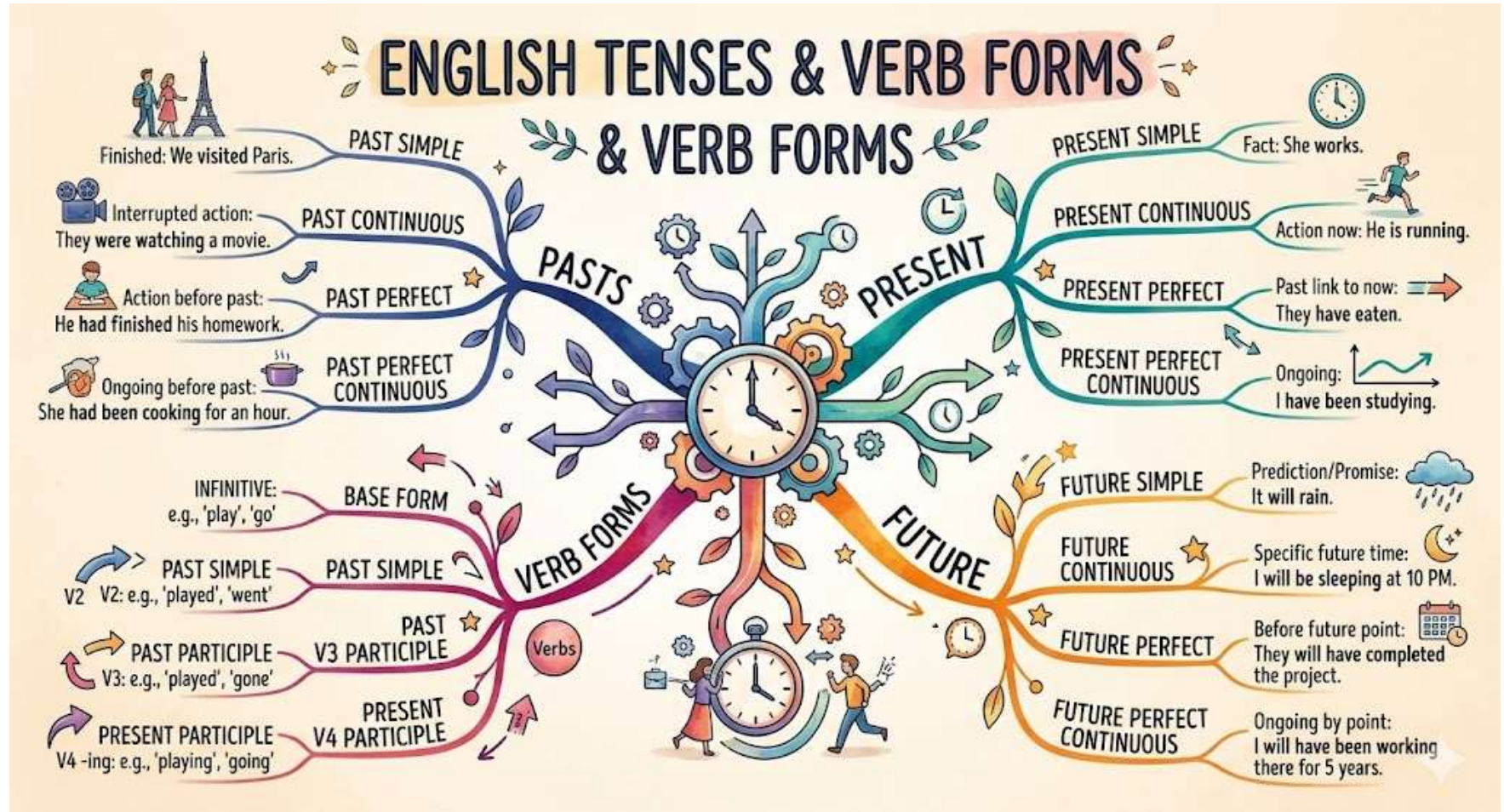
- **Step 1: Pair up with a partner (1 min)**
- **Step 2: Read technical scenario handout (2 min)**
- **Step 3: Identify and correct 5 tense errors (4 min)**
- **Step 4: Present corrections to class (2 min)**
- **Step 5: Discuss why corrections improve clarity (1 min)**



Mind Map Overview

Visual summary of tense categories and relationships

- **Present: Simple, Continuous, Perfect, Perfect Continuous**
- **Past: Simple, Continuous, Perfect, Perfect Continuous**
- **Future: Simple, Continuous, Perfect, Perfect Continuous**
- **Key indicators: Time markers, context, and purpose**
- **Common mistakes: Mixing tenses, wrong aspect, time confusion**



Practice Exercises

Test your understanding with real-world scenarios

- **Choose the correct tense: "The team _____ (complete) the project yesterday."**
- **Correct the error: "She will studying for exams last week."**
- **Fill in: "By next year, I _____ (work) here for five years."**
- **MCQ: Which tense describes an ongoing past action? (A) Simple past (B) Past continuous (C) Present perfect**
- **Technical scenario: "The software _____ (run) smoothly since the update."**



Answer Key & Takeaways

Check your work and remember key concepts

- **Exercise 1: completed**
- **Exercise 2: "She was studying" (past continuous)**
- **Exercise 3: will have been working**
- **Exercise 4: (B) Past continuous**
- **Exercise 5: has been running**

Key Takeaways

- **Match tense to time and context**
- **Use time markers as guides**
- **Practice with technical scenarios**
- **Review common mistakes regularly**

Master tenses, master communication!

