



INDIAN SCHOOL AL WADI AL KABIR

Class: VII	Department: ENGLISH	Date of Submission: February, 2021
STUDY NOTES AND QUESTION BANK	<u>TOPIC</u> ACTIVE AND PASSIVE VOICE	Note: To be written in English Grammar Notebook

ACTIVE AND PASSIVE VOICE

The **voice** of a verb tells whether the subject of the sentence performs or receives the action. In English there are two voices: **active** and **passive**.

Active Voice

In active voice, the subject performs the action expressed by the verb:

It is a transitive verb which shows whether the subject is the doer or some action is done to it.

Example- Aarti cooked food.

In this sentence, Aarti is the subject and she is the doer of the action (cooked food).

Passive Voice

In passive voice, the subject receives the action expressed by the verb:

Example-Food was cooked by Aarti.

Here, the subject is food which was an object in the active voice. Here the action is done by someone (Aarti).

The passive voice is used when we want to emphasize the action (the verb) and the object of a sentence rather than subject. This means that the subject is either less important than the action itself or that we don't know who or what the subject is.

The passive is often used to report something or to state a fact.

Eg: Highway 15 was closed yesterday due to a serious road accident.

A lot of corn is grown in Iowa.

Note: **Verbs** that have no object (no one to "receive" the action) cannot be put into the passive voice.

Rules for the Change of Voice:

(i) The object of an active sentence becomes the subject of a passive sentence. The preposition 'by' is put before it.

(ii) The main verb of the active sentence changes into the past participle.

(iii) The form of the verb to be (am, is, are, was, were, being, been) is placed before the main verb according to the tense. The auxiliary verb is changed according to the new subject in number and person.

How to change tense in active to passive voice?

Tense	Active Voice	Passive Voice
Simple Present	He cooks the food.	The food is cooked by him.
Simple past	He cooked the food.	The food was cooked by him.

Simple future	She will do the homework.	The homework will be done by her.
Present progressive	She is writing the letter.	The letter is being written by her.
Past Progressive	She was writing the letter.	A letter was being written by her.
Present perfect	They have completed the work.	The work has been completed by them.
Past perfect	They had helped him.	He had been helped by them.
Future perfect	I will have written the letter.	The letter will have been written by me.

➡ For Imperative sentences:

An imperative sentence in the passive voice has the following form: **Let + object + be + past participle**. We can begin the passive sentence with **you** if we want to put emphasis on the person addressed to.

eg: Active: Don't touch it.

Passive: Let it not be touched.

Passive: You are warned not to touch it.

Exercise: 1

Distinguish between Active or Passive Voice

1. I have never been to London.
2. I have never been arrested.
3. The tower was built in 1802 by a French Artist.
4. Nothing happened.
5. No one was injured by the fire.
6. The award was given to the top student.
7. We decided not to hire anyone.
8. The pizza was delicious.
9. The pizza was ordered.
10. The pizza made me sick.

Exercise: 2

Fill in the correct passive form of the verb in parentheses.

1. Penicillin _____ by Alexander Fleming in 1928. (discover)
2. Statements _____ from all the witnesses at this moment. (take)
3. Whales _____ by an international ban on whaling. (must protect)
4. Both weddings _____ by Good Taste. (cater)
5. A Picasso painting _____ from the Metropolitan Museum of Art. (steal)
6. _____ this washing machine _____ in Germany? (to be, make)
7. Tea _____ in China. (grow)
8. When we reached the airport, we found that all the flights _____ due to the storm. (cancel)
9. The fax _____ until tomorrow morning. (not send)
10. The soundtrack of a movie _____ always _____ after the filming is finished. (is/add)
11. After the earthquake, aid _____ to the people of Haiti. (send)

Exercise: 3

Change the following sentences into Passive Voice.

1. My brother has written a novel.
2. I did not praise anybody.
3. I will clean the house every Saturday.
4. The two kings are signing the treaty.
5. They gave me ten thousand pounds.
6. They have rejected the offer.
7. My brother has won a prize.
8. Tom was painting the entire house.
9. Compose this letter.
10. My mother has made a cake.