

CHEATSHEET TIME ADVERBS

Mastering the difference between the use of the Past Simple tense and the Present Perfect tense can be a challenge for any student of English as a foreign language. As a Business professional you may have to describe your performance last year and compare it with your performance to date. You may also need to describe your career history in a job interview and talk about past achievements and your experience to date.

How can Time adverbs help? Try using these ACRONYMS:

Past tense - We sold 2,000 units last year in Europe, and we broke into the Asian market 2 months ago.

Think LADY.....

L last

A ago

D day/date/time = on/at/in

Y yesterday

Present Perfect – We have just launched a new model, it has been on the market for 1 week and we have already sold 100 units.

Think FYNER JAS

F for

Y yet

N never

E ever

R recently

J just

A already

S since