

THE PRESENT PERFECT

FORM

+ I **have** **just** arrived
You **have** **failed** the exam
It **has** **started** raining

We **have** **had** lunch
You **have** **worked** hard
They **have** **already** left

___ I **haven't** **finished** **yet**
You **haven't** **been** to China
He **hasn't** **seen** 'Star Wars'

We **haven't** **slept**
You **still** **haven't** **phoned** her
They **haven't** **gone** far

? **Have** I **missed** anything ?
Have you **graduated** **yet** ?
Has it **stopped** snowing ?

Have we **arrived** **yet** ?
Have you **ever** **been** to Brazil ?
Have they **got** engaged ?

USE

We use the Present Perfect

(i) to talk about the present result of a past action.

(ii) to talk about an action or event which occurred in the immediate past.

(iii) to talk about an action or event which began in the past and has lasted until now.

(iv) to talk about actions or events occurring in an unfinished period of time.

VIDEO COMPREHENSION QUESTIONS

PART 1: FOUR CONVERSATIONS

'Face2Face 2e Pre-Intermediate DVD 11 Did You Four Conversations'

<https://www.youtube.com/watch?v=vzW2VvSBGNg>

- 1) Where did Charlotte do her yoga course?
- 2) What has happened to Charlotte recently?
- 3) Has Ben had enough sleep?
- 4) Why not?
- 5) Where has Amy arranged to go this weekend?
- 6) Has Liam spoken to Steve about the National Sales Manager's job?
- 7) What did Steve say to Liam?

PART 2: JOANNA LUMLEY

'BBC extracts for speakout pre-intermediate - unit9'

<https://www.youtube.com/watch?v=rT51D6KH4iM>

- 1) Where has Joanna Lumley always dreamed of going?
- 2) Where did she live as a girl?
- 3) What has she brought with her on her journey?
- 4) What did she like most about 'Ponny the Penguin'?
- 5) How has she decided to travel to Tromso?
- 6) What is the most astonishing thing she has ever seen in her life?
- 7) How long has she waited to see it?

QUICK REVIEW In a shop Work in pairs. Role-play a conversation between a sales assistant and a customer in a clothes shop. When you have finished, swap roles. Try to continue each conversation for two minutes.

Vocabulary Collocations (3)

1 a Match the verbs in A to the words/phrases in B. Check in **VOCABULARY 11.1** p149.

A	B
have	paid
book	a car accident
get	a holiday
give	your bank account
get	someone a call
check	a message
transfer	an operation
have	your job
lose	money to someone's account

b Write four sentences about you or people you know. Use the collocations in 1a.

My sister booked a holiday last week.

c Work in pairs. Take turns to tell each other your sentences. Ask follow-up questions if possible.

My sister booked a holiday last week.

Where's she going?

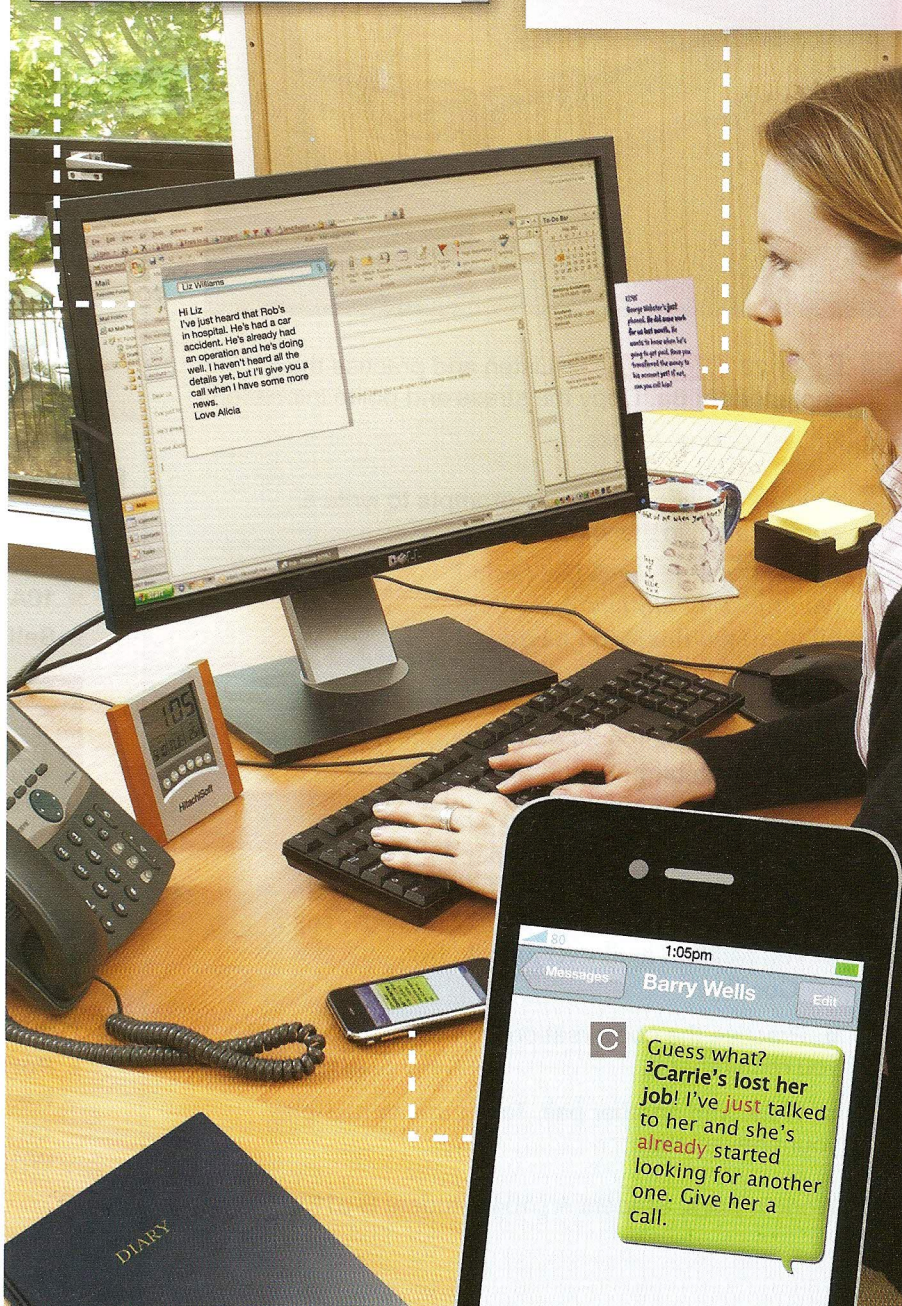
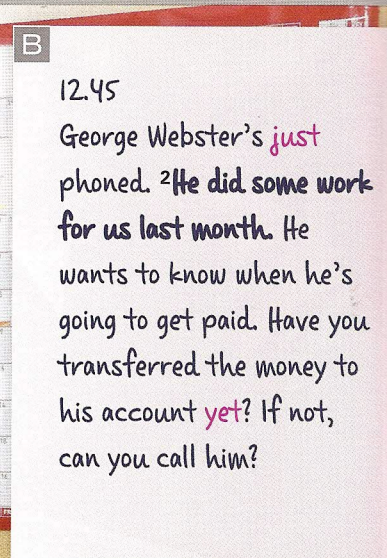
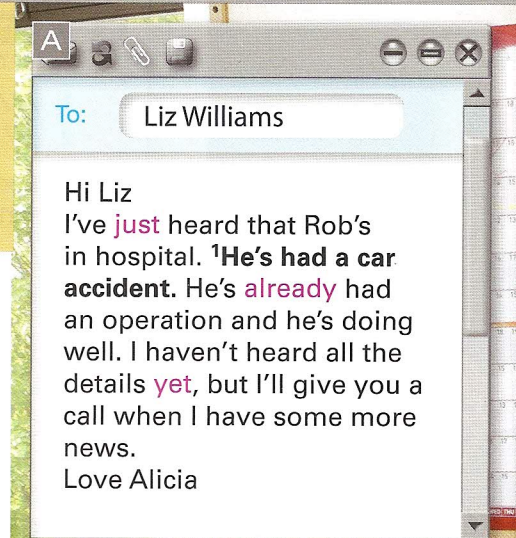
To the USA.

Oh, whereabouts?

Reading and Speaking

2 Look at the photo of Liz and read her messages A–C. Answer these questions.

- 1 Why is Rob in hospital?
- 2 What does George Webster want?
- 3 Who lost her job?



HELP WITH GRAMMAR Present Perfect for giving news with *just*, *yet* and *already*

3 a Look at sentences 1–3 in bold in Liz’s messages. Which verbs are in the Present Perfect? Which verb is in the Past Simple?

b Fill in the gaps in these rules with *Past Simple* or *Present Perfect*.

- We use the _____ for giving news about things that happened in the past and are connected to the present. We don’t know or don’t say when they happened.
- We use the _____ if we say when something happened.

c Look at messages A–C again. Underline all the examples of *just*, *yet* and *already*. Then fill in the gaps in the rules with these words.

- We use _____ to say something happened very recently.
- We use _____ to say something hasn’t happened, but we think it will happen in the future.
- We use _____ to say something happened before now (often sooner than expected).

d Look at the examples of *just*, *yet* and *already* in messages A–C again. Then answer these questions.

- 1 Which of these words do we usually use in:
 - a positive sentences?
 - b negative sentences and questions?
- 2 Which words usually go:
 - a between the auxiliary and the past participle?
 - b at the end of the sentence or clause?

e Check in **GRAMMAR 11.1** p150.

4 CD3 25 PRONUNCIATION Listen and practise. Copy the stress.

*I've **ju**st **he**ard that Rob's in **h**ospital.*

*He's **al**ready **had** an **o**peration.*

*I **ha**ven't **he**ard **all** the **de**tails **ye**t.*

5 a Put the words in brackets in the correct places in the sentences.

- 1 I haven't been to visit him. (yet)
- 2 She's started writing her CV. (just)
- 3 He's called the office three times. (already)
- 4 Has she phoned her husband? (yet)
- 5 I've talked to his parents. (already)
- 6 I've transferred the money. (just)

b Work in pairs. Compare sentences. Then match the sentences in **5a** with Liz’s messages A–C.

6 a CD3 26 Listen to Liz talking to Carrie. Has Carrie got any good news? If so, what is it?

b Look at Carrie’s ‘to do’ list. Then listen again and tick the things Carrie’s already done.



To do

- check bank account
- email customers
- tell Brian the news
- phone Phil Taylor back
- look for a holiday online
- book a holiday!

c Work in pairs. Compare answers. What hasn't Carrie done yet?

d Look at Audio Script **CD3 26** p164. Listen again. Underline all the examples of *just*, *yet* and *already*.

HELP WITH LISTENING

Present Perfect or Past Simple

7 a CD3 27 Listen to these sentences. Notice the difference between the **Present Perfect** and the **Past Simple**.

- 1 I've **booked** a holiday. I **booked** a holiday.
- 2 He's **had** an operation. He **had** an operation.
- 3 I've **lost** my job. I **lost** my job.

b CD3 28 Listen to six pairs of sentences. Which do you hear **first**, the Present Perfect (PP) or the Past Simple (PS)?

1 PP

8 a Make sentences with these words. Use the Present Perfect.

- 1 I / lunch / have / just *I've just had lunch.*
- 2 yet / I / a holiday / not book
- 3 already / this year / I / on holiday / go
- 4 what to do / yet / I / not decide / next weekend
- 5 a new job / just / I / find
- 6 look at / already / I / for this lesson / the DVD-ROM

b Tick the sentences that are true for you.

c Work in pairs. Compare sentences.

Get ready ... Get it right!

9 Work in pairs. Student A p102. Student B p108.

STUDENT A

Fill in the gaps with *you* and the correct form of these verbs

Have	Go on	Eat	Drive	Meet	Study	See	Miss
------	-------	-----	-------	------	-------	-----	------

- 1) Have *you ever missed* a plane ?
 - 2) anything good on TV this week ?
 - 3) ever sushi ?
 - 4) How long your mobile phone ?
 - 5)you ever the Present Perfect before ?
 - 6) ever holiday to a very hot country ?
 - 7) ever a sports car ?
 - 8) ever someone from the USA ?
-

STUDENT B

Fill in the gaps with *you* and the correct form of these verbs

Know	Go on	Speak	Fly	Miss	Lose	See	Receive
------	-------	-------	-----	------	------	-----	---------

- 1) Have *you ever missed* a plane ?
- 2) a good film recently ?
- 3) to anyone in your family today ?
- 4) How long the other students in this class ?
- 5) ever a really bad holiday ?
- 6) ever anything important ?
- 7) ever to a very distant country ?
- 8) ever a really fantastic present ?

QUICK REVIEW Past Simple Work in pairs. Tell each other about things you did last week. Find five things you both did. **A** *I went to a football match last week.* **B** *So did I.* Ask follow-up questions if possible.

Vocabulary and Speaking Types of film

1 Work in groups. Discuss these questions.

- How often do you go to the cinema or watch films on DVD?
- How often do you watch films online?
- Which do you like best – watching a film at the cinema, on DVD or on your computer? Why?

2 **a** Work in pairs. Which of these types of film do you know? Check new words/phrases in **VOCABULARY 4.1** → p134.

an animated film a love story a comedy a war film
 a thriller an action film an adventure film a horror film
 a western a drama a science-fiction (sci-fi) film a musical

b Work in groups. Tell the other students what types of film you like and don't like.

3 **a** Match questions 1–4 to a–d.

- | | |
|----------------------------|------------------------------------|
| 1 What kind of film is it? | a the actors |
| 2 Who's in it? | b the type of film |
| 3 What's it about? | c the person's opinion of the film |
| 4 What's it like? | d the plot (the story of the film) |

b **CD1** → 40 **PRONUNCIATION** Listen and practise questions 1–4 in **3a**. Copy the stress and linking.

What kind of film is it?

c Write the names of the last film you saw: on TV, on DVD, at the cinema, online.

d Work in pairs. Ask your partner about the films. Use the questions in **3a**.

What was the last film you saw on TV?

Inception.

What kind of film is it?

It's a sci-fi film.

Reading and Speaking

4 **a** Work in pairs. What do you know about the actor Johnny Depp? Can you name any of his films?

b Before you read, check these words/phrases with your teacher.

a lookalike appear in a film realise something
 for charity a character a costume

5 Cover the article. Then look at photos A and B. Which is the real Johnny Depp, do you think? Which is a lookalike?



A famous face?

You probably haven't heard of Danny Lopez, but his amazing resemblance to the actor Johnny Depp has made him one of the most successful celebrity lookalikes in the world.

Danny started acting at the age of seven and he's appeared in over 500 films, plays and TV shows as an actor and a musician. He first realised that he looked like Johnny Depp in 1984, when he saw Johnny in the film *A Nightmare on Elm Street*. "Now, almost every time I walk down the street, people confuse me with Depp," says Danny. (By the way, Danny's photo is the one on the right.)

These days Danny works as a professional Johnny Depp lookalike, making appearances at private parties and public events all over the world. He's worked for many famous companies and he's done a lot of work for charity. "It can be a fun job sometimes," says Danny. "The best thing I like about it is that it makes kids happy." He often dresses as characters from Depp's films, such as Captain Jack Sparrow, Willy Wonka or the Mad Hatter, and he's spent over \$20,000 on costumes.

"I haven't met Johnny," says Danny, "but he knows about me." And an incredible coincidence is that Danny and Johnny were born on exactly the same day – 9th June 1963!

6 a Read the article and check your answer to 5. What do Danny Lopez and Johnny Depp have in common?

b Read the article again. Answer these questions.

- When did Danny start acting?
- When did he realise that he looked like Johnny Depp?
- Where does Danny make appearances as Johnny Depp?
- What does Danny think is the best thing about the job?
- Do Danny and Johnny Depp know each other?

HELP WITH GRAMMAR Present Perfect for life experiences (1): positive and negative

7 a Look at these sentences. Then choose the correct verb form in the rules.

Present Perfect	He's done a lot of work for charity.
Past Simple	Danny started acting at the age of seven.

- We use the *Present Perfect/Past Simple* for experiences that happened some time before now. We don't know or don't say when they happened.
- We use the *Present Perfect/Past Simple* if we say exactly when something happened.

b Fill in the gaps for the Present Perfect with 've, haven't, 's or hasn't.

POSITIVE

I/you/we/they + _____ (= have) + past participle
he/she/it + _____ (= has) + past participle

NEGATIVE

I/you/we/they + _____ + past participle
he/she/it + _____ + past participle

TIP • We often use *never* with the Present Perfect:
I've never met Johnny Depp.

c How do we make past participles of regular verbs? Is there a rule for past participles of irregular verbs?

d Check in **GRAMMAR 4.1** p135.

8 a Look at the article again. Underline all the verbs in the Present Perfect and circle all the verbs in the Past Simple.

b Work in pairs. Compare answers. What are the infinitive forms of the verbs?

9 a Write the Past Simple and the past participle of these irregular verbs. Check in the Irregular Verb List, p167.


meet *met met* make spend hear have read
win wear give do see take be go

b **CD1** 41 **PRONUNCIATION** Listen and practise.

meet, met, met

10 Read about Suzie Kennedy. Put the verbs in the correct form of the Present Perfect or Past Simple.

www.hireallookalike.com/marilyn



Suzie Kennedy is probably the world's most famous Marilyn Monroe lookalike. She ¹ 's been (be) on TV all over the world and she ² _____ (make) adverts for companies such as Citroën and Pepsi. Suzie can act and sing exactly like Marilyn, and in 2009 she ³ _____ (appear) in the play *Marilyn and Lucy* in London's West End. She ⁴ _____ (also appear) in a number of films as Marilyn. She ⁵ _____ (star) in the Italian comedy *Me and Marilyn* in 2010 and the film ⁶ _____ (make) £2 million in its first weekend. Suzie ⁷ _____ (also work) as a model and she ⁸ _____ (wear) a lot of Marilyn Monroe's original clothes and film costumes. The real Marilyn Monroe ⁹ _____ (die) in 1962, but Suzie's life ¹⁰ _____ (never be) more exciting than it is now.

Get ready ... Get it right!

11 Write three true sentences and three false sentences about your life experiences. Use the Present Perfect.

I've been to the USA twice.

I've met a very famous actor.

12 a Work in pairs. Take turns to say your sentences. Guess if your partner's sentences are true or false. Ask follow-up questions about the true sentences.

I've been to the USA twice.

I think that's false.

No, it's true!

Really? When did you last go there?

b Tell the class about one of your partner's true experiences.

YOU TUBE TV

'SO I U03 DVDclip'

<https://www.youtube.com/watch?v=LyK15BdNDAA>

- 1) Who has YouTube built the 'Deep Focus' production studio for ?
- 2) How many subscribers has each Partner in YouTube's Partner Programme got ?
- 3) How have YouTube's Partners benefitted from being able to use these facilities ?
- 4) How has YouTube benefitted from providing its Partners with these facilities ?
- 5) How long has YouTube existed ?
- 6) Have creative artists made a lot of money out of putting their work on the Internet ?
- 7) Why / why not ?
- 8) Who has made most money from the digital media since the 1990's ?

3) PERSONAL SKILLS

This part of your CV describes the skills and competences you have acquired in the course of your life, i.e. your ability to do something special in an effective or satisfactory way. These may not be covered by formal qualifications, so write down any talents or abilities you may have in the boxes below. Do not forget to specify the context in which they were acquired, e.g. sport, work, training, voluntary work etc.

3a) COMMUNICATION SKILLS

This refers to the talents and abilities you acquire by living and working with other people in situations where communication is important (in multilingual or multicultural environments, for example) and/or where teamwork is essential. Have you taken part in the Erasmus student exchange scheme ? Have you done any charity work ? Have you acted in a drama group ?

3b) ORGANIZATIONAL / MANAGERIAL SKILLS

This refers to your ability to manage and/or coordinate people, projects and budgets. Have you ever been in charge of a team, a project or a group of people ? If so, were you also responsible for its finances ?

3c) OTHER SKILLS

This may refer to your mastery of particular kinds of machinery. For example, can you sail a boat, drive a tractor or handle professional audiovisual equipment ? You should also include any individual artistic or sporting skills you may have.

4) **WRITING:** Now complete the blank Curriculum Vitae on the following pages with your own biodata.

EFL Teacher

Stevenage College of Higher Education [01/09/1986 – 30/06/1987]

Address: Monkswood Way, Stevenage (United Kingdom)

City: Stevenage

Country: United Kingdom

- **Business or sector:** Education

Teaching EFL to young adults at Intermediate and Cambridge First Certificate level.

EFL / ESL Teacher

Letchworth College of Higher Education [01/09/1985 – 30/06/1987]

Address: Broadway, Letchworth (United Kingdom)

City: Letchworth

Country: United Kingdom

- **Business or sector:** Education

Teaching EFL and ESL to young adults at all levels.

EDUCATION AND TRAINING

International Diploma in Language Teaching Management

University of Queensland [01/07/2008 – 30/07/2009]

Address: St Lucia Campus, Brisbane (Australia)

<https://icte.uq.edu.au/study/teacher-training/idltm>

Master of Arts (MA) in Teaching English as a Foreign Language

The University of Reading [01/05/1999 – 30/09/2002]

Address: Centre for Applied Language Studies, Reading (United Kingdom)

<https://www.reading.ac.uk/english-language-and-applied-linguistics/>

TEFL Teaching Certificate

Luton College of Higher Education [01/11/1985 – 30/01/1986]

Bachelor of Arts, BA (Hons), in English and Drama

University of Wales [30/09/1980 – 30/07/1983]

Address: Singleton Park, Swansea (United Kingdom)

GCE A Levels in English, French and Economics

Hitchin Boys' School [01/09/1973 – 30/07/1980]

Address: Bancroft, Hitchin (United Kingdom)

LANGUAGE SKILLS

Mother tongue(s):

English

Italian

LISTENING: C2 READING: C2 UNDERSTANDING: C1
SPOKEN PRODUCTION: C1
SPOKEN INTERACTION: C1

Indonesian

LISTENING: B1 READING: B1 UNDERSTANDING: B1
SPOKEN PRODUCTION: B1 SPOKEN INTERACTION: B1

French

LISTENING: B1 READING: B1 UNDERSTANDING: A2
SPOKEN PRODUCTION: A2 SPOKEN INTERACTION: A2

DIGITAL SKILLS

Microsoft Excel / Power Point / Microsoft Office

PUBLICATIONS

Tourism Translation: from Dictionary to Corpus [2021] with Patrizia Giampieri

ISBN: 978 88 95315 74 4

<https://www.lepenseur.it/bookshop/it/libri-in-italiano/prod-88-tourism-translation--9788895315744>

Straight to Work 2 / Subito Al Lavoro 2 [2015]

ISBN: 978 88 6924 126 0

A course book for Business Communication students

https://www.amazon.it/Straight-work-Subito-lavoro-Ediz-bilingue/dp/8869241262/ref=sr_1_1?__mk_it_IT=%C3%85M%C3%85%C5%BD%C3%95%C3%91&dchild=1&keywords=martin+harper&qid=1595843336&sr=8-1

“One Nation, One People, One Language” – The Story of Indonesia & Bahasa Indonesia [2013]

ISBN: 978 88 6056 367 5

A sociolinguistic study of the Indonesian language and its history

https://www.academia.edu/31526294/One_Nation_One_People_One_Language._The_Story_of_Indonesia_and_Bahasa_Indonesia_di_Martin_Harper_Macerata_eum_edizioni_universit%C3%A0_di_macerata_2013

Straight to Work: Business Communication in English 1 / Subito Al Lavoro: l'inglese in ufficio 1 [2010]

ISBN: 978 88 6259 185 0

A course book for Business Communication students

https://www.amazon.it/Straight-work-Subito-lavoro-Ediz-bilingue/dp/8862592701/ref=sr_1_fkmr1_2?__mk_it_IT=%C3%85M%C3%85%C5%BD%C3%95%C3%91&dchild=1&keywords=martin+harper+straight+to+work+1&qid=1595843636&sr=8-2-fkmr1

"Elementary My Dear Watson" – A Listening Skills Development Course [2008]

ISBN: 978 88 6056 092 6

A course book for English language students

<http://eum.unimc.it/it/monografie/127-elementary-my-dear-watson>

Business Communication: from Purpose to Objective [2006]

ISBN: 88 6056 099 3

A manual for teachers on how to teach Business Communication in English

<http://eum.unimc.it/it/monografie/19-business-communication-from-purpose-to-objective>

Shamanism and traditional healers in modern-day Indonesia [2004]

A chapter in Znamenski, A.A. (ed.) *Shamanism: Critical Concepts in Sociology* (3 vols), published by Routledge

https://books.google.it/books?id=-Elbb5zYvWMC&pg=PA294&lpg=PA294&dq=martin+harper+shamanism+and+traditional+healers+in+modern+day+indonesia&source=bl&ots=QzuOwEIQpv&sig=ACfU3U1Vequ-sTzk-fV_yiNrKChqZ4F8CQ&hl=it&sa=X&ved=2ahUKEwi24baNk-3qAhXiyKYKHTySCp8Q6AEwA3oECAoQAQ#v=onepage&q=martin%20harper%20shamanism%20and%20traditional%20healers%20in%20modern%20day%20indonesia&f=false

English versus National Discipline [2001]

An article that appeared in the journal *Heteroglossia* vol. 8. (Quaderno della Sezione Linguistica del Dipartimento di Studi su Mutamento Sociale, Istituzioni Giuridiche e Comunicazione dell'Università degli Studi di Macerata)

Dialects of Dissent: languages of colonialism, anti-colonialism & post-colonialism in Indonesia [1996]

An article that appeared in *Heteroglossia* vol. 6. (Quaderno della Sezione Linguistica del Dipartimento di Studi su Mutamento Sociale, Istituzioni Giuridiche e Comunicazione dell'Università degli Studi di Macerata)

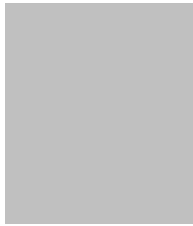
Bahasa Indonesia: the lingua franca of the Malay Archipelago [1993]

An article that appeared in *Koiné* III (1) (Quaderni di ricerca e didattica sulla traduzione e interpretazione. Misano Adriatico: Istituto San Pellegrino)

Accent and the British class system [1993]

An article that appeared in *Heteroglossia* vol. 5. (Quaderni dell'Istituto di Lingue Straniere dell'Università degli Studi di Macerata)

PERSONAL INFORMATION



- 
- 
- 
- 
- 



Sex

| Date of birth

| Nationality

JOB APPLIED FOR

WORK EXPERIENCE

From to

Business or sector

From to

Business or sector

EDUCATION AND TRAINING

From to

From to

PERSONAL SKILLS

Mother tongue(s)

Other language(s)

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
Common European Framework of Reference for Languages

Communication skills

Organizational / managerial skills

Job-related skills

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving

Levels: Basic user - Independent user - Proficient user
Digital competences - Self-assessment grid

Other skills

Driving licence

ADDITIONAL INFORMATION

Publications

Presentations

Projects

Conferences

Seminars

ANNEXES

EUROPASS CV 2020 – Compilation Procedure

- 1) Go to: <https://europa.eu/europass/en/create-europass-cv>
- 2) Create your 'Personal Profile' by going to: <https://europa.eu/europass/eportfolio/screen/profile-wizard?lang=en>
- 3) Register online
- 4) Add your Personal Information / Work Experience / Education & Training / Personal Skills to your 'Personal Profile'.
- 5) Then go to 'Create Your CV' <https://europa.eu/europass/eportfolio/screen/cv-editor?lang=en>
Select 'Start From Your Profile'
Click on 'Select Your Entire Profile'
Edit your CV, if necessary, and then 'Choose Your Template'.
Then click on 'Next'
- 6) Then choose a name for your CV and download it as a PDF file by clicking on 'Download'.
- 7) You can update your Europass CV by returning to your 'Personal Profile' whenever you want.