Present Tense Usage in E4PS

EXERCISE 1 — Complete the texts below with the appropriate form of *present simple*, sometimes in its passive voice:

a) European Parliament/ About Parliament

The European Parliament …… (1. to be) the only directly-elected EU body and one of the largest democratic assemblies in the world. Its 705 Members …… (2. to be) there to represent the EU's 447 million citizens. They …… (3. to be elected) once every five years by voters from across the 27 Member States.

…… (4. you / to want) to know how the Parliament …… (5. to be organised)? Once elected, Members …… (6. to organise) along political lines. They …… (7. to form) political groups to better defend their positions. Currently there are seven groups.

Most of Parliament's in-depth work …… (8. to be done) in specialised committees that …… (9. to prepare) reports that will later be voted on in the plenary.

The Parliament's rules of procedure …… (10. to provide) a detailed framework for the Parliament at work. Being a representative of all European citizens, the assembly's multilingualism has become one of its most important aspects. Parliamentary documents …… (11. to be published) in all the official languages of the EU and every MEP …… (12. to have) the right to speak in the official language of their choice.



About COP28 – COP 29 …… (1. to refer) to the United Nations Climate Change Conference taking place in Baku, Azerbaijan, from 11 to 22 November 2024. UN Climate Change conferences (or COPs) …… (2. to take) place every year, and …… (3. to be) the world's only multilateral decision-making forum on climate change that …… (4. to bring) together almost every country on Earth.

To put it simply, the COP …… (5. to be) where the world …… (6. to come) together to agree on ways to address the climate crisis, such as limiting global temperature rise to 1.5 degrees Celsius, helping vulnerable communities adapt to the effects of climate change, and

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achieving net-zero emissions by 2050. Officially, COP 29 …… (7. to stand) for the 29th meeting of the Conference of the Parties (COP) to the UNFCCC.

Why is the planet getting warmer?

The warming of Earth …… (8. to happen) because the atmosphere …… (9. to trap) heat radiating from the world and …… (10. to stop) it escaping into space. Certain gases in the atmosphere, called greenhouse gases, …… (11. to block) the heat from escaping. One of the biggest problems …… (12. to be) carbon dioxide (CO2). Carbon dioxide …… (13. to be released) naturally but humans have increased CO2 in the atmosphere by more than a third by burning fossil fuels like coal and oil.

People in poorer developing countries …… (14. to tend) to pollute less and …… (15. not/to be) responsible for most of the emissions in the past but they …… (16. to experience) some of the worst effects of climate change.



b) OECD

Council - Decision-making power…….. (1. to be vested) in the OECD Council. It …… (2. to be made up) of one representative per member country, plus a representative of the European Commission.

The Council …….. (3. to meet) regularly at the level of permanent representatives to OECD and decisions …… (4. to be taken) by consensus. These meetings …… (5. to be chaired) by the OECD Secretary-General. The Council also …….. (6. to meet) at ministerial level once a year to discuss key issues and set priorities for OECD work. The work mandated by the Council …… (7. to be carried out) by the OECD Secretariat.

Committees - Representatives of the 38 OECD member countries …… (8. to meet) in specialised committees to advance ideas and review progress in specific policy areas, such as economics, trade, science, employment, education or financial markets.

Secretariat – Mathias Cormann …… (9. to head) the OECD Secretariat and …… (10. to be assisted) by one or more Deputy Secretaries-General. Mr

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Cormann also …… (12. to chair) the Council, providing the link between national delegations and the Secretariat.

The Secretariat in Paris …… (13. to be made up) of some 2,500 staff who …… (14. to support) the activities of committees, and …….. (15. to carry out) the work in response to priorities decided by the OECD Council. The staff …… (16. to include) economists, lawyers, scientists and other professionals. Most staff members …… (17. to be based) in Paris but some …… (18. to work) at OECD centres in other countries.

c) The **British Broadcasting Corporation** (**BBC**) ……. (1. to be) the public-service broadcaster of the United Kingdom, headquartered at Broadcasting House in London.

It …… (2. to be) the world's oldest national broadcasting organisation and the largest broadcaster in the world by number of employees, with over 20,950 staff in total, of whom 16,672 …….. (3. to be) in public sector broadcasting; including part-time, flexible as well as fixed contract staff, the total number …… (4. to be) 35,402.

The BBC …… (5. to be established) under a Royal Charter and …… (6. to operate) under its Agreement with the Secretary of State for Culture, Media and Sport. Its work …… (7. to be funded) principally by an annual television licence fee which …… (8. to be charged) to all British households, companies, and organisations using any type of equipment to receive or record live television broadcasts. The fee …… (9. to be set) by the British Government, agreed by Parliament, and used to fund the BBC's extensive radio, TV, and online services covering the nations and regions of the UK. From 1 April 2014 it also …… (10. to fund) the BBC World Service, launched in 1932, which …… (11. to provide) comprehensive TV, radio, and online services in Arabic, and Persian, and …….. (12. to broadcast) in 28 languages.

Around a quarter of BBC revenues …… (13. to come) from its commercial arm BBC Worldwide Ltd. which …… (14. to sell) BBC programmes and services internationally and also …….. (15. to distribute) the BBC's international 24-hour English language news services BBC World News and BBC.com, provided by BBC Global News Ltd.

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d) The **House of Commons** …… (1. to be governed and managed) by a group of MPs and others who …… (2. to make up) the House of Commons Commission. The day to day running of the House …… (3. to be delegated) by the Commission to the senior officials who …… (4. to form) the House of Commons Executive Board.

The House of Commons Commission – The Commission …… (5. to be) responsible for the administration and services of the House of Commons, including the maintenance of the Palace of Westminster and the rest of the Parliamentary Estate.

Once a year the Commission …… (6. to present) to the House for its approval the 'Estimate for House of Commons: Administration', covering spending on the administration and services of the House for the financial year. The Commission …… (7. to meet) approximately once a month in Speaker's House. The Commission …… (8. to provide) the non-executive governance of the House by Members, but it …… (9. not / to manage) day to day operations. These …… (10. to be delegated) to the Commons Executive Board.

e) **The U.S. House of Representatives** – As per the Constitution, the U.S. House of Representatives …… (1. to make) and …… (2. to pass) federal laws. The House …… (3. to be) one of Congress's two chambers (the other …… (4. to be) the U.S. Senate), and part of the federal government's legislative branch. The number of voting representatives in the House …… (5. to be fixed) by law at no more than 435, proportionally representing the population of the 50 states.

What is a Representative? – Also referred to as a congressman or congresswoman, each representative …… (6. to be elected) to a two-year term serving the people of a specific congressional district. Among other duties, representatives …… (7. to introduce) bills and resolutions, …… (8. to offer) amendments and

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…… (9. to serve on) committees. The number of representatives with full voting rights …… (10. to be) 435, a number set by Public Law 62-5 on August 8, 1911, and in effect since 1913. The number of representatives per state …… (11. to be) proportionate to population.

EXERCISE 2 — Complete the passage about Peter Morgan with the correct form of *present simple* of these verbs:

not be	**check**	**get**	**greet**	**need**	**not leave**	**say**
spend	**switch on**		**take**	**travel**	**want**	**work**

Peter Morgan …… (1) for Electrosystems plc in London. He …… (2) to work by train and underground from his home in Wimbledon. The journey …… (3) 55 minutes door-to-door when the train …… (4) late. When he …… (5) to work, he …… (6) his colleagues, …… (7) his computer and …… (8) his emails. He …… (9) at least nine hours a day in the office and …… (10) before 7 o'clock. He …… (11) 'If you …… (12) to succeed in your career, you …… (13) to show commitment'.

EXERCISE 3 — Complete the dialogue by putting the verbs into the *present simple*, sometimes in its negative and interrogative forms:

HELMUT: It's a good conference, isn't it?

TATIANA: Yes, it is. …… (1. you / to come) every year?

HELMUT: Not every year. It …… (2. to depend) on whether I have the time. I …… (3. to work) in technical support in the IT area and we often have to deal with a crisis at short notice. We …… (4. not / to know) our job schedule from one week to

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the next. But I …… (5. to come) to the conference whenever I can. What about you? What …… (6. you / to do)?

TATIANA: I'm an information systems manager. I …… (7. to direct) the work of system analysts, computer programmers and support specialists like you. Listen, can I ask you something? …… (8. you / to plan) to stay in your company for ever?

HELMUT: Well, I like my work, but of course if someone …… (9. to make) me a more attractive offer, I'll consider it. Why? What …… (10. you / to have) in mind?

TATIANA: Our company often …… (11. to need) IT technicians, and we pay well. Here's my card. Give me a call next week. We …… (12. not / to have) any vacancies at the moment, but we're a big organization and we may be recruiting more people soon.

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EXERCISE 4 – Put each verb into the *present simple* or *present continuous*:

1. We …… (to spend) a lot of money on advertising this year.
2. Every year we …… (to spend) over € 500,000 on raw materials.
3. I …… (to enjoy) this conference - It's more interesting than last year.
4. I …… (to enjoy) a glass of wine occasionally, but I …… (not / to drink) very much.
5. Central banks always …… (to raise) interest rates when inflation goes up.
6. The Federal Reserve …… (to raise) rates quite slowly at the moment.
7. The sales report is my responsibility. Most of the time I …… (to write) it.
8. This time Wu …… (to write) the sales report – I'm away on holiday.
9. Look! They …… (to sell) their new cell phone with a 10% discount!
10. Of course, in the winter we …… (to sell) more coats, hats and scarves.
11. She's Czech – she …… (to come) from Prague.
12. She …… (to come) from Prague, so she may be late.

EXERCISE 5 – Put the verb into the *present simple* or *present continuous*:

1. It normally …… about two weeks, but this one …… longer than usual. (to take)
2. We usually …… everything by post, but we …… this package by courier so we can track it if there are any problems. (to send)

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3. The company usually …… us business class tickets, but they …… us economy tickets for this trip because there are so many of us going. (to give)
4. We normally …… a London firm, but we …… somebody local this time so we can keep an eye on every detail. (to use)
5. We …… more than we need at the best of times, and we …… a penny more than we need with interest rate at 12%. (not / to borrow)

EXERCISE 6 — Complete the following text with the appropriate form of *present simple* or *present continuous*:

The Google brand …… (1. to grow) rapidly. According to the Millward Brown Brandz report, it …… (2. to hold) first place in the list of top 100 brands. In fact, the IT field …… (3. to dominate) the top-ten corporate brands. Google …… (4. to operate) websites at many international domains, the most popular being www.google.com, and …… (5. to generate) revenue by providing effective advertising opportunities. Google always …… (6. to focus) on the user, and consumers usually …… (7. to see) Google as quite trustworthy. Nowadays, companies …… (8. to begin) to recognise that brands are amongst their most valuable assets. They …… (9. to understand) that brands …… (10. to become) ever more powerful in driving business growth. Strong brands …… (11. to generate) superior returns and protect businesses from risk. Google currently …… (12. to hold) the top position, but it has to keep innovating if it wants to remain number one. Blackberry and Apple are the two fastest-growing brands in the top 100, and China Mobile …… (13. to grow) steadily, too.

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EXERCISE 7 — Complete this article about the magazine *Time Out* with the correct form of *present simple* or *present continuous* of these verbs:

have(2x)	**not / have**	**investigate**	**look for**		**move**
	own	**provide**	**rely**	**try to**	**want**

Time Out, the London entertainment magazine, …….. (1) plans for expansion. It already …….. (2) the monthly magazine *Paris Passion*, and now …….. (3) beyond France to other markets such as Argentina and Japan. Tony Elliott, *Time Out*'s founder, says he …….. (4) local people to initiate and run the magazines, as *Time Out*'s London office …….. (5) the cash or management time. Elliott also …….. (6) plans for the website, Timeout.com, which was launched in 1995 and …….. (7) information about more than 30 cities. It …….. (8) on advertising revenue and a small amount of money from ticket sales to survive. But as *Time Out* changes and expands, Tony Elliott …….. (9) persuade advertisers in the printed version to take more space on the Internet site. Also, he …….. (10) the possibility of charging visitors to the site for access to some information. Despite these expansion plans, Elliot says that a flotation on the stock market is out of the question. He …….. (11.) to keep control of the business he has built up.

3.2 Write ✓ if the sentence is possible, write ✗ if it is impossible.

1 I'm drinking white wine. ✓
2 I'm preferring white wine. ✗
3 That laptop belongs to me.
4 That laptop is belonging to me.
5 It's seeming complicated.
6 It's becoming complicated.
7 This machine is costing $1m.
8 This machine is working well.
9 I need your signature.
10 I am needing your signature.
11 We're giving a discount.
12 We're wanting a discount.

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