

Active Voice & Passive Voice

in

Simple Present Tense

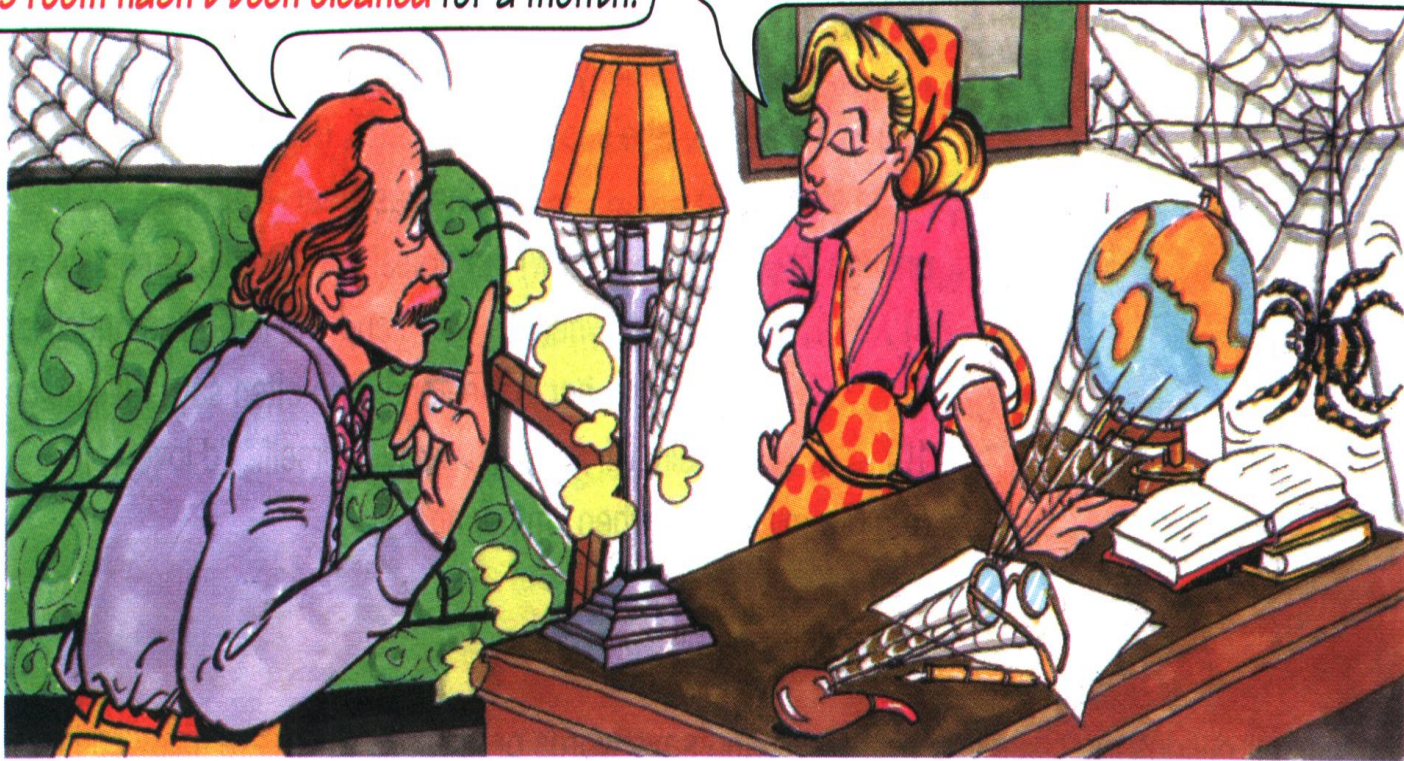
and

Simple Past Tense

PASSIVE VOICE

Look at all the dust in here! It looks as if **this room hasn't been cleaned** for a month!

Well, don't blame me! **I was** only **hired** a week ago.



How to form Passive Voice?

Verb *to be* (Tense) + *Past Participle*

“... I *was* only *hired* a week ago.”

Why do we use Passive Voice?

- When the **agent** is **unknown**, **unimportant** or **obvious** from the context
- To make more **polite** or **formal** statements
- When the **action is more important** than the agent, as in processes, instructions, events, reports, headlines, news items, and advertisements
- To put **emphasis on the agent**



Active Verbs & Passive Verbs

Active =

Doer + Active verb + Receiver

Passive =

Receiver + Passive verb + Doer

Active Voice

Subject (doer)	Active Verb	Object (receiver)
Mrs Chan	washes	the dishes.



Passive Voice

Object (receiver)	Active Verb	Subject (doer)
The dishes	are washed	by Mrs Chan

Active Voice

Subject (doer)	Active Verb	Object (receiver)
Our class	won	the first prize.



Passive Voice

Subject (receiver)	Passive Verb	Object (doer)
The first prize	was won	by our class.

Exercise A: Choose Active or Passive

Put “A” for Active, “P” for Passive:

1. The boy banged on the table. []
2. A girl was bitten by a dog. []
3. Mrs. Wong washes her car every Sunday. []
4. The library was broken into last night. []
5. I lost my dictionary. []
6. The floor is swept by the maid. []



Active Voice & Passive Voice

in

*Simple Present &
Simple Past Tenses*

Simple Present Tense

Verb to be	+	Past Participle
is / am / are	+	Past Participle

e.g. The boys *are punished* by the Headmistress.

The cat *is fed* by Lily.

I *am taught* by Miss Tam.



Compare active and passive sentences in Present Tense

Active: Someone **locks** the office every evening.

Passive: **The office** *is locked* every evening.



Exercise B: Multiple Choice

1. The fire _____ out by the firemen.

A. puts

B. is put

C. put



2. The girls _____ a sandwich.

A. make

B. are made

C. is made



3. A present _____ to me.

A. gave

B. was given

c. given



Exercise C: Fill in the blanks

There is a dog which 1) _____ (call)
“Lucky”. It 2) _____ (own)
by Michael Johnson. It 3) _____
(keep) in his home. It 4) _____
(feed) every day by Michael Johnson
himself. It 5) _____ (dress) in
funny clothes. It 6) _____ (say)
that “Lucky” is Johnson’s only
friend.



Change active to passive

1) The policemen **catch** the thief.

Ans: The thief **is caught** by the policemen.

2) The girl **puts** on a beautiful dress.

Ans: A beautiful dress **is put** on by the girl.



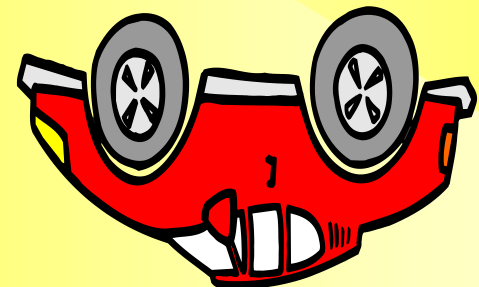
Change passive to active (Present)

1) The dishes **are washed** by Amy.

Ans: **Amy washes** the dishes.

2) The car **is repaired** by John and Peter.

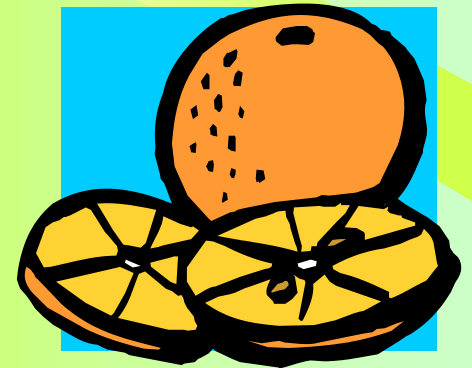
Ans: **John and Peter repair** the car.



Simple Past Tense

<i>Verb to be</i>	+	<i>Past Participle</i>
was / were	+	Past Participle

e.g. The man *was knocked* down by the car.
Some oranges *were eaten* by the child.



Compare active and passive sentences in Past Tense

Active: Someone **locked** the office last evening.

Passive: **The office** *was* **locked** last evening.



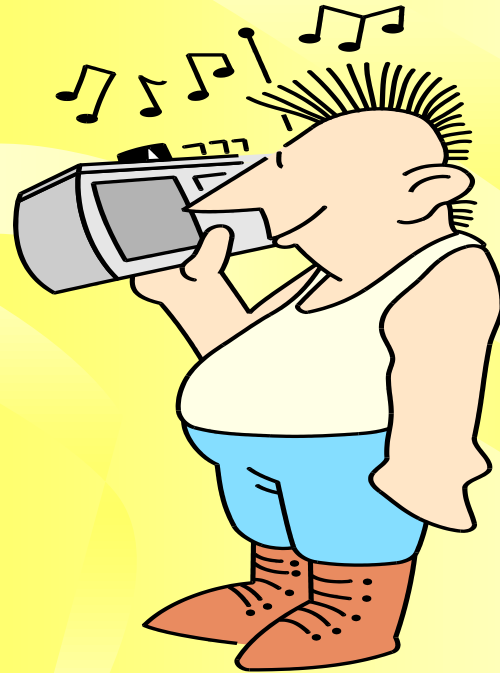
Exercise D: Multiple Choice

1. A song _____ by Leon Lai.

A) sang

B) was sung

C) sung



2. These houses _____ by the workmen.

A) built

B) was built

C) were built



3. Diana _____ in 1997.

A) born

B) borned

C) was born



Exercise E: Fill in the blanks

Two men were seen breaking into a house in my street last night. The police

1) _____ (call) and they arrived very quickly. One man 2) _____ (catch) immediately. The other escaped, but he 3) _____ (find) very soon. Both men 4) _____ (take) to the police station and 5) _____ (question) separately by a police officer. The two men 6) _____ (charge) with burglary.



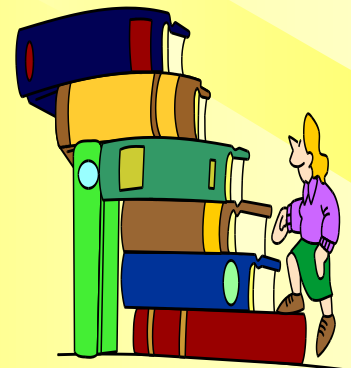
Change active to passive (Past)

1) I **drew** a picture yesterday.

Ans: A picture **was drawn** by me yesterday.

2) Sally **bought** some books two days ago.

Ans: Some books **were bought** by Sally two days ago.



Change passive to active

1) The problems **were solved** by Jack.

Ans: **Jack solved** the problems.

2) The house **was painted** by Mr Ng.

Ans: **Mr Ng painted** the house.



Revision Exercises



Revision Exercise F: Multiple Choice

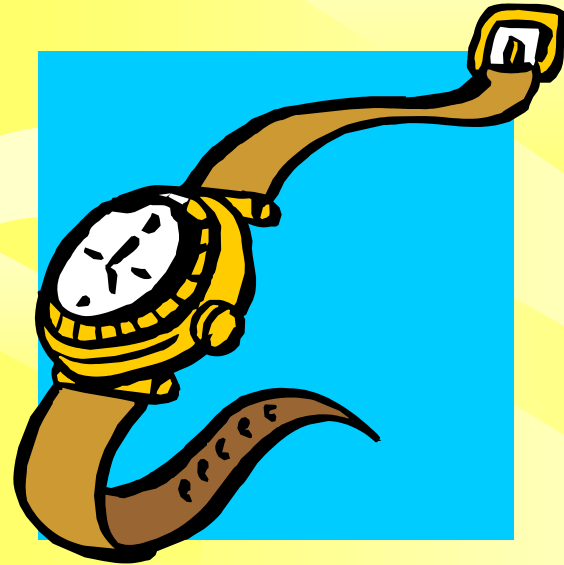
1. His secretary _____ that report last Friday.

- A) writes
- B) is written
- C) wrote
- D) was written



2. My diamond watch _____ by a thief yesterday.

- A) steals
- B) is stolen
- C) stole
- D) was stolen



3. Mary always _____ care of her baby sister.

A) takes

B) is taken

C) took

D) was taken



4. The furniture _____ by my mother every day.

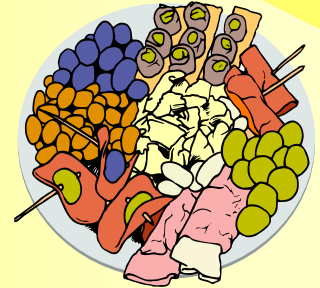
- A) dusts
- B) is dusted
- C) dusted
- D) was dusted



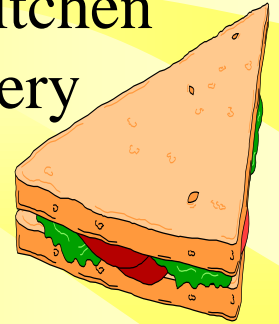
Revision Exercise G: Fill in the blanks

Fred owns (own) a fast food shop in Central.

Food, drinks and snacks _____
(prepare) by his workers early every morning.



This morning, when Fred _____ (enter) the kitchen
of his fast food shop, he saw that everybody was very
busy. It seemed that two jobs _____ (do)
at the same time by every worker in the kitchen.



He _____ (be) very happy. Sandwiches _____
(toast) while tea _____ (make). Potato chips
_____ (fry) while apple pies _____ (bake).



Many people _____ (like) to buy fish and
chips at Fred's fast food shop. Besides, more
than 300 chicken wings _____ (sell) every day.



The End

