



Name: Class: Date:

Worksheet 9: C/B p. 31_B

UNIT 3: On ...duty

Grammar (Time Clauses)

Study the notes and then do the tasks that follow them.



Time Clauses



They **had booked** tickets **before** they **went** to the cinema.
They **will go** home **when** the film is over.

- ◆ We use the following time conjunctions to introduce **time clauses**.

when - as - while - before - after - since - until/till - whenever - as long as - by the time - as soon as - the moment that - no sooner ...than - hardly ... when - once - immediately - the first/last/next time etc.

- ◆ When the time clause precedes the main clause, a comma is used.

e.g. Whenever he is in town, he visits us.

time clause	main clause
He visits us whenever he is in town.	
main clause	time clause

Sequence of Tenses

- ◆ Time clauses follow the rule of the sequence of tenses. That is, when the verb of the main clause is in a present or future form, the verb of the time clause is in a present form. When the verb of the main clause is in a past form, the verb of the time clause is in a past form too.

Main clause		Time clause
present / future / imperative	→	present simple or present perfect
She takes off her shoes the moment that she gets home. I'll call you as soon as I get to my hotel. Turn off the lights before you leave .		
past simple / past perfect	→	past simple or past perfect
He took a shower after he had finished painting the room. They had reserved a table before they went to the restaurant.		

Time Conjunctions

- ◆ **ago - before**

ago = before now

e.g. My parents **got** married twenty years **ago**.
(= twenty years before now)

before = before a past time

e.g. Helen and Mike **got** married last month.
They **had met** six months **before**. (= six months before last month)

- ◆ **until/till - by the time**

until/till = up to the time when

e.g. You must stay in the office **until/till** you **finish/have finished** the report.
(= up to the time when you finish the report)
They'll be at their summer house **until/till** Sunday.
(= up to Sunday)

by the time + clause = not later than the moment something happens

e.g. I will have set the table **by the time** you **come** home. (= before, not later than the moment you come home)

by = not later than

e.g. I'll let you know my decision **by** Friday. (= not later than Friday)

Note: a) not ... until/till

e.g. I **won't** have finished my work **until/till** **before** Thursday.

b) Both until/till and before can be used to say how far away a future event is.

e.g. There's only one week **until/till/before** my summer holidays.

- ◆ **during - while/as**

during + noun = in the time period

e.g. We learnt several interesting facts **during** the lecture.

while/as + clause = in the time period

e.g. We learnt several interesting facts **while/as** we **were listening** to the lecture.

- ◆ **when = (time conjunction) + present tense**

e.g. We'll order some pizzas **when** our friends **get** here.

when = (question word) + will/would

e.g. I'm not sure **when** his next book **will be published**.

Practice

1

Fill in the gaps with **by, until, while, before, hardly ... when, as soon as, when, as long as or by the time.**

- 1 You can keep those CDs for as long as you like.
- 2 I can't do any washing the washing machine is repaired.
- 3 We saw the smoke we turned into our street.
- 4 We had gone to bed there was a knock at the door.
- 5 Sarah parked the car Paul dashed into the bank.
- 6 I have to finish these letters I can leave the office.
- 7 Wait here I get back.
- 8 I was washing my hair the phone rang.
- 9 You must be home eleven o'clock tonight.
- 10 Sue reached the bank, it had closed.

2

Put the verbs in brackets into the correct tense.

- 1 A: I must tell Steve the good news.
B: Don't worry. I 'll tell (tell) him when I see (see) him.
- 2 A: How did your tear your dress?
B: I (step) on it as I (get) out of the car.
- 3 A: Have you finished with the newspaper?
B: Almost. You can have it after I (read) the sports section.
- 4 A: When will they announce the results?
B: They (not/announce) them until they (mark) all the papers.
- 5 A: When did you realise you had been burgled?
B: I knew it the moment I (arrive) home.
- 6 A: You should be in bed by now.
B: I (go) to bed as soon as I (finish) this chapter.
- 7 A: Has your boss signed the contract yet?
B: No. I'm not sure when he (sign) it.
- 8 A: Have you spoken to Uncle John?
B: Yes. I (phone) him before I (leave) the house.
- 9 A: Did your friends organise a surprise party for your birthday?
B: Yes! No sooner (I/open) the door than all my friends (jump) out to surprise me!
- 10 A: Do you see Catherine very often?
B: We meet whenever she (have) the time.
- 11 A: Can I borrow your dictionary, please?
B: You can have it once I (finish) with it.
- 12 A: Has Lee cleaned his room yet?
B: No, but he will have done it by the time Mum (get) home.

3

Underline the appropriate time phrases and put the verbs into the correct tense.

- 1 I'll call you while/the moment I get (get) home.
- 2 You can visit me whenever/till you (want) to.
- 3 We went for a walk after/until we (eat) breakfast.
- 4 Once/Before he (read) the manual, he knew how to operate the machine.
- 5 I was doing the ironing during/while he (wash) the car.
- 6 They didn't get married until/by the time they (save) enough money for their honeymoon.
- 7 I'll write to you as soon as/immediately I (have) the results.
- 8 I got to the station till/just as the train (pull in).
- 9 We won't move to a new house since/before the children (leave) school.
- 10 They had fixed the roof until/by the time John (come) back.
- 11 The students don't know when/till the results (announce).

4

Complete each sentence with two to five words, including the word in bold.

- 1 As soon as he woke up, he jumped out of bed.
moment He jumped out of bed the moment he woke up.
- 2 She did some research before she wrote her report.
after She wrote her report some research.
- 3 I had no sooner entered the house than the phone rang.
hardly I had the phone rang.
- 4 Simon hurt his leg climbing a tree.
while Simon hurt his leg a tree.
- 5 We can't go. We have to wait for the taxi to arrive.
until We can't go arrives.
- 6 We opened the gate. The dog ran towards us.
sooner We had than the dog ran towards us.
- 7 The shop will open at nine o'clock. The staff will have come in to work by then.
time The staff will have come in to work the shop opens.
- 8 Moira bought the ring only after she had made sure it was solid gold.
before Moira made sure the ring was solid gold it.
- 9 Her phone card ran out during her conversation with her mother.
while Her phone card ran out her mother.