

Present Perfect at work

1- You are a manager/ a group of managers in your company. Think about the following topics:

- What actions has your team taken so far this year?
- What actions are still not taken?
- What things you started doing in the past and you are still doing?
- What happened last year?

Compare your answers with the other group.

2- Is it important to provide the data you provided in the previous exercise? Why?

3- Can you always use a single (unique) verbal tense? Why?

4- Look at the following sentences. What can you deduce from them? Discuss in groups.

1. We have had a lot of problems so far this year.
2. We haven't attended the quarter meeting yet.
3. We have already set up our future plans.
4. We had new proposals last year.
5. We have had the same clients for 12 years.
6. We have planned the budget.
7. We have received foreign visitors lately.
8. We have just launched a new project.

Ex: in sentence 4 The action is over in a definite time in the past.