



INDIAN SCHOOL AL WADI AL KABIR

Class: VII	Department: ENGLISH	Date of Submission: January, 2021
WORKSHEET & QUESTION BANK	Topic: ACTIVE & PASSIVE VOICE	Note: NOTEBOOK



Transitive verbs have two forms: **Active and Passive.**

The Verb that expresses the action done by the Subject is said to be in Active Voice.

Example: The hunter shot the tiger.

The Verb that expresses what is done to the subject is said to be in Passive Voice.

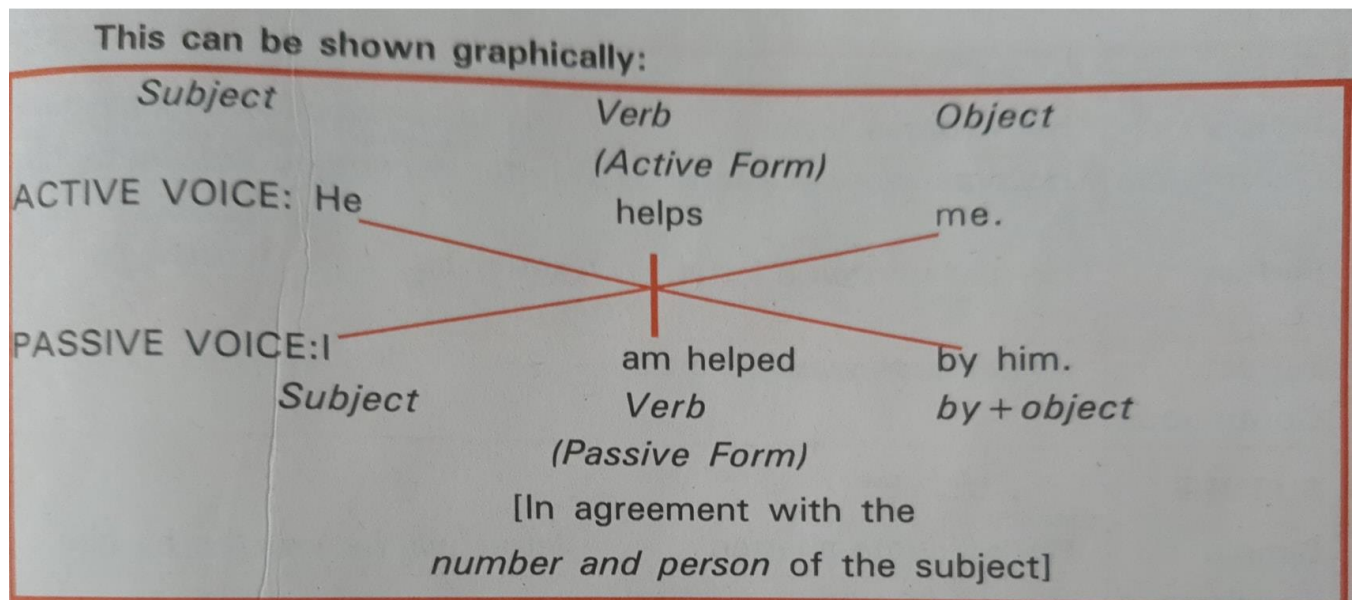
Example: The tiger was shot by the hunter.



Voice is the form of the Verb which shows whether the Subject does something or the Subject has something done to it.

Points to Remember while changing the Active Voice into the Passive Voice:

- **The Subject of the Verb in the Active Voice is made the object of the Verb in the Passive Voice and is introduced with the preposition by or with some other suitable preposition.**
- **The Object of the active verb is put in the Subject Position.**
- **The Number of the Verb is changed according to the number and person of the Subject.**
- **The verb in the active voice is always changed to the past participle form of the verb in the passive voice. The verb changes to *be+ past participle*.**



Study this table to understand how the verb is changed into the passive form in different tenses.

Tense	Active voice	Passive voice
Simple present	Tina bakes a cake.	A cake is baked by Tina.
Present continuous	Tina is baking a cake.	A cake is being baked by Tina.
Present perfect	Tina has baked a cake.	A cake has been baked by Tina.
Simple past	Tina baked a cake.	A cake was baked by Tina.
Past continuous	Tina was baking a cake.	A cake was being baked by Tina.
Past perfect	Tina had baked a cake.	A cake had been baked by Tina.
Simple future	Tina will bake a cake.	A cake will be baked by Tina.
Future perfect	Tina will have baked a cake.	A cake will have been baked by Tina.

Imperative Sentences:

Imperative sentence in the Passive Voice takes this form:

Let +object+ be+ past participle

Active Voice: Help me.

Passive Voice: Let me be helped

The passive form has to begin with 'You', when the object of the verb in Active Voice is not given.

Active Voice: Get out.

Passive Voice: You are ordered to get out.

Interrogative Sentences

It may be noted that Who is changed into 'By whom' and Whom into 'Who' in Passive Voice.

Exercise:1

State whether these sentences are in the active voice or the passive voice.

1. The match is not played by them.
2. He disgusts me.
3. The patient was carried home.
4. A present will be given by Mr. Roy.
5. They sent me a message.
6. The officer offered him a job.
7. My cash box has been stolen.
8. I expected to finish the work by noon.
9. I kept him waiting.
10. It is said that the minister has arrived.
11. The author told us a really entertaining story.
12. Saddle the horse.

Exercise:2

Change these sentences from the active voice into the passive voice.

1. Ravi will teach the child.
2. He told me a story.
3. She buys a book.
4. The little girl laughed at the beggar.
5. Mohan will learn the lesson.
6. She was reading a book.
7. You have not broken my pen.
8. Do it at once.
9. Did he stare at you?
10. They say that honesty is the best policy.
11. Mathew showed the audience a presentation
12. She gave me a lovely sweater for my birthday.
13. The publishers sold us their rights at a discount.
14. Do you teach Mohan?
15. The enemy has captured the city.
