THE ENGLISH VERB TENSES AT A GLANCE (focusing on changes in the form of the verb)

Past Perfect	Past Simple	← Present → Perfect	Present Simple	Future Simple	Future Perfect
Distant Past (finished); used to talk about a finished event which happened before a past time.	PAST finished): used to talk about events in the past.	Recent Past: used to refer to events that began in the past with the probability of continuing into the present, and we can see the results/effects	Used to describe habits/routines/ general rules/opinions.	Used for promises, predictions, future plans.	Used to say that something will be ended, completed, or achieved by a particular point in the future.
Active: had used Passive: had been used	Active: used Passive: was/were used	Active: has/have used Passive: has/have been used	Active: use/uses Passive: is/are used	Active: will use Passive: will be used	Active: will have used Passive: will have been used
Past Perfect	Past progressive	Present Perfect	Present	Future	Future Perfect
Progressive Used to talk about something that was in progress recently, before, or up to a past point in time.	Used to describe an event that was in progress during the past time period.	Used to describe continuous or repeated events extending from the past into the present.	Progressive Used to talk about events which are in progress at the moment of speaking.	Progressive Used to talk about a future pre- arranged activity or something predicted to start before a particular point of future time.	Used to emphasise the duration of an activity in progress at a particular point in the future.
Active: had been using	Active: was using Passive: was being used	Active: has/have been using	Active: am/is/are using Passive: am/is/are being used	Active: will be using	Active: will have been using