+49 511 4739339
james@englisch-lehrer.com · www.englisch-lehrer.com

C1 TENSES ≈ 27 MIN

Advanced Tense Choices — *practice on paper*

You know the forms; now choose them for roles, projects, updates, and attitudes.

Choose the message first: **simple** for an established frame, **continuous** for a limited or ongoing perspective.

NAME _____ DATE _____

YOUR BUILD 1 · SORTING ○ 2 · FILL-IN ○ 3 · CORRECT ○ 4 · WRITE ○

BRICK 1 · SORT BY FRAME · APPROX. 4 MIN ●○○

Sort each sentence: **established role or routine** on the left, **limited or ongoing task** on the right.

Our support team handles Nordic clients.
Leo runs the weekly finance call.
Priya owns the partner relationship.
The warehouse closes at six.
This dashboard shows current inventory.
This month, our support team is covering Spain.
Today, Leo is running the supplier briefing.
We are testing a new approval route this week.
Priya is working in Hamburg during the rollout.
The warehouse is running overnight this week.

ESTABLISHED ROLE OR ROUTINE	LIMITED OR ONGOING TASK

BRICK 2 · CHOOSE THE RIGHT TENSE · APPROX. 6 MIN ●●○

Complete the verb. Decide from the **intended message** and time frame.

01 Nora usually _____ our public-sector portfolio. (manage)
02 For this pilot, she _____ the onboarding calls herself. (handle)
03 Analysts _____ the forecast; the board can review it now. (send)
04 I _____ the delivery date is achievable. (think)
05 We _____ about adding a second reviewer. (think)
06 Our consultants _____ with the Warsaw team since January. (work)
07 I _____ this distributor for more than a decade. (know)
08 Please message later; I _____ the risk workshop now. (prepare)

YOUR BUILD · 1 · SORTING · 2 · FILL-IN · 3 · CORRECT · 4 · WRITE

BRICK 3 · FIND AND CORRECT THE MISTAKE · APPROX. 7 MIN

Each sentence contains one error in tense or perspective. Correct the whole sentence.

01 I lead the pilot since February.

02 She is knowing the regional director for years.

03 We have submitted the proposal yesterday.

04 My firm view is that I am thinking the forecast is credible.

05 At the moment, I update the stakeholder list.

06 She works on the Frankfurt launch this quarter.

BRICK 4 · WRITE WITH NUANCE · APPROX. 8 MIN

Write one English sentence for each prompt. Let the **intended message** guide your tense.

01 Role: describe an established responsibility.

02 Project: state a temporary assignment.

03 Update: report a completion that matters now.

04 Attitude: contrast a firm view with an idea in progress.

MINI-CHECK — CAN I DO THIS YET?

- [ ] I distinguish established roles from temporary assignments.
- [ ] I connect relevant completions to the current update.
- [ ] I use continuous statives only for a clear nuance.
- [ ] I choose between ongoing activity and state for duration.

Unsure? Label each message as role, project, update, or attitude before choosing.

Answer key

Check only when you have finished. Every answer comes with the **why** — the rule matters more than the result.

BRICK 1 · SORTING

01 Our support team handles Nordic clients.
Established role: Simple present shows the regular responsibility.

02 Leo runs the weekly finance call.
Routine: Simple present carries the recurring event.

03 Priya owns the partner relationship.
Established role: The stative verb stays in simple present.

04 The warehouse closes at six.
Routine: Simple present states the fixed schedule.

05 This dashboard shows current inventory.
Function: Simple present describes the established feature.

06 This month, our support team is covering Spain.
Limited frame: Present continuous fits this month.

07 Today, Leo is running the supplier briefing.
Ongoing task: Present continuous fits today.

08 We are testing a new approval route this week.
Trial period: Present continuous marks the limited week.

09 Priya is working in Hamburg during the rollout.
Project phase: Present continuous frames the temporary situation.

10 The warehouse is running overnight this week.
Temporary operation: Present continuous shows the limited frame.

BRICK 2 · FILL-IN

01 Nora usually **manages** our public-sector portfolio.
Routine: Usually calls for simple present here.

02 For this pilot, she **is handling** the onboarding calls herself.
Project phase: Present continuous marks the limited assignment.

03 Analysts **have sent** the forecast; the board can review it now.
Current relevance: Present perfect links completion and consequence.

04 I **think** the delivery date is achievable.
Assessment: Think stays in simple present here.

05 We **are thinking** about adding a second reviewer.
Ongoing consideration: Present continuous shows the process.

06 Our consultants **have been working** with the Warsaw team since January.
Ongoing activity: Perfect continuous connects it to now.

07 I **have known** this distributor for more than a decade.
State: Know uses perfect simple for the duration.

08 Please message later; I **am preparing** the risk workshop now.
Action now: Present continuous fits now.

BRICK 3 · CORRECT

01 I **have been leading** the pilot since February.
Continuing activity: Perfect continuous links the start to now.

02 She **has known** the regional director for years.
State: Know does not take continuous here.

03 We **submitted** the proposal yesterday.
Finished time: Yesterday calls for past simple.

04 My firm view is that I **think** the forecast is credible.
Settled assessment: Think stays in simple present.

05 At the moment, I **am updating** the stakeholder list.
Action now: Present continuous fits at the moment.

06 She **is working** on the Frankfurt launch this quarter.
Project phase: Present continuous fits this quarter.

BRICK 4 · WRITE

Answers vary; check that each tense carries your intended message.

01 I **coordinate** our quarterly partner reviews.
Established role: Simple present describes the responsibility.

02 For the next sprint, I **am supporting** the analytics team.
Project phase: Present continuous shows the temporary assignment.

03 We **have approved** the mock-up, so development can begin.
Update: Present perfect makes the completion relevant now.

04 I **believe** the plan is sound, but I **am considering** a backup.
Attitude: Simple assesses; continuous shows the ongoing thought.

NEXT BRICKS — KEEP BUILDING FREE ONLINE

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Present Perfect vs Past Simple
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Schaufelder Straße 11 · 30167
englisch-lehrer.com/hannover

BERLIN
Kurfürstendamm 30 · 10719
englisch-lehrer.com/berlin

ONLINE COURSES
englisch-lehrer.com/online
worldwide on Zoom

CONTACT
+49 511 4739339
james@englisch-lehrer.com