

13 The Present Perfect Tense

A Look at these pictures and write what you think has happened to the people in them. Use the clues in brackets to write a sentence for each picture.

1. (Rama/lose/thread and needle)

Rama has lost her thread and needle.



2. (Grandfather/misplace/glasses)

Grandfather has misplaced his glasses.

3. (Anil/fracture/arm)

Anil has fractured his arm.



4. (Tom/sit/painted bench)

Tom has sat on a painted bench.

5. (Priya/lose/tooth)

Priya has lost a tooth.



6. (Pranav/break/leg)

Pranav has broken his leg.

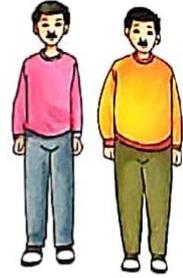
7. (Mr Chopra/lose/weight)

Mr. Chopra has lost weight.



8. (Buster/get/wet/rain)

Buster has got wet in the rain.



B Rewrite these sentences by using the verbs in brackets in the present perfect tense.

1. She (choose) these bangles. Aren't they nice?

She has chosen these bangles. Aren't they nice?

2. Here is your purse. I (find) it.

Here is your purse. I have found it.



3. My father (drive) here from work.

My father has driven here from work.

4. Many people (visit) Goa this year.

Many people have visited Goa this year.

5. The child (fall) into the pit.

The child has fallen into the pit.

6. The two ambassadors (meet) several times.

The two ambassadors have met several times.

7. She (sing) all the songs in her films.

She has sung all the songs in her films.

8. The oil well (produce) a million barrels.

The oil well has produced a million barrels.

C Rewrite these sentences in the negative.

1. He has telephoned again.

He has not telephoned again.

2. We have answered his query.

We have not answered his query.

3. You have broken the record.

You have not broken the record.

4. I have forgotten the message.

I have not forgotten the message.

5. It has been cold this winter.

It has not been cold this winter.

6. You have left your coat here.

You have not left your coat here.

7. The injured bird has recovered.

The injured bird has not recovered.

8. A thief has stolen my handbag.

A thief has not stolen my handbag.

D Rewrite these sentences in the interrogative form.

1. He has given sweets to the children.

Has he given sweets to the children?

2. She has given away her old clothes.

Has she given away her old clothes?

3. You haven't told the girls yet.

Haven't you told the girls yet?

4. They have been away a long time.

Have they been away a long time?

5. We have reached the end of the story.

Have we reached the end of the story?

6. They haven't started their studies yet.

Haven't they started their studies yet?

7. She has taught music here since the beginning of the term.

Has she taught music here since the beginning of the term?

8. They have always paid the rent regularly.

Have they always paid the rent regularly?

THE FOLLOWING WORK NEEDS TO BE DONE IN GRAMMAR COPY

SHORT PARAGRAPH DEVELOPMENT

- What is a paragraph?
- A paragraph is a group of sentences organized around a central topic. In fact, the simple rule of paragraph development is to focus on one idea.

ELEMENTS OF A PARAGRAPH

- 1. Unity: It means that every paragraph has one single, controlling idea that is expressed in its topic sentence. It is build around the main idea with the supporting sentences.
- 2. Order: It refers to the way we organise the supporting sentences in our paragraph.
- 3. Coherence: It makes the writing understandable. Sentences within a paragraph need to connect to each other and work together as a whole.
- 4. Completeness: It means that a paragraph should be well – developed. It should have a proper starting as well as a proper conclusion.

FORMAT OF SHORT PARAGRAPH DEVELOPMENT

TITLE OF THE PARAGRAPH

(AT THE CENTRE)

CONTENT.....
.....

✓ Note: no box required.

EXAMPLE 1

- Write a paragraph in about 70 – 80 words on the topic “ Should Plastics Be Banned?”

Should Plastics Be Banned

Plastic bags are a major cause of environmental pollution. Plastic as a substance is non – biodegradable and thus it remains in the environment for hundreds of years polluting it immensely. It has become very essential to ban plastic bags before they ruin our planet completely. Many countries around the globe have either put a ban on the plastic bag or levi tax on it. However, the problem hasn't been solved completely because the implementation of these measures hasn't been as successful.

EXAMPLE 2

- Write a paragraph in about 70 – 80 words on the topic “ Save Trees.”
- **SAVE TREES**
- From childhood, we have heard that trees are our best friend but in practical life, we don't see anyone who treats them as their friends. Humans because of their greed have been cutting and depleting them for various purposes. They are the most valuable life source on the earth. They benefit every life form in a direct or indirect way. They keep the surroundings green and clean. So, it becomes our responsibility to repay them for the things they do for us by saving them. Hence, we should not cut trees unnecessarily instead we should save them.

INFORMAL LETTER WRITING

An informal letter, also referred to as a friendly letter, is a personal letter written to friends or relatives.

FORMAT OF AN INFORMAL LETTER

- Address. The first thing to **write** is your address, i.e. the address of the sender...
- Date. Next just below the address we **write** the date. ...
- Greeting. Now since you know the person you are writing to, the greeting can be **informal** as well. ...
- Introductory Paragraph. ...
- Body of the **Letter**. ...
- Conclusion. ...
- (Yours lovingly/truly/sincerely)

Example -1

You are Aakriti/ Abhinav. Write a letter to your friend describing your boarding school in about 100- 120 words.

B-32, sector-11
Tilak Nagar
New Delhi-110085

10th October, 2020

Dear Muskan

How have you been? I hope my letter finds you in best of health and spirits. It has been almost a month I transferred to the boarding school. I am very happy in my new school. The classes and dormitories are very spacious. There are well equipped science laboratories and a library with a great collection of books. The school has amazing sports facilities such as swimming pool, horse riding track and archery range.

I believe my life here will be interesting and enjoyable. Although I have made many new friends, I still miss you and the other friends.

Please, pay my regards to your parents.

Yours sincerely
Aakriti/ Abhinav

EXAMPLE-2

- write a letter to your friend telling him/her about your online classes.

Sector-2
Ashok Nagar
Ranchi

3rd November, 2021

Dear Raj/Rohini

How have you been? I hope my letter finds you in best of health and spirits.

I am having online classes these days, and I was a bit free as well. So I thought I would write something to you.

All our school classes are being digitalized on the next level. Our classes are either conducted on zoom or on Microsoft teams, Depending upon which platform is easier to conduct a class. We get schedules a day prior and we have to prepare ourselves accordingly.

We are supposed to create an environment that is calm and noise-free so that when we have to converse it is easier for the listener to communicate. Plus, at the same time, we get homework also. We are supposed to finish our homework at the given time and we have to submit it by mailing it.

We have somehow learned how to use a computer well and how to use it effectively. I would love to teach you about the same. Waiting for your experience. Keep posting me.

Please, pay my regards to your parents.

Yours loving
XYZ