

Simple Past Tense – Practice 5

B1 / B2 Level – Student Worksheet

Name: _____ Date: _____ Score: _____

VERB LIST – Regular & Irregular Verbs

Regular verbs:

Base form	Past simple	Example sentence
clarify	clarified	She clarified her position at the start of the meeting.
retain	retained	The firm retained its market-leading position.
suspend	suspended	The board suspended the CEO pending an investigation.
dispute	disputed	He disputed the findings of the independent audit.
diversify	diversified	The company diversified into new markets.

Irregular verbs:

Base form	Past simple	Example sentence
blow	blew	A change in regulation blew the deal apart.
creep	crept	Costs crept up steadily throughout the year.
forbid	forbade	The injunction forbade any further publication of the data.
lie	lay	The real problem lay in a lack of clear communication.
mean	meant	The delay meant a significant loss of revenue.
overrun	overran	The project overran both its budget and its deadline.
oversee	oversaw	She oversaw the entire transition process.
rethink	rethought	They rethought the strategy following the poor results.
shed	shed	The company shed over two hundred jobs in the restructure.
spread	spread	Uncertainty spread rapidly across the whole sector.

Remember! Use the past simple for completed actions in the past. Negatives: didn't + base form.
Questions: Did + subject + base form. Never use the past form after didn't or Did.

EXERCISE 1 – True or False?

Read each sentence. Write **True** or **False**. If false, write the correct version.

No.	Sentence	True / False
1.	"The project overran its budget by a considerable margin." is correct.	_____
2.	"Costs crept up steadily throughout the reporting period." is correct.	_____
3.	"She didn't oversee the transition — she delegated it entirely." is correct.	_____
4.	"Did the delay mean a significant loss of income?" is correct.	_____
5.	"The injunction forbade any further release of the data." is correct.	_____
6.	"They rethought their entire approach following the poor results." is correct.	_____
7.	"Did uncertainty spreaded quickly through the sector?" is correct.	_____

8.	"The real problem lied in poor internal communication." is correct.	_____
9.	"She didn't clarify her position until very late in the process." is correct.	_____
10.	"The company shed a significant number of positions last year." is correct.	_____

EXERCISE 2 – Multiple Choice

Choose the correct answer.

- Costs _____ up considerably over the course of the financial year.
a) crept b) crept c) creeping
- The project _____ its original budget by nearly thirty percent.
a) overran b) overran c) overrunning
- She _____ the entire restructuring process from beginning to end.
a) oversaw b) overseen c) overseeing
- _____ the delay mean a significant reduction in projected earnings?
a) Did b) Does c) Was
- They _____ rethink the strategy without a clearer picture of the market.
a) didn't b) couldn't c) hadn't
- The injunction _____ any further communication with the press.
a) forbid b) forbade c) forbidding
- The real problem _____ in a fundamental breakdown of trust.
a) lied b) lay c) lain
- _____ uncertainty spread across the sector following the announcement?
a) Did b) Does c) Was
- The company _____ a large number of positions in the latest round of cuts.
a) shed b) shedded c) shedding
- She _____ her position clearly and left no room for misinterpretation.
a) clarified b) clarified c) clarifying

EXERCISE 3 – Gap Fill

Complete each sentence with the correct past simple form of the verb in brackets.

No.	Sentence
1.	Costs _____ (creep) up gradually throughout the entire financial year.
2.	She _____ (not / oversee) the process — she handed it to a deputy.
3.	_____ (the project / overrun) its original schedule?
4.	The delay _____ (mean) a considerable reduction in projected profit.
5.	They _____ (rethink) the whole approach after the initial results came in.
6.	_____ (uncertainty / spread) to other parts of the organisation?
7.	The real problem _____ (lie) in a lack of clear strategic direction.
8.	The company _____ (shed) over three hundred roles during the restructure.
9.	_____ (she / clarify) her position before the end of the session?

10. He _____ (not / dispute) the findings — he accepted them in full.

EXERCISE 4 – Matching

Match each sentence beginning (1–8) with the correct ending (a–h).

Sentence beginning	Answer	Ending
1. Costs crept ...	_____	a) ... the transition — she delegated it to a trusted deputy.
2. She didn't oversee ...	_____	b) ... in a failure to communicate clearly across departments.
3. The project overran ...	_____	c) ... up steadily despite efforts to control expenditure.
4. The delay meant ...	_____	d) ... over three hundred positions in the latest round of cuts.
5. They rethought ...	_____	e) ... its budget and its deadline by a considerable margin.
6. The real problem lay ...	_____	f) ... the entire strategy following the disappointing first-quarter results.
7. The company shed ...	_____	g) ... across the sector following the surprise announcement?
8. Did uncertainty spread ...	_____	h) ... a substantial reduction in the projected year-end profit.

EXERCISE 5 – Word Order

Put the words in the correct order to make a sentence or question.

No.	Words	Your sentence
1.	costs / crept / up / throughout / year / the	_____
2.	she / didn't / oversee / the / process	_____
3.	did / overrun / the / project / its / budget	_____
4.	the / delay / meant / a / loss / significant	_____
5.	they / the / rethought / strategy / entire	_____
6.	the / real / problem / lay / in / communication	_____
7.	the / shed / company / positions / over / three / hundred	_____
8.	did / spread / uncertainty / the / across / sector	_____
9.	she / clarified / her / position / clearly	_____
10.	when / did / the / project / overrun	_____

EXERCISE 6 – Error Correction

Each sentence has one mistake. Write the correct sentence.

No.	Incorrect sentence	Correct sentence
1.	Costs crept up despite repeated attempts to bring them under control.	_____
2.	She didn't oversaw the project — it was managed by her deputy.	_____
3.	Did the project overraned its original schedule?	_____
4.	The delay meanted a significant shortfall in revenue.	_____
5.	They rethought their strategy in light of the disappointing figures.	_____
6.	The real problem lied in poor communication between departments.	_____
7.	The company shedded a large number of posts during the restructure.	_____
8.	Did uncertainty spreaded to other parts of the business?	_____

9.	She didn't clarify her position until the very end of <u>the discussion.</u>
10.	He disputed the accuracy of several key figures in <u>the report.</u>

TEACHER ANSWER KEY – DO NOT DISTRIBUTE TO STUDENTS

EXERCISE 1 – Answers

No.	Sentence	Answer
1.	"The project overran its budget by a considerable margin."	True. Correct.
2.	"Costs crept up steadily throughout the reporting period."	False. Creep is irregular. Correct: Costs crept up steadily
3.	"She didn't oversee the transition — she delegated it entirely."	True. Correct.
4.	"Did the delay mean a significant loss of income?"	True
5.	"The injunction forbade any further release of the data."	True. Correct.
6.	"They rethought their entire approach following the poor results."	True. Correct.
7.	"Did uncertainty spreaded quickly through the sector?"	Correct. After Did, use the base form. Correct: Did uncertainty
8.	"The real problem lied in poor internal communication."	Correct. Lie (to exist/be located) is irregular. Correct: The r
9.	"She didn't clarify her position until very late in the process."	True. Correct.
10.	"The company shed a significant number of positions last year."	True. Correct.

EXERCISE 2 – Answers

No.	Question	Answer
1.	Costs _____ up considerably over the course of the financial year.	a) crept
2.	The project _____ its original budget by nearly thirty percent.	b) overran
3.	She _____ the entire restructuring process from beginning to end.	a) oversaw
4.	_____ the delay mean a significant reduction in projected earnings?	a) Did
5.	They _____ rethink the strategy without a clearer picture of the market.	b) didn't
6.	The injunction _____ any further communication with the press.	b) forbade
7.	The real problem _____ in a fundamental breakdown of trust.	b) lay
8.	_____ uncertainty spread across the sector following the announcement?	a) Did
9.	The company _____ a large number of positions in the latest round of cuts.	b) shed
10.	She _____ her position clearly and left no room for misinterpretation.	a) clarified

EXERCISE 3 – Answers

No.	Sentence	Answer
1.	Costs _____ (creep) up gradually throughout the entire financial year.	crept
2.	She _____ (not / oversee) the process — she handed it to a deputy.	didn't oversee
3.	_____ (the project / overrun) its original schedule?	Did the project overrun
4.	The delay _____ (mean) a considerable reduction in projected profit.	meant
5.	They _____ (rethink) the whole approach after the initial results came in.	rethought
6.	_____ (uncertainty / spread) to other parts of the organisation?	Did uncertainty spread
7.	The real problem _____ (lie) in a lack of clear strategic direction.	lay
8.	The company _____ (shed) over three hundred roles during the restructuring.	shed
9.	_____ (she / clarify) her position before the end of the session?	Did she clarify

10.	He _____ (not / dispute) the findings — he accepted them in full.	didn't dispute
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EXERCISE 4 – Answers

Sentence beginning	Answer	Full sentence
1. Costs crept ...	c	1. Costs crept up steadily despite efforts to control expenditure.
2. She didn't oversee ...	a	2. She didn't oversee the transition — she delegated it to a trusted deputy.
3. The project overran ...	e	3. The project overran its budget and its deadline by a considerable margin.
4. The delay meant ...	h	4. The delay meant a substantial reduction in the projected year-end profit.
5. They rethought ...	f	5. They rethought the entire strategy following the disappointing first-quarter results.
6. The real problem lay ...	b	6. The real problem lay in a failure to communicate clearly across departments.
7. The company shed ...	d	7. The company shed over three hundred positions in the latest round of restructuring.
8. Did uncertainty spread ...	g	8. Did uncertainty spread across the sector following the surprise announcement?

EXERCISE 5 – Answers

No.	Words	Answer
1.	costs / crept / up / throughout / year / the	Costs crept up throughout the year.
2.	she / didn't / oversee / the / process	She didn't oversee the process.
3.	did / overrun / the / project / its / budget	Did the project overrun its budget?
4.	the / delay / meant / a / loss / significant	The delay meant a significant loss.
5.	they / the / rethought / strategy / entire	They rethought the entire strategy.
6.	the / real / problem / lay / in / communication	The real problem lay in communication.
7.	the / shed / company / positions / over / three / hundred	The company shed over three hundred positions.
8.	did / spread / uncertainty / the / across / sector	Did uncertainty spread across the sector?
9.	she / clarified / her / position / clearly	She clarified her position clearly.
10.	when / did / the / project / overrun	When did the project overrun?

EXERCISE 6 – Answers

No.	Incorrect sentence	Correct sentence
1.	Costs crept up despite repeated attempts to bring them under control.	Costs crept up throughout the year despite repeated attempts to bring them under control.
2.	She didn't oversaw the project — it was managed by her deputy.	She didn't oversee the project — it was managed by her deputy.
3.	Did the project overran its original schedule?	Did the project overrun its original schedule?
4.	The delay meant a significant shortfall in revenue.	The delay meant a significant shortfall in revenue.
5.	They rethought their strategy in light of the disappointing figures.	They rethought their strategy in light of the disappointing figures.
6.	The real problem lied in poor communication between departments.	The real problem lay in poor communication between departments.
7.	The company shedded a large number of posts during the restructuring.	The company shed a large number of posts during the restructuring.
8.	Did uncertainty spreaded to other parts of the business?	Did uncertainty spread to other parts of the business?
9.	She didn't clarify her position until the very end of the discussion.	She clarified her position until the very end of the discussion.
10.	He disputed the accuracy of several key figures in the report.	He reported the accuracy of several key figures in the report.