Title: Mastering English for SBI PO 2025 Complete Guide for Prelims, Mains & Descriptive Paper

About the Book: This eBook is your one-stop solution to crack the English Language section of the SBI PO exam. Covering all essential concepts, shortcuts, and practice sets, it helps you tackle everything from Grammar, Vocabulary, Reading Comprehension, and Cloze Test to Descriptive Essay and Letter Writing.

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Day 1: Mastering Tenses for SBI PO

What is Tense?

Tense is the form of a verb that shows the **time** and **state** of an action or event. In SBI PO, tense-related errors are commonly asked in **error spotting**, **fill in the blanks**, **sentence correction**, and **reading comprehension**.

Types of Tenses (12 Tenses Chart)

Tense	Type	Structure Example	Example Sentence
Present Tense	Simple Present	Subject + V1	She writes poems.
	Present Continuous	Subject + is/am/are + V1+ing	I am reading a book.
	Present Perfect	Subject + has/have + V3	They have arrived.
	Present Perf. Cont.	Subject + has/have been + V1+ing	He has been waiting since morning.

Tense	Type	Structure Example	Example Sentence
Past Tense	Simple Past	Subject + V2	We watched the movie.
	Past Continuous	Subject + was/were + V1+ing	She was cooking.
	Past Perfect	Subject + had + V3	He had left the room.
	Past Perf. Cont.	Subject + had been + V1+ing	I had been studying for hours.
Future Tense	Simple Future	Subject + will/shall + V1	They will win.
	Future Continuous	Subject + will be + V1+ing	I will be traveling tomorrow.
	Future Perfect	Subject + will have + V3	She will have completed the task.
	Future Perf. Cont.	Subject + will have been + V1+ing	He will have been waiting for 2 hours.

Shortcut Rules for Tense Questions

- Look for **time indicators** (e.g., "since," "for," "already," "yesterday," "by then") to choose the correct tense.
- Continuous forms always have "be" forms (is/am/are/was/were) + V1+ing.
- Perfect tenses use has/have/had/will have + V3.
- "Since" is used with point of time; "for" is used with period of time.

OCommon Error Patterns in SBI PO

- 1. Incorrect verb form usage
- 2. Mixing up perfect and continuous tenses
- 3. Wrong auxiliary verbs with subjects
- 4. Confusion between past simple and present perfect

Practice Questions (81–100)

- 1. She ___ there before I arrived.
- 2. A) has gone
- 3. B) had gone
- 4. C) was going
- 5. D) goes

6. Answer: B

- 7. We ___ this movie twice already.
- 8. A) have watched
- 9. B) watched
- 10. C) had watched
- 11. D) are watching
- 12. Answer: A
- 13. They ___ for the bus for over 30 minutes.
- 14. A) waited
- 15. B) had waited
- 16. C) have been waiting
- 17. D) were waiting
- 18. **Answer: C**
- 19. She ___ the answer when I asked.
- 20. A) knows
- 21. B) is knowing
- 22. C) knew
- 23. D) was knowing
- 24. Answer: C
- 25. By next year, we ___ our house.
- 26. A) build
- 27. B) will have built
- 28. C) built
- 29. D) have built
- 30. **Answer: B**
- 31. I ___ the meeting by the time you reach.
- 32. A) will attend
- 33. B) am attending
- 34. C) will have attended
- 35. D) attend
- 36. **Answer: C**
- 37. The kids ___ when the bell rang.

- 38. A) play
- 39. B) were playing
- 40. C) played
- 41. D) had played
- 42. Answer: B
- 43. My brother ___ in Delhi since 2010.
- 44. A) lives
- 45. B) is living
- 46. C) has lived
- 47. D) lived
- 48. Answer: C
- 49. She ___ me whenever I need help.
- 50. A) helps
- 51. B) helped
- 52. C) is helping
- 53. D) has helped
- 54. Answer: A
- 55. The sun ___ in the east.
- 56. A) rise
- 57. B) rises
- 58. C) rose
- 59. D) rising
- 60. **Answer: B**
- 61. They ___ dinner already.
- 62. A) has eaten
- 63. B) ate
- 64. C) have eaten
- 65. D) eating
- 66. Answer: C
- 67. I ___ him yesterday at the mall.
- 68. A) seen
- 69. B) saw
- 70. C) have seen

71. D) had seen 72. **Answer: B** 73. The train ___ by the time we reached. 74. A) has left 75. B) leaves 76. C) had left 77. D) is leaving 78. **Answer: C** 79. The students ___ when the teacher entered. 80. A) chatted 81. B) were chatting 82. C) chat 83. D) had chatted 84. Answer: B 85. I ___ my homework yet. 86. A) didn't finish 87. B) haven't finished 88. C) don't finish 89. D) am not finishing 90. **Answer: B** 91. He ___ in this company for five years now. 92. A) worked 93. B) is working 94. C) has worked 95. D) works 96. **Answer: C** 97. When I was a child, I ___ cartoons daily. 98. A) watch 99. B) watched 100. C) was watching

101. D) have watched

102. **Answer: B**

- 103. The guests ___ by 7 p.m.
- 104. A) arrive
- 105. B) are arriving
- 106. C) will have arrived
- 107. D) have arrived
- 108. **Answer: C**
- 109. We ___ for you for hours!
- 110. A) waited
- 111. B) have been waiting
- 112. C) wait
- 113. D) are waiting
- 114. **Answer: B**
- 115. He ___ his job recently.
- 116. A) has lost
- 117. B) lost
- 118. C) lose
- 119. D) was losing
- 120. **Answer: A**



Next: Day 2 - Subject Verb Agreement & Verb Forms