

El Presente

Use the **Present Tense** to describe something that is taking place right now or an action that is repeated regularly.

Also use it to tell a general truth.

-ar

-o	-amos
-as	-áis
-a	-an

-er

-o	-emos
-es	-éis
-e	-en

-ir

-o	-imos
-es	-ís
-e	-en

Yo **bebo** café por la mañana = I **drink** coffee in the morning

Tu **comes** en la cafetería = You **eat** in the cafeteria

Nosotros **vivimos** en Missouri = We **live** in Missouri

El Pretérito

Use this version of the **Past Tense** to indicate a specific action that had a definite beginning and end in the past.

Note: In the **Preterite** -er and -ir endings are the same.

-ar

-é	-amos
-aste	-asteis
-ó	-aron

In English the
-ed form of verb.

-er and -ir

-í	-imos
-iste	-isteis
-ió	-ieron

Tu **hablaste** con ella ayer.

You **talked** to her yesterday./You **did talk** to her yesterday.

El Imperfecto

The Imperfect is another form of the *Past Tense*. It refers to habitual or repeated actions in the past, with no reference to when they began or ended.

-ar

-aba	-ábamos
-abas	-abais
-aba	-aban

-er and -ir

-ía	-íamos
-ías	-íais
-ía	-ían

Irregulares

ir

iba	íbamos
ibas	ibais
iba	iban

ser

era	éramos
eras	erais
era	eran

ver

veía	veíamos
veías	veíais
veía	veían

D. U. W. I. T.

D is for description

Cuando yo **tenía** 17 años, **era** joven y **vivía** en Miami.

U is for used to... and habitual or repeated actions

Frecuentemente, tú **estudiabas** español.

W is for was or were + ing

Ella **jugaba** fútbol.

I is for inner state

Nosotros **estábamos** cansados y **queríamos** ir a casa.

T is for time and temperature

Eran las 12:00 y **hacía** calor.

¡**OJO!** *El Imperfecto* is equivalent to three forms in English.

I **used to live** in Philadelphia.

Yo **vivía** en Philadelphia. = I **lived** in Philadelphia.

I **was living** in Philadelphia.

El Presente Progresivo

The **Present Progressive** is another form of the **Present Tense** used to describe something that is taking place RIGHT NOW.

It is formed by combining the present tense form of **estar** and the **present participle (-ing)** form of the verb.

estar

estoy	estamos
estás	estáis
está	están

Present Participle **(-ing) form of verb**

add **-ando** to the stem of **-ar** verbs

add **-iendo** to the stem of **-er** and **-ir** verbs

Yo **estoy estudiando** español ahora. / I am studying Spanish right now.

El Imperfecto Progresivo

The **Imperfect Progressive** is used to describe something that was taking place at a specific time in the past.

It is formed with the **imperfect tense** of the verb **estar** and the **present participle (-ing)** form of the verb.

estar

estaba	estábamos
estabas	estabais
estaba	estaban

Present Participle

add **-ando** to the stem of **-ar** verbs

add **-iendo** to the stem of **-er** and **-ir** verbs

Yo **estaba durmiendo** a las 11:00. / I was sleeping at 11:00 o'clock.

Los Mandatos Afirmativos con tú

The **Affirmative tú Commands** are used when you tell someone TO DO something.

The command forms for *tú* have exactly the same form as the third person singular of the present tense.

Command forms = Present Tense of él/ella/Ud.

ar → **-a** er / ir → **-e**

Mona, **escucha** el radio.

Gabriela, **come** las verduras.

Teresa, **sirve** los refrescos por favor.

Irregulares

decir – di	salir – sal
hacer – haz	ser – sé
ir – ve	tener – ten
poner – pon	venir – ven



¡OJO! Remember that direct, indirect and reflexive pronouns are **ALWAYS attached to an affirmative command**. Then you must **ADD** an accent on the vowel in the third to last syllable.

Levántate**e** ahora.

Hazla**a** cama.

Explícale**le** a tu profesora por qué llegaste tarde.

Los Mandatos Negativos con tú

The **Negative tú Commands** are used when you tell someone NOT to do something.

To form the negative command:

Paso 1 → Start with the **yo** present tense form of the verb

Paso 2 → Drop the **-o**

Paso 3 → Add the following endings:

-ar verbs take the ending **-es**

-er and **-ir** verbs take the ending **-as**

llenar lleno → llen- + **es** **No llenes** un formulario sin leerlo.

comer como → com- + **as** **No comas** eso.

escribir escribo → escrib- + **as** **No escribas** con lápiz.

¡OJO! In stem-changing verbs the stem change remains.

-car (c → qu) **No toques** el piano.

-gar (g → gu) **No llegues** tarde.

-zar (z → c) **No cruces** aquí.

Irregulares

ir → **NO** **vayas**

ser → **NO** **seas**

dar → **NO** **des**

estar → **NO** **estés**

Los Mandatos Afirmativos y Negativos con *Ud.* y *Uds.*

Affirmative or Negative command = When you tell someone to do something or NOT to do something.

Ud. = “you”, but in a formal way (also used informally in Latin America)

Uds. = “you all” in a formal way (also used informally in Latin America)

Ud.* & *Uds.—We use to address a person or persons with respect

Por ejemplo: a boss, an elderly person or a stranger (someone you don't know)

Formation

The formation is the same as the *Ud.* and *Uds.* of the present subjunctive

llenar		leer		escribir	
(no) llene	(no) llenen	(no) lea	(no) lean	(no) escriba	(no) escriban



Verbs that have irregular forms in the present subjunctive have the **SAME** irregular forms in the ***Ud.* and *Uds.* commands.**



Por ejemplo:

decir → (no) **diga** (no) **digan**
ir → (no) **vaya** (no) **vayan**
jugar → (no) **juegue** (no) **jueguen**

¡**OJO!** **RID**—Reflexive pronouns and indirect or direct object pronouns are attached to the **end** of affirmative commands.
These same pronouns go **before** negative commands.

Mandatos afirmativos con *Ud.*

Mandatos negativos con *Uds.*

Diversifíquese.

Explíqueme el problema.

Cómprelo, señor.

No se diversifiquen.

No me expliquen el problema.

No lo compren, señores.

¡**OJO!** Add an accent if the command is more than two syllables.