

Tense Overview

- Present simple: habits and facts - She works daily
- Present perfect: past action with present relevance - She has worked here since 2015
- Past simple: completed past - She worked yesterday
- Future: will + base verb - She will work tomorrow

Common Confusions

- its (possessive) vs it's (it is); their/there/they're
- since + point in time; for + duration
- a before consonant sounds; an before vowel sounds (an hour)

Reported Speech Shifts

- am/is -> was; are -> were; will -> would; can -> could
- today -> that day; tomorrow -> the next day; here -> there