Dept. of Hotel Management

First Year

English

**Past Continuous**

Past Continuous Tense is formed as follows :

I \ He \ She \ It + was + V. + ing.

We \ They \ You + were + V. + ing.

**Uses:**

1-Past Continuous tense is used for actions which had not finished at a particular time in the past.

Example \ At five o'clock , it was raining .

2-This tense is used to indicate a longer action in the past is interrupted. The interruption is usually a shorter action in past simple.

Example \ I was watching TV when she called.

3-When this tense is used in the same sentence with two actions , it expresses he idea that both actions were happening at the same time.

Example \ I was studying while he was making dinner.

**While v.s. When**

"When" is often followed by simple past.

Example \ I was studying when she called.

"While" is often followed by past continuous.

Example \ While I was studying , she called.

**Part 2**

Useful Phrases:

***On the Phone***

Who is this please ?

This is Mohammad speaking.

I'll phone back later.

I've got wrong number.

Please , leave a message after the beep.

Can I take a message?

Can I speak to…….., please?

Just a moment , please.

I'll ring you at about….

Thank you for ringing.

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