

Past Perfect

B1 Intermediate

Student Worksheet

Name: _____

Date: _____

Score: ____ / 56

Exercise 1 — True or False? (8 points)

Read each statement. Write **True** or **False**.

1. In reported speech, the Simple Past shifts back to the Past Perfect.

Answer: _____

2. "By the time" is used to show that something happened after a particular moment.

Answer: _____

3. The third conditional uses the Past Perfect in the if-clause.

Answer: _____

4. In the third conditional, both the condition and the result actually happened.

Answer: _____

5. "Once he had signed the contract" means he signed it and then something else happened.

Answer: _____

6. In narrative writing, the Past Perfect is used for the main story events.

Answer: _____

7. "She said she had finished" is an example of reported speech with Past Perfect.

Answer: _____

8. "If I had known, I would have called" is a third conditional sentence.

Answer: _____

Exercise 2 — Multiple Choice (8 points)

Choose the correct form. Circle your answer.

1. She told me she ____ the report before the deadline.

(had submitted / submitted / has submitted)

2. By the time the ambulance arrived, the situation ____.

(had already stabilised / already stabilised / has already stabilised)

3. If I ____ about the delay, I would have taken a different route.

(had known / knew / have known)

4. Once she ____ her degree, she moved abroad.

(had completed / completed / has completed)

5. He said he ____ the email, but I checked and he hadn't.

(had sent / sent / has sent)

6. If we ____ the last train, we would have been stranded.

(hadn't caught / didn't catch / haven't caught)

7. I ____ until she explained the situation to me.

(hadn't understood / didn't understand / haven't understood)

8. By the time we found a parking space, the film ____.

(had already started / already started / has already started)

Exercise 3 — Matching (8 points)

Match each sentence (1–8) to the correct description (a–h). Write the letter.

Sentences	Descriptions
1. He told me he had already spoken to the manager. ____	A. Past Perfect in reported speech — backshift from Simple Past.
2. By the time we reached the hospital, the operation had begun.	B. Past Perfect with "by the time" — the earlier completed action.
3. If she had applied earlier, she would have got the job. ____	C. Third conditional — imaginary past situation and its result.
4. Once he had read the contract carefully, he signed it. ____	D. Past Perfect with "once" — sequence of two past events.
5. I hadn't realised there was a problem until she pointed it out.	E. Past Perfect with "until" — something not known up to a past moment.
6. She walked in and saw that someone had rearranged her desk.	F. Past Perfect for background context in a narrative.
7. If they had left earlier, they would have avoided the traffic.	G. Third conditional — the past condition that did not happen.
8. He said he had never visited the city before. ____	H. Past Perfect in reported speech — backshift from Present Perfect.

Exercise 4 — Gap Fill (8 points)

Choose the correct form from the brackets.

1. She mentioned that she ____ the project the week before.

(had finished / finished / has finished)

2. By the time the rescue team arrived, the hikers ____ shelter in a cave.

(had found / found / have found)

3. If he ____ the instructions, he would have assembled it correctly.

(had followed / followed / has followed)

4. Once they ____ the data, the analysis became much clearer.

(had collected / collected / have collected)

5. He told the interviewer he ____ in the industry for ten years.

(had worked / worked / has worked)

6. If I ____ my umbrella, I would have got completely soaked.

(hadn't brought / didn't bring / haven't brought)

7. I ____ about the change in policy until the email arrived.

(hadn't heard / didn't hear / haven't heard)

8. As soon as she ____ speaking, the audience began to applaud.

(had finished / finished / has finished)

Exercise 5 — Word Order (8 points)

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

1. already / She / had / sent / said / the / email / she

2. arrived / By / we / the / time / they / had / left

3. known / I / I / had / would / called / If / have

4. signed / Once / he / deal / the / he / felt / had / relieved

5. saw / things / She / walked / someone / had / in / moved / her / and

6. earlier / they / have / If / arrived / left / would / on / time / had / they

7. Japan / to / He / me / been / told / had / never / he

8. finished / As / called / had / she / soon / she / as / me

Exercise 6 — Word Sort (8 points)

Write each sentence in the correct column of the table below.

Word bank: He told me he had already spoken to her. | They said they had never seen anything like it. | He mentioned that he had worked there for five years. | By the time the show started, we had found our seats. | Once he had read the report, he called a meeting. | By the time I called, she had already made her decision. | If she had revised more, she would have passed. | If we had booked earlier, we would have got a better price. | If I had taken that job, I would have moved to Berlin. | She opened the door and saw that someone had been in the room. | The inspector noticed that someone had forced the lock. | She arrived to find that the meeting had already finished.

Reported Speech	Time Expression (by the time/once)	Third Conditional	Narrative Background
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Exercise 7 — Complete the Conversation (8 points)

Choose the correct form from the brackets.

A: I ____ really well, so I felt confident.

(had prepared / prepared / have prepared)

B: Did they ask about your experience? I ____ on similar projects before.

(had worked / worked / have worked)

A: I ____ some of the questions before, but I managed.

(hadn't seen / didn't see / haven't seen)

B: If you ____, would you have asked for help?

(had struggled / struggled / have struggled)

A: By the time I finished, I ____ everything they asked.

(had answered / answered / have answered)

B: They said they ____ interviewed someone with your background before.

(had never / have never / never)

Past Perfect — ANSWER KEY

B1 Intermediate

TEACHER ANSWER KEY — Do not distribute to students

Exercise 1 — True or False?

1. In reported speech, the Simple Past shifts back to the Past Perfect.
✓ True
2. "By the time" is used to show that something happened after a particular moment.
✓ False
3. The third conditional uses the Past Perfect in the if-clause.
✓ True
4. In the third conditional, both the condition and the result actually happened.
✓ False
5. "Once he had signed the contract" means he signed it and then something else happened.
✓ True
6. In narrative writing, the Past Perfect is used for the main story events.
✓ False
7. "She said she had finished" is an example of reported speech with Past Perfect.
✓ True
8. "If I had known, I would have called" is a third conditional sentence.
✓ True

Exercise 2 — Multiple Choice

1. She told me she ____ the report before the deadline.
✓ had submitted
2. By the time the ambulance arrived, the situation ____.
✓ had already stabilised
3. If I ____ about the delay, I would have taken a different route.
✓ had known
4. Once she ____ her degree, she moved abroad.
✓ had completed
5. He said he ____ the email, but I checked and he hadn't.
✓ had sent
6. If we ____ the last train, we would have been stranded.

✓ hadn't caught

7. I ____ until she explained the situation to me.

✓ hadn't understood

8. By the time we found a parking space, the film ____.

✓ had already started

Exercise 3 — Matching

1. He told me he had already spoken to the manager.

✓ Past Perfect in reported speech — backshift from Simple Past.

2. By the time we reached the hospital, the operation had begun.

✓ Past Perfect with "by the time" — the earlier completed action.

3. If she had applied earlier, she would have got the job.

✓ Third conditional — imaginary past situation and its result.

4. Once he had read the contract carefully, he signed it.

✓ Past Perfect with "once" — sequence of two past events.

5. I hadn't realised there was a problem until she pointed it out.

✓ Past Perfect with "until" — something not known up to a past moment.

6. She walked in and saw that someone had rearranged her desk.

✓ Past Perfect for background context in a narrative.

7. If they had left earlier, they would have avoided the traffic.

✓ Third conditional — the past condition that did not happen.

8. He said he had never visited the city before.

✓ Past Perfect in reported speech — backshift from Present Perfect.

Exercise 4 — Gap Fill

1. She mentioned that she ____ the project the week before.

✓ had finished

2. By the time the rescue team arrived, the hikers ____ shelter in a cave.

✓ had found

3. If he ____ the instructions, he would have assembled it correctly.

✓ had followed

4. Once they ____ the data, the analysis became much clearer.

✓ had collected

5. He told the interviewer he ____ in the industry for ten years.

✓ had worked

6. If I ____ my umbrella, I would have got completely soaked.

✓ hadn't brought

7. I ____ about the change in policy until the email arrived.

✓ hadn't heard

8. As soon as she ____ speaking, the audience began to applaud.

✓ had finished

Exercise 5 — Word Order

1. ✓ She said she had already sent the email

2. ✓ By the time we arrived they had left

3. ✓ If I had known I would have called

4. ✓ Once he had signed the deal he felt relieved

5. ✓ She walked in and saw someone had moved her things

6. ✓ If they had left earlier they would have arrived on time

7. ✓ He told me he had never been to Japan

8. ✓ As soon as she had finished she called me

Exercise 6 — Word Sort

Reported Speech:

✓ He told me he had already spoken to her.

✓ They said they had never seen anything like it.

✓ He mentioned that he had worked there for five years.

Time Expression (by the time/once):

✓ By the time the show started, we had found our seats.

✓ Once he had read the report, he called a meeting.

✓ By the time I called, she had already made her decision.

Third Conditional:

✓ If she had revised more, she would have passed.

✓ If we had booked earlier, we would have got a better price.

✓ If I had taken that job, I would have moved to Berlin.

Narrative Background:

✓ She opened the door and saw that someone had been in the room.

✓ The inspector noticed that someone had forced the lock.

✓ She arrived to find that the meeting had already finished.

Exercise 7 — Complete the Conversation

1. A: I ___ really well, so I felt confident.

✓ had prepared

2. B: Did they ask about your experience? I ___ on similar projects before.

✓ had worked

3. A: I ___ some of the questions before, but I managed.

✓ hadn't seen

4. B: If you ___, would you have asked for help?

✓ had struggled

5. A: By the time I finished, I ___ everything they asked.

✓ had answered

6. B: They said they ___ interviewed someone with your background before.

✓ had never