

I have done (present perfect) and I did (past simple)

A. Finished Time & Past Simple

With a finished time (*yesterday, last week, at 3 o'clock, in 1991, six months ago* etc.), we use the past (*arrived / saw / was* etc.).

Do not use the present perfect with a finished time:

- I **saw** Paula yesterday. (*not 'I have seen'*)
- Where **were** you on Sunday afternoon? (*not 'Where have you been'*)
- We **didn't have** a holiday last year. (*not 'We haven't had'*)
- 'What **did** you **do** last night?' → 'I **stayed** at home.'
- Premchand **lived** from 1880 to 1936. He **was** a writer. He **wrote** many stories and novels.

Use the past simple to ask **When ... ?** or **What time ... ?** (*When did they arrive?*)

B. Present Perfect vs. Past Simple Comparison

PRESENT PERFECT (TIME UNTIL NOW)

- I've **lost** my key. (= *I can't find it now*)
- Rahul **has gone** home. (= *he isn't here now*)
- **Have** you **seen** Pooja? (= *where is she now?*)
- Have you ever **been** to Spain? (= *in your life, until now*)
- My friend is a writer. He **has written** many books.
- The letter **hasn't arrived** yet.
- We've **lived** in Delhi for six years. (= *we live there now*)

PAST SIMPLE (FINISHED TIME)

- I **lost** my key **last week**.
- Rahul **went** home **ten minutes ago**.
- **Did** you **see** Pooja **on Saturday**?
- Did you **go** to Spain **last year**?
- Premchand **wrote** many stories.
- The letter **didn't arrive yesterday**.
- We **lived** in Mumbai for six years, but now we live in Delhi.