**Tense Situations and Mood**

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| **Tense** | **Description** | **Use** | **Examples** |
| Present Perfect Tense | The present form of *have* (*have* or *has*) with a participate:  has written  has sung  has spoken  has moved  have disliked | To show an action that began in the past but that continues, or whose effect continues, into the present  To tie up the action, in some way, to the present | Barbara Streisand *has* sung for an hour.  Dr. Lanier *has* spoken for an hour.  Mamie Hxon *has* been the Writing Lab director for many years.  Ever since I was a small child, I *have* disliked grammar. |
| Present Infinitive  Present Perfect Infinitive | An infinitive (*to* + the base form of a verb):  to write  An infinitive (*to* + the base form of a verb) combined with the verb *have*:  to have written | To follow verbs that point to the future such as hope, plan, expect, and intend  To express emotion about an action that has already been completed | I intended *to* *take* the TSWE last semester.  I had hoped *to* *pass* it too.  I am happy *to* *have* *passed* the TSWE.  Ima Goodwriter was disappointed *to* *have* *failed* it.  The Grammar Hotline is happy *to* *have* *been* of service to you. |
| Past Perfect Tense | The past form of *have* (*had*) with the past participle of a verb:  had brought  had written | To show an earlier action that is mentioned after a later action  Use the first perfect tense when the first action is mentioned last. | The labbies ate the doughnuts they had brought.  The Paper Critic reported the student who had plagiarized.  Tiff when back to sleep after she had shut off the alarm.  The student edited the paper he had written. |
| Future Perfect Tense | The auxiliary *will have* or *shall have* with the past participle of a verb:  will have written/shall have written | To describe an action that will have been completed at a specified future time. | By the end of the semester, five hundred students *will* *have* *used* the Writing Lab.  After I graduate, I *shall* *have* *written* over 50,000 words in essays. |
| Present Tense | The base and –s form of a verb:  writes (base form is *write*) | To show universally true statements, not limited to a particular time | Hamlet *is* one of the most indecisive characters in literature.  The labbie reminded us that “all right” *is* two words. |
| Past Tense | The past form of a verb | To show an action that has already taken place | Ralph Ellison *wrote* Invisible Man, which is a story about a man’s struggle to find his identity in society. |
| Past Perfect for Condition | An *if*-clause + a past perfect verb | To state a condition under which something could have or would have happened | If I *had* *seen* the light, I *would* *have* *stopped*.  It is very likely that they *would* *have* *struck* oil if only they *had* *drilled* twenty feet more. |
| Conditional | *would have* | Use in only one part of the sentence—the part that shows what would have happened if an earlier action (past present) had occurred. Be sure not to use the words “would have” in the “if” clause. | INCORRECT: If it *would* *have* *rained* another ten minutes, the game *would have been called off*.  CORRECT: If it *had rained* another ten minutes, the game *would have been called off*.  OTHER EXAMPLES: Frank *would not have bought* the car if he had known the reputation of the dealer.  You too *would have bought* the dress if you had seen it. |
| Subjunctive | Most common:  I wish that I *were*…  If I *were*… | The most common examples of subjunctive mood are wish statements. Subjunctive mood can also be used to express a doubt or uncertainty, statement contrary to fact, a parliamentary motion, and certain set phrases. Subjunctive mood is also used to express necessity, urgency, importance or insistence in *that* clauses after verbs of *insisting*, *asking*, *ordering*, *requesting*, and expressions as *it* *is* *necessary* and *it* *was* *urged*. | WISH STATEMENTS: I wish that I *were* going with you to Europe this summer.  If I *were* President, I would lower taxes.  A DOUBT OR UNCERTAINTY: If the weather report be true, we *will have* to change our plans.  STATEMENT CONTRARY TO FACT: If she were appointed chair, we *would have* strong leadership.  PARLIAMENTARY MOTION: I move that the proposal be adopted.  CERTAIN SET PHRASES: Heaven forbid!  If I were you… Far be it from me…  Winner need not be present to win.  TO EXPRESS NECESSITY, URGENCY, IMPORTANCE, OR INSISTENCE IN *THAT* –CLAUSES: It is important that all reports be submitted on time. |