

# Active Voice & Passive Voice

in

Simple Present Tense

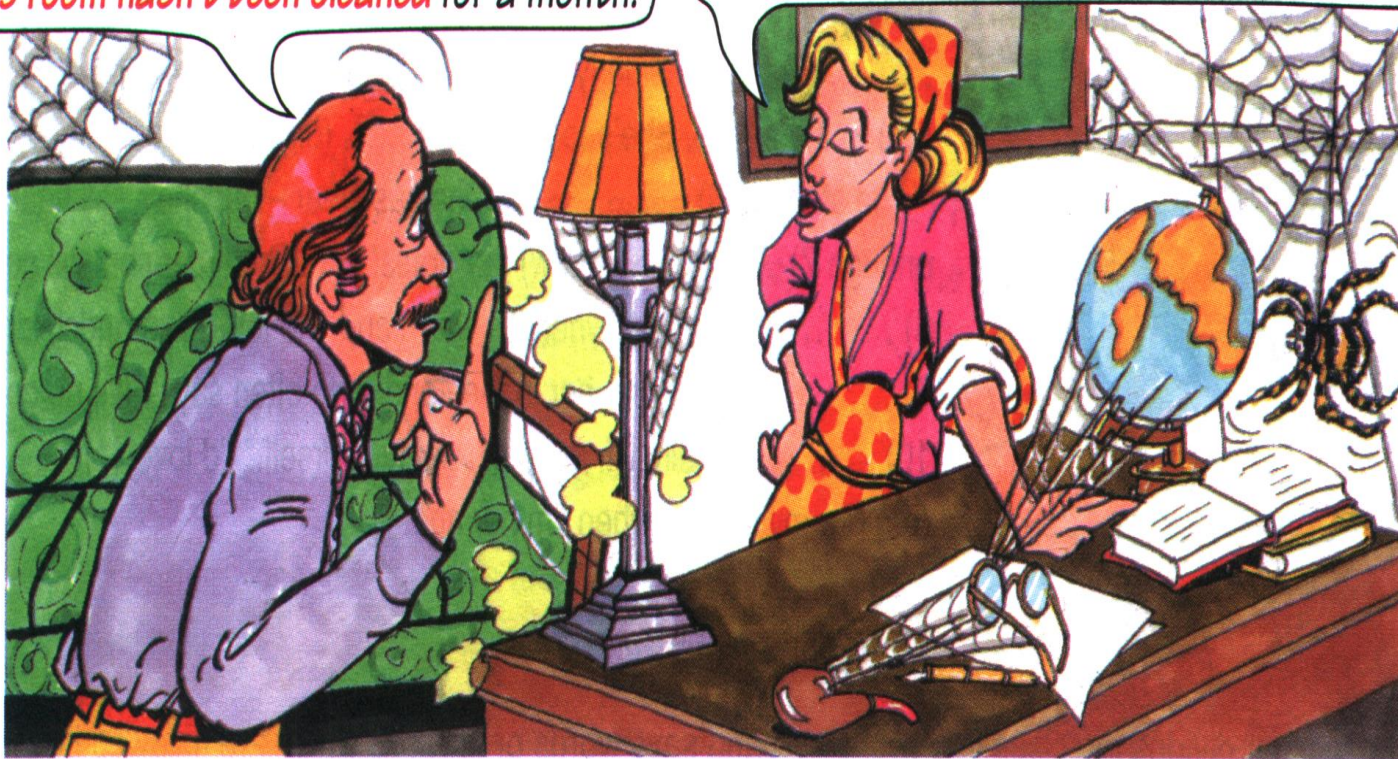
and

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

<b>Subject (doer)</b>	<b>Active Verb</b>	<b>Object (receiver)</b>
Mrs Chan	washes	the dishes.



# Passive Voice

<b>Object (receiver)</b>	<b>Active Verb</b>	<b>Subject (doer)</b>
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 1: 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. [ ]





# Choose Active or Passive (Answers)

*Put “A” for Active, “P” for Passive:*

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

# *Active Voice & Passive Voice*

*in*

*Simple Present &  
Simple Past Tenses*

# Simple Present Tense

<b>Verb to be</b>	<b>+</b>	<b>Past Participle</b>
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 2: Multiple Choice

1. The fire is put out by the firemen.

A. puts

B. is put

C. put

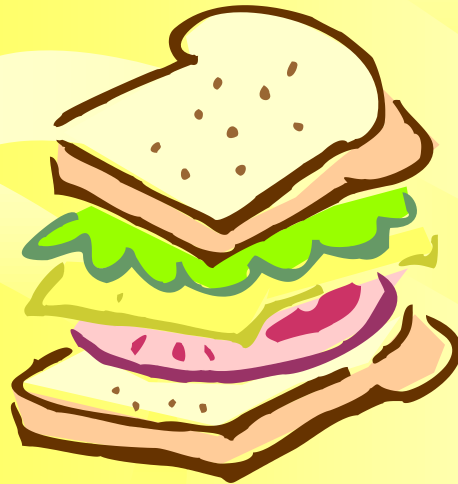


2. The girls make a sandwich.

A. make

B. are made

C. is made



3. A present was given to me.

A. gave

B. was given

c. given



## Exercise 3: Fill in the blanks

There is a dog which 1) is called (call) "Bubbles". It 2) is owned (own) by Michael Johnson. It 3) is kept (keep) in his home. It 4) is fed (feed) every day by Michael Johnson himself. It 5) is dressed (dress) in funny clothes. It 6) is said (say) that "Bubbles" is Johnson's only friend.





## Exercise 4: 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.



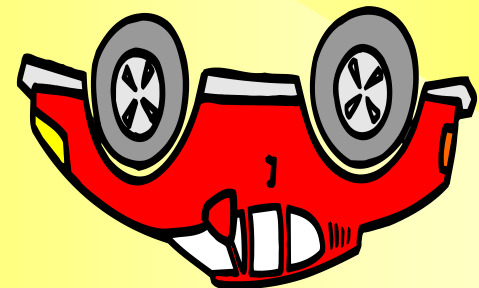
## Exercise 5: Change passive to active

1) The dishes are washed by Amy.

Ans: Amy washes the dishes.

2) The car is repaired by John and Peter.

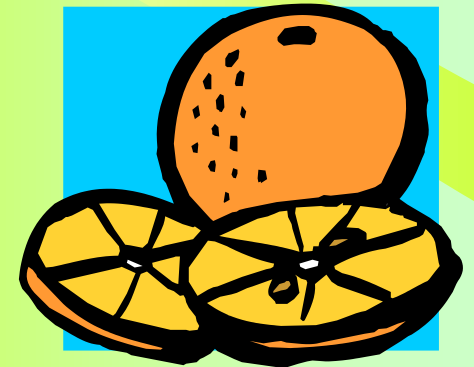
Ans: John and Peter repair the car.



# Simple Past Tense

<b>Verb to be</b>	<b>+</b>	<b>Past Participle</b>
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.



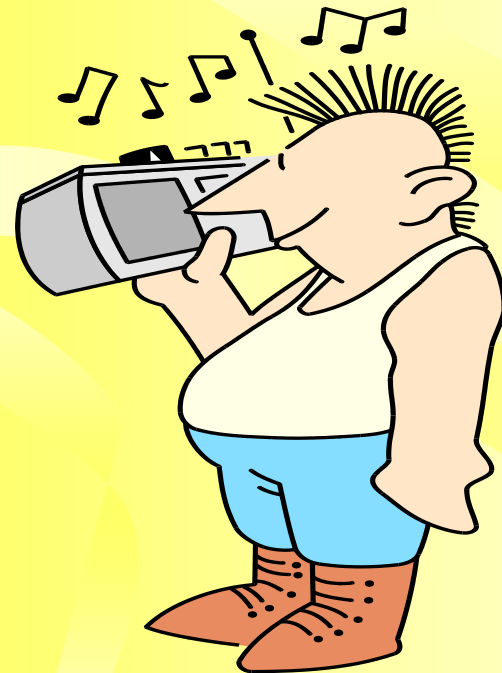
# Exercise 6: Multiple Choice

1. A song was sung by Leon Lai.

A) sang

B) was sung

C) sung



2. These houses were built by the workmen.

A) built

B) was built

C) were built



3. Diana died in 1997.

A) die

B) died

C) was died



## Exercise 7: Fill in the blanks

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

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





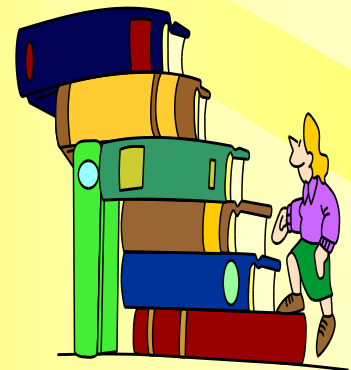
## Exercise 8: Change active to passive

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.



## Exercise 9: 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 A: Multiple Choice

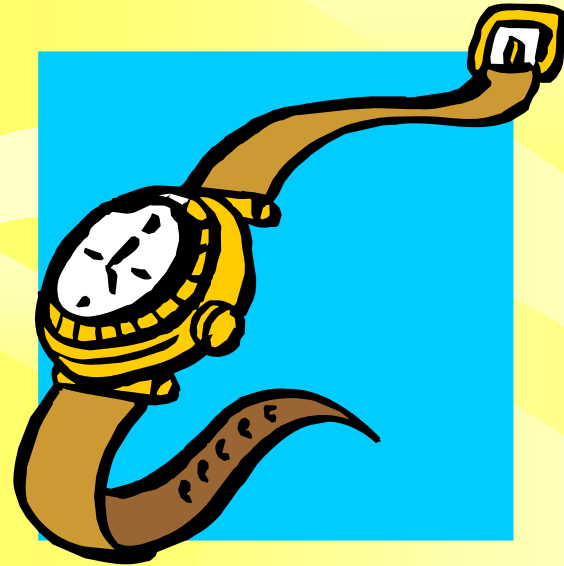
1. His secretary wrote that report last Friday.

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



2. My diamond watch was stolen by a thief yesterday.

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



3. Mary always takes care of her baby sister.

- A) takes
- B) is taken
- C) took
- D) was taken



4. The furniture is dusted by my mother every day.

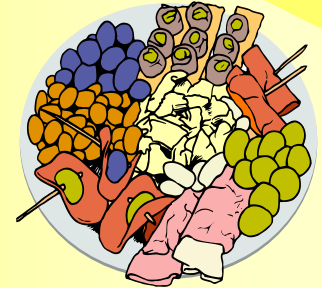
- A) dusts
- B) is dusted
- C) dusted
- D) was dusted



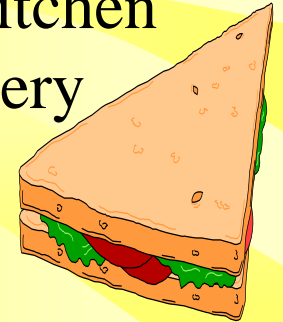
# Revision Exercise B: Fill in the blanks

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

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



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



He was (be) very happy. Sandwiches were toasted (toast) while tea were made (make). Potato chips were fried (fry) while apple pies were baked (bake).



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





*The End*

