

## English for Project Managers

### How to use **for** and **since**

**For** and **since** are often used to say 'how long' something has been going on<sup>1</sup>.

**For example:**

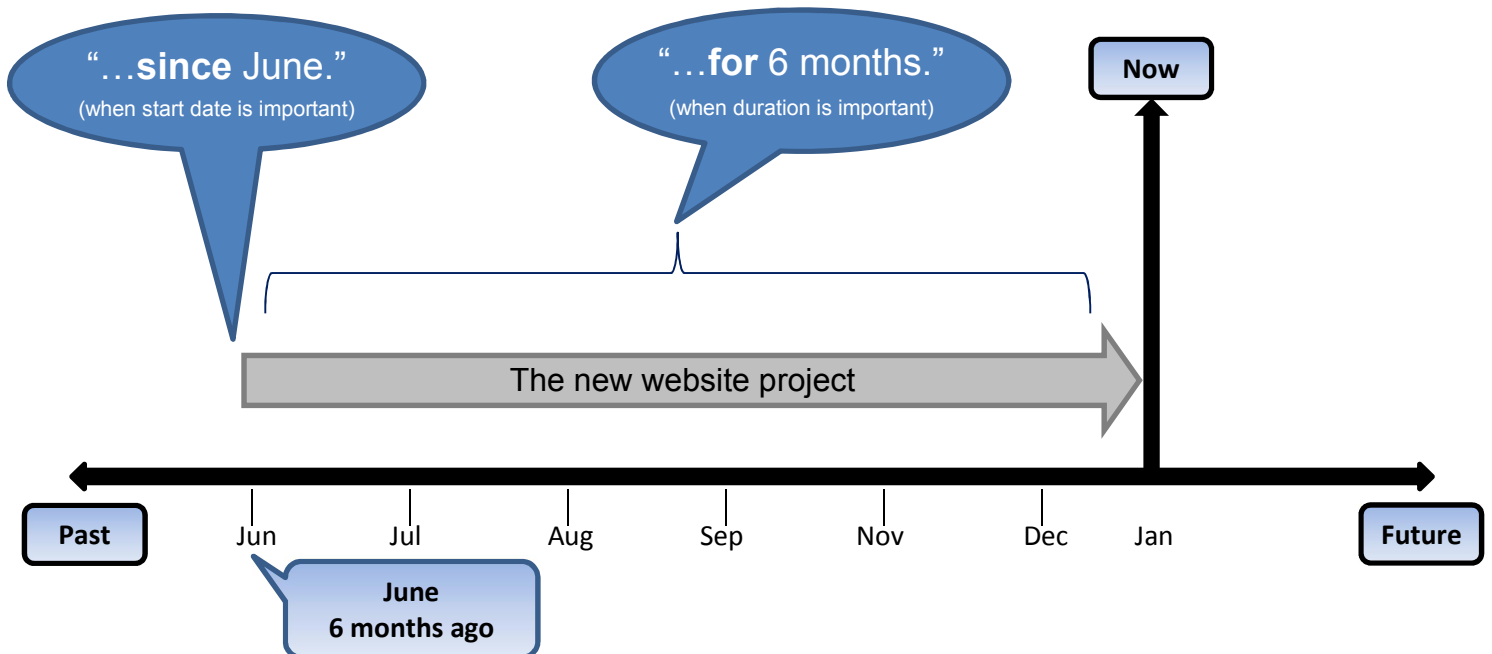
A project manager wants some information from the team leader –

Project Manager: "How long have you been working on the new website project?"

Team Leader: "I have been working on the project ....."

Use **for** if 'duration' is important

Use **since** if 'the start date/time' is important



Question: How long have you been working on the new website project?

Answer:

I have been working on the project

<b>since</b>	June Monday 2013 last week 9 o'clock lunchtime	(specific date)
<b>for</b>	6 months 5 years a very long time three hours 9 days ages	(time period)



## Practice what you have learnt

### 1. Use **for** or **since**:

- a. I've been working on this project ..... September last year.
- b. The Team Leader has lived in Manchester ..... 5 years.
- c. I have not seen the key stakeholders ..... last week.
- d. We have been waiting for the CEO ..... twenty minutes.
- e. There have been no changes to the plan ..... months.
- f. John has been the project manager ..... the project started.

### 2. Complete the following in your own words:

- a. I have been working on projects since .....
- b. I am so busy I have not had a holiday for .....
- c. John is new to the project but has been with our company since .....
- d. .... since I was a child.
- e. .... for about 10 years.
- f. .... for just over 2 minutes.

Answers:  
1: a. since b. for c. since d. for e. for f. since  
2: a. (answer must be specific date) b. (answer must be period) c. (answer must be specific date) d. e. f. (many answers are possible)

### Notes:

1. [When used like this the tense is 'present perfect progressive']