

UNIT - VACTIVE AND PASSIVE VOICEIntroduction by the Teacher

The teacher will initiate a conversation something similar to the following. The conversation should be so directed as to include some sentences in Active and some in Passive voice.

Teacher : (He might ask a student to draw a picture on the board. When it is completed, he might ask) : Who has drawn the picture on the board, Lata ?

Lata : Sita has drawn the picture.

Teacher : By whom has this picture been drawn, Sunil ?

Sunil : This picture has been drawn by Sita.

Teacher : Well, students, we have just exchanged a few words, in which I have asked you the same question in two ways. Similarly you have given me the same answer in two ways. Now let us take up once again the questions I asked and the answers you gave. I asked you the questions :

(a) Who has drawn the picture ?

(b) By whom has this picture been drawn ?

Your answers were :

(a) Sita has drawn the picture.

(b) The picture has been drawn by Sita.

If you just examine these questions and their answers, one thing you will come to know i.e. the two questions ask for the same bit of information in two different ways and similarly the answers you gave too, give the same piece of information in two different ways. What does this indicate ? It really shows that a matter or event that is done or happened may be put in two different ways without changing its meaning. In other words let us study the Active and the Passive voice.

We shall learn in detail about it through the self instructional material given to you. But the self-instructional material given here is much different from those given in earlier units. Here you will find comparatively bigger frames within which you will not find any blanks to be filled in or any answers to be made. Each frame develops a new point and it is followed by certain evaluation items. You will read each frame as many times as necessary

and then proceed to fill in the blanks or answer the questions that follow in a separate sheet of paper.

As in the case of other units, here also you are expected to hide the answers given on the right hand side of the booklet until you made yours. When you have completed the evaluation items given after each frame, you can compare the correctness of your answers with those given in the booklet. You may find certain words or groups of words underlined in every frame. These underlined word or words might help you in making your answers. You are also given a number of tables and exercises. You are supposed to read the instructions given in each case and do accordingly.

Now proceed to the self instructional material. Hope it is presented as systematically as possible and therefore you will find it interesting.

1. You have seen in the introduction part of this unit that the same bit of information could be expressed in two ways without changing its meaning. Now let us see what these two different ways are. Examine the sentences given below :

- (a) The boy kicked the ball.
- (b) The ball was kicked by the boy.

Do you agree that the two sentences given above express the same bit of information ? ~~Instead~~ Indeed they do; both of them indicate the same action in two different ways. Let us make a close study of these sentences. In the first sentence the doer of the action namely 'the boy' is the subject of the sentence. Therefore the subject here is active. In sentence (b), as you know, 'the ball' is the subject. Does the subject of sentence (b) namely 'the ball' do something ? No, it does not. In fact, the subject in this instance is the sufferer. It doesn't do anything but suffers the action. Here the subject is not active but passive. In other words the subject in the second sentence is the sufferer or the receiver of the action.

In sentence (a), the form of the verb shows that the person denoted by the subject does something and therefore it is active. When the subject of the sentence is the doer of the action, we say that the verb is in the Active Voice.

Likewise in sentence (b), the form of the verb shows that something is done to the thing denoted by the subject. When the subject of the sentence is the receiver or sufferer of the action, we say the verb is in the Passive Voice.

The above bit of information leads us to the conclusion that verbs may have two forms namely Active and Passive voice.

Voice, from what we have so far seen may be defined as that of a verb which shows whether what is denoted by the subject does something or has something done to it. This Active and Passive voice enables us to present the same matter in two ways without changing the meaning.

Let us recall what we have seen in the above frame.

- | | |
|--|-------------------------|
| (1) You have seen that an action done may be presented in _____ ways either the _____ of the action as subject or the receiver or sufferer of the action as _____. | two
doer
subject. |
| (2) When the subject of the sentence is the doer of the action, we say that the verb is in the _____ voice and when the subject of the sentence is the receiver or sufferer of the action, we say that verb is in the _____ voice. | Active
Passive. |
| (3) The subject in the active voice is _____ whereas the subject in the passive voice is _____. | Active
Passive. |
| (4) That form of a verb, which shows whether what is denoted by the subject does something or has something done to it, is called _____. | Voice. |
-

Exercise V - 1

Write down whether the verbs in the following sentences are in the Active or in the Passive voice. Write A.V. in the case of Active Voice and P.V. in the case of Passive. Please remember that the subject of the verb in the active voice is the doer and the subject of the verb in the passive is the sufferer or receiver.

- (1) The house is burned.
 - (2) The dog was bitten by a snake.
 - (3) The lions are being fed by the keepers
 - (4) Did you write this letter ?
 - (5) That was done by somebody else.
 - (6) Lata sang a song.
 - (7) The teacher taught the class.
 - (8) The wolf chased the lamb.
 - (9) Two ships were capsized by the storm.
 - (10) Sita caught the ball.
-

2. In the previous frame you have learnt that an action that is done may be expressed in two ways - either the doer as the subject or the sufferer or receiver of the action as subject. But is this possible in all cases ? Let us examine it in this frame. Read the following sentences :

- (a) Birds fly.
- (b) Dogs bark.
- (c) Wind blows.

You have just read three sentences, each of which mentions an action or another. Apart from the verbs and their subjects, do these sentences mention of a sufferer or receiver? No, they do not. In fact, these sentences are complete in themselves without the addition of a sufferer or receiver. In other words the verbs in these sentences can express complete meaning without an object. Such verbs as these that do not take the objects after them are called intransitive verbs. Is it possible to present these sentences in passive voice as they do not have objects i.e. sufferers or receivers of the action expressed by the verb? No, it is not possible to have passive constructions with intransitive verbs because they do not take objects after them.

Now read the following sentences :

- (a) The boy broke the window.
- (b) Kailash caught the thief.

Are the verbs of the above sentences intransitive? They aren't because they take objects after them. The verbs 'broke' and 'caught' are not intransitive because they need objects after them to complete the sense. Such verbs as these that take objects after them are called Transitive verbs. Transitive verbs as you have seen take objects after them. Object is a word or group of words that stands for the person or thing to whom or to which the action of the verb happened. They are the sufferers or receivers of the action. As the object of the verb in the Active Voice becomes the subject in the passive voice, intransitive verbs do not have passive voice.

Let us recall what we have learnt in the above frames :

- (1) Verbs may be _____ or _____ .
transitive
intransitive.
- (2) Verbs that take an object or two after them are called _____ verbs.
transitive.
- (3) Verbs that do not take objects after them are called _____ verbs.
intransitive.
- (4) In other words while a _____ verb takes an object or two after it, the _____ verb does not take any object after it at all.
transitive
intransitive

- (5) It is impossible to have ____ voice in the case of intransitive verbs because they have no objects, but transitive verbs can always be presented in the ____ voice as they have objects after them. passive
passive.

Exercise V - 2

Write down whether the verbs in the following sentences are transitive or intransitive. Write down T.V. in the case of transitive verbs and I.V. in the case of intransitive.

- (1) The moon shone brightly.
- (2) Tell the truth.
- (3) Birds sing in the green trees.
- (4) The man fell the trees with an axe.
- (5) The rain fell heavily.
- (6) Time changes all things.
- (7) I looked down through the window.
- (8) The fire burnt my fingers.
- (9) The fire burns dimly.
- (10) The clock stopped this evening.

3. In the previous frames you have learnt that an action may be presented in active or in passive voice. You also have seen that passive constructions are not possible in the case of intransitive verbs. Now let us see as both the constructions are possible in the case of transitive verbs which form is to be preferred to the other.

Read the following sentences :

- (a) Thieves stole my umbrella.
- (b) My umbrella was stolen.

Both the above sentences convey the same thing in two ways - in active and in passive voice. Which of the above sentences is a better expression ? Naturally the second sentence is better because we do not know the actual doer of the action. Therefore here the stress is more on the thing done than on the doer. Hence in this instance passive voice is better appreciated. The passive voice is used when it is more convenient or purposeful to stress the thing done than the doer of it, or when the doer is unknown.

This shows that the active voice is more frequently used than the passive voice.

Let us revise what you have seen in the above frame:

- (1) You have seen that although it is possible to present an action done, both in the passive and active voice, the Active / Passive voice is always preferred to the passive voice. In other words Active Voice is more frequently used than the _____ voice.
- (2) You also have seen that the _____ voice is used when it is more convenient or interesting to stress the thing done than the doer of it, or when the doer is _____.

active

Passive

passive

Unknown.

4. So far you have seen what active and passive voice are and when they are used. You also have noticed that only transitive verbs can be used in the passive voice. You have also not failed in noticing that active voice is preferred to that of passive.

Now let us proceed further and see the rules involved when active voice is turned into passive voice. Read the sentence that follows :

'Manu broke the window.'

You know that the subject of a sentence is the word or group of words about which we speak in that sentence. As we speak about 'Manu' in the above sentence, it is the subject. As the subject is the doer of the action, he is active and not passive. Therefore the form of the verb is active voice. Let us take up the sentence once again and convert it into passive.

(a) 'Manu broke the window.'

(b) The window was broken by Manu.

Sentence (b) is the passive voice of the Active voice of the verb in Sentence (a).

Let us examine and see what changes have taken place in it when the verb is changed from the Active voice into the passive voice.

We notice that :

- (a) the object of the transitive verb in the active voice namely 'the window' has become the subject of the verb in the passive voice;
- (b) the verb 'broke' has changed into 'was broken'
- (c) the subject in the active voice namely 'Manu' has turned to be the agent preceded by the preposition 'by'.

The above example shows that the changes are mainly concerned with the subject, object and verb. Now let us summarize the rules once again. When the verb is changed from the Active Voice to the Passive Voice, we notice that :

- (a) the object of the transitive verb in the Active voice becomes the subject of the verb in the passive voice;
- (b) the verb in the active voice is changed into the corresponding passive form;
- (c) the subject of the verb in the active voice becomes the agent by whom the action expressed by the verb in the passive voice is done.
- (d) the agent is preceded by the preposition 'by'.

Let us review what we have seen in the above frame.

When the verb is changed from Active voice to passive voice, we notice that :

- (a) the object of the transitive verb in the active voice becomes the ___ of the verb in the passive voice; subject.
- (b) the verb is changed from its active, voice into the corresponding ___ voice; passive
- (c) the subject in the active voice turns to be the agent or doer of the action, in the ___ voice passive
and it is preceded by the preposition '___' by

5. In the previous frame you have learnt about the changes that occur in a sentence when the active voice of the verb is changed to its passive voice. Now let us devote some time to the detailed study of the different forms of the verbs in the passive voice. Let us also see how the various forms of the passive voice of the verb are made.

Now read the following sentences in Active voice (Column A) and their passive in column B.

(A) Active Voice	(B) Passive voice
(a) Rama kills a Snake	(a) A snake is killed by Rama
(b) Rama is killing a snake	(b) A snake is being killed by Rama
(c) Rama has killed a snake	(c) A snake has been killed by Rama.

Examine the verbs in the above sentences. See what happens to the verbs in Active Voice, when turned into passive. The verb 'kills' which is the simple present tense of the verb 'kill', has become 'is killed' in the passive. Similarly the verb in sentence (b), 'is killed' which is the present continuous tense of the verb 'kill', has become 'is being killed' when turned into passive voice. The verb in sentence (c) 'has killed' which is the present perfect tense of the verb 'kill' has become 'has been killed', when turned into passive voice.

Now read the following sentences in Active voice. (Column A) and their passive voice (column B). Examine them and see the changes that occurred in each case.

(A) Active voice	(B) Passive Voice
(a) We kept the books there.	(a) The books were kept there by us.
(b) We were keeping the books there.	(b) The books were being kept there by us.
(c) We had kept the books there.	(c) the books had been kept there by us.

When the above sentences in Active Voice are turned into passive, the verbs have changed as shown below :

(a) Kept	--	were kept
(b) were keeping	--	were being kept
(c) had kept	--	had been kept.

The above examples show that a verb in the active voice is turned into the respective passive voice.

The table given below would provide you with the various active and their corresponding passive voice forms of the verb 'write'. This would serve you as a guideline. Please study these carefully.

Table V - 1
Table - Active-Passive Voice.

	Simple	Continuous	Perfect	Perfect continuous
Present	Active Write	are/is writing	has/have written	have been writing
	Passive is/are written	are/is being written	has/have been written	-

(continued...)

(Table V-1 continued)

		Simple	Continuous	Perfect	Perfect Continuous
Past	Active	Wrote	was writing	had written	had been writing
	Passive	were/was written	were/was being written	had been written	-
Future	Active	shall/will write	shall/will be writing	shall/will have written	will have been writing
	Passive	Shall/will be written	-	shall/will have been written	-

The above table shows the Active - Passive voice of the verb 'Write' If you just examine closely, you will find that the passive voice is made by putting the verb 'to be' into the same tense as the active verb plus the past participle of the active verb. Thus, we could see :

<u>Singular</u>		<u>Plural</u>	
The various forms of the verb 'to be'		The past participle of the Active verb.	
I am		we are	
You are	loved	you are	loved
She/he is		they are	

The table given below will show the Active voice of the verb 'keep' and how it forms its various tenses in the passive voice by putting the verb 'to be' into the same tense as the active verb and by adding the past participle of the verb 'keep'

Table V-2
Active-Passive Voice

<u>Active voice</u>		<u>Passive voice</u>	
		<u>The forms of verb 'to be'</u>	<u>Past participle</u>
Present	Simple	keep	is
	Continuous	is keeping	is being
	Perfect	has kept	has been
			kept

(Continued)

(Table V-2 continued)

		Active Voice		Passive Voice	
				the forms of verb 'to be'	Past Parti- ciple
Past	Simple	kept	was		
	Continuous	was keeping	was being		kept
	perfect	had kept	had been		

Future	Simple	will keep	will be		
	Continuous	will be keep-	-		kept
	perfect	ing will have kept	will have been		

The above table shows how the passive forms of a verb are made. You have noticed that the various passive forms are made by putting the verb 'to be' into the same tense as the active verb and by adding the past participle of the active verb.

Let us revise what we have seen in the above frame regarding the formation of the various forms of a verb in the passive voice.

- (1) You have seen that when a sentence in Active voice is turned into passive, the verb in the Active voice changes to the corresponding ____ voice. Passive
- Thus (a) 'kills' in the active becomes '____' ____' is
in the passive. killed.
- (b) 'Has killed' becomes '____ ____' in the has been
passive. killed.
- (c) 'kept' becomes* '____ ____' in the passive. was kept.
- (d) 'Were keeping' becomes '____ ____' in the were being
passive. kept.
- (2) You have seen that the passive voice of a verb is made by putting the forms of the verb 'to be' in the same tense as the ____ verb and adding the ____ participle of the verb in active voice. active
past

Now you know the rules for changing the Active Voice of a verb into its passive voice. The following table gives you a number of examples of active and their passive voice. Please study these examples carefully. In each case the subject, verb and object are arranged in separate columns so as to enable you to understand them better.

Table V - 3

Examples of Active-Passive Voice

(A) Active Voice			(B) Passive Voice		
Subject	Verb	Object	Subject	Verb	Agent
The boys	ate	all the apples.	All the apples	were eaten	by the boys.
The girls	kicks	the dog.	The dog	is kicked	by the girl,
The grocer	sold	tea.	Tea	was sold	by the grocer.
Cats	eat	mice.	Mice	are eaten	by cats.
The shephard	has lost	his sheep.	The sheep	have been lost	by the Shepherded.

Exercise V - 3

In the above table you have seen a number of sentences in Active Voice turned into passive voice. This exercise consists of a number of sentences in active voice. Turn them into passive following the examples given in the above table:

- (1) The keeper is feeding the lion.
- (2) The rats have eaten all the grain.
- (3) The bird has built a nest.
- (4) The boys were throwing stones.
- (5) The postman has delivered the letters.
- (6) The soldiers had killed the civilians.
- (7) She will sing a song.
- (8) When he comes home, I will have eaten the apples.
- (9) He polishes his shoes.
- (10) They were writing letters.

6. We have learnt in the previous frames that the object of the verb in the Active voice becomes the subject of the verb in the passive voice. Now let us see what happens in the case of a transitive verb that takes two objects namely direct and indirect. Read the following sentences.

- (a) I gave him a packet of sweets.
- (b) I taught him grammar.

The above sentences, as you notice, have two objects - indirect and direct. Now let us take sentence (a) and convert it into passive, first by putting the indirect object as subject and then the direct.

- (a) I gave him a packet of sweets.
 (1) He was given a packet of sweets by me.
 (2) A packet of sweets was given to him by me.

Now take sentence (b) and turn it into passive as in the case of sentence (a)

- (b) I taught him grammar.
 (1) He was taught grammar by me.
 (2) Grammar was taught to him by me.

The practice of using either direct object or indirect object as subject of the passive voice theoretically seems to be all right. But don't we feel that in these instances, it is better to make the indirect object as the subject of the passive voice? Yes, that is what is usually done, although by either ways it could be done.

Let us revise what we have discussed in the frame above.

- (1) You have seen that some verbs take two objects direct
 namely _____ and _____ indirect.
- In such instances, passive voice can be formed by
 using either / neither of them either.
- (2) Although it is possible to use the direct or
 indirect object of the verb in the active
 voice, the _____ object is usually made the indirect
 subject in the _____ voice. passive.

Exercise V - 4

Pick out the subjects, objects both direct and indirect in the following sentences and write them down under their respective headings given in the right hand side of the booklet (Please write answers in your answer sheet). You may also revise unit two where subject object, complement etc. are discussed in detail).

Sentences	Subject	Ind.object	Direct Obj.
1. Someone gave her a book .	-	-	-
2. I promised him a present.	-	-	-
3. Teacher teaches us grammar.	-	-	-
4. She bought her baby a doll.	-	-	-
5. She wrote him a letter.	-	-	-

Exercise V - 5

You have learnt that when a sentence having both direct and indirect object is turned into passive voice, the indirect object is usually made the subject of the verb in the passive voice. A few sentences containing both direct and indirect objects are given below. Turn them into passive voice using the indirect object in each case as subject :

1. Someone gave me the note.
2. The man refused him admission.
3. The official gave his servant a lot of money.
4. The police taught the man a lesson.
5. My uncle allowed me a small amount of pocket money.
6. Someone had given her a bulldog.
7. The manager will give you a ticket
8. He handed her a chain.
9. She wrote him a long letter.
10. Father bought Mini a doll.

7. In the previous frame you have learnt how to put sentences having verbs with two objects into passive voice. Now let us learn how sentences with object complements are put into the passive voice.

Read the following sentences in Active (Column A) and their passive (in Column B.)

(A) Active voice

(B) Passive voice

- | | |
|---|--|
| 1. He made her <u>his secretary</u> . | She was made secretary by him. |
| 2. she called her husband <u>fool</u> . | Her husband was called fool by her. |
| 3. The members elected him <u>president</u> . | He was elected president by the members. |

In the above sentences in the active voice, the words which are underlined are object complements. (Revise Unit 2, object complements are discussed in detail) When turned into passive voice, what happens to these object complements? We notice that when these sentences in the active voice are turned into those of passive, the objects and the object complements in the Active voice became the subject and the subject complements respectively in the passive voice. The above examples indicate that when a sentence containing object and object complement is changed from active voice to the passive, object and object complement become the subject and the subject complement respectively in the passive voice.

(Table V - 4)

Let us revise what we have discussed in the Table V-4 given on the next page.

7. You have seen that when a sentence containing object complement is changed from Active to Passive, the object complement becomes the _____ subject complement

2. Read the following sentences and point out objects and object complements in each case.

(a) The tragedy left the child an orphan.

(b) Her parents named her Lata.

(c) The jury found him guilty.

The object complement in sentence (a) is _____, an orphan.

The object complement in sentence (b) is _____, Lata.

The object complement in sentence (c) is _____, guilty.

Exercise - V - 6

The following sentences contain object complements in addition to the objects. Turn them into passive voice.

1. He considered teachers failures.

2. The news made him mad.

3. Her parents named her Sita.

4. He will call her 'Sweet heart'

5. The words of the minister made the king angry.

6. The jury found him guilty.

7. He kept us waiting.

TABLE V - 4

The following table gives some examples of sentences containing objects and object complements. Please note the changes that occur when Active voice is turned into passive.

Active voice				Passive voice			
Subject	Verb	Object	Object complement	Subject	Verb	Subject complement	Agent
1. They	proclaimed	him	king.	He	was proclaimed	king	by them.
2. They	did not crown	him	king.	He	was not crowned	king	by them.
3. He	called	her	'Darling.'	She	was called	darling	by him.
4. His illness	left	him	weak.	He	was left	weak	by the illness.
5. We	consider	it	bad.	It	is considered	bad	by us.

8. The court appointed him guardian of the orphan child.
9. Time makes the worst enemies friends.
10. Sickness made the child irritable.

8. In the above frame you have learnt how to convert sentences in Active voice containing object complements into passive. Now let us devote sometime to the study of the conversion of sentences containing modal auxiliaries into passive voice. Examine the following sentences with verbs in the Active voice in column A and their passive voice in column B.

A	B
(a) We can do the work.	The work can be done by us.
(b) We might win the race.	The race might be won by us.
(c) You must do this exercise.	This exercise must be done by you.

You have seen the conversion of sentences in the Active voice containing modal auxiliary verbs (can, might, must) plus infinitives into passive voice. Now let us see in each case what changes have occurred in the auxiliary plus infinitive combinations when turned into passive.

In sentence (a) 'Can' + 'do' in Active has become 'Can + be done' in passive.

In sentence (b) 'might' + 'Win' in Active has become 'might + 'be won' in passive.

In sentence (c) 'must' + 'do' in the active has become 'must + BE done' in passive.

This means that when a verb combination of auxiliary plus infinitive in the active voice turned into passive, the auxiliary plus infinitive combination becomes the auxiliary plus passive infinitive.

In other words we can say that Modal auxiliary plus infinitive combination is made passive by turning the infinitive into passive infinitive.

Table V - 5

The following table provides you with more examples of auxiliary plus infinitive combinations. Study the examples well.

Active Voice				Passive Voice			
Subject	Auxiliary	Infinitive	Object	Subject	Auxiliary	Passive Infinitive	Agent
1. You	must	shut	these doors.	These doors	must	be shut	by you ,
2. You	ought	open	that box.	That box	ought	to be opened	by you.
3. She	should	examine	this picture.	This picture	should	be examined	by her.
4. You	may	break	the law.	The law	may	be broken	by you.
5. You	ought	to have obeyed	the order.	The order	ought	to have been obeyed	by you.

Let us revise what we have seen in the above frame.

- You have seen that sentences in Active voice containing modal auxiliary plus infinitive are made passive by turning the infinitive into _____ infinitive. Passive
- Turn the auxiliary plus infinitive combinations in active voice given below into passive.
 - Should keep _____ should be kept
 - May do _____ may be done
 - Can make _____ can be made
 - Ought to have kept _____ ought to have been kept
- Might not remember _____ might not be remembered.

Exercise V - 7

You know how to convert sentences containing auxiliary + infinitive into passive voice. A few sentences of this type in Active voice are given below. Turn them into passive:

1. We ought to respect our teachers.
2. He might have informed the police of the theft.
3. You should have told him.
4. You must send a reply to this letter.
5. Our boys can win the match.
6. They must have attacked the enemy.
7. We must love and respect our parents.
8. He could drive his car.
9. They would have won the match if they had batted first.
10. We must keep our promises.

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9. In the previous frame you have learnt how to turn auxiliary plus infinitive combinations into passive. Now let us study how to convert commands and questions into passive voice. Read the imperative sentences in Active voice (Column A) and their passive in column B.

A	B
1. Put this letter in the box.	Let this letter be put in the box.
2. Give the order.	Let the order be given.
3. Shut all the doors.	Let all the doors be shut.

The above sentences in Column A are imperative sentences in Active voice. When they are turned into passive, see what happens. You can very well notice that the subject of verb in the passive voice is preceded by 'let' and followed by the passive infinitive.

Table V - 6

Study the table that follows. It gives more examples of the conversion of imperative sentences into passive. Study them carefully.

Imperative Sentences

Active voice		Passive Voice		
Verb	Object	Auxiliary verb	subject	Passive infinitive
1. Call	the police.	Let	the police	be called.
2. Do	the work.	Let	the work	be done.
3. Operate	the machines.	Let	the machines	be operated.
4. Feed	the dog.	Let	the dog	be fed.
5. Fetch	a glass of water.	Let	a glass of water	be fetched.

Now you know how to convert imperative sentences into passive. Now let us learn how to convert questions in active voice into passive. See the examples given below. Column A gives a number of questions in Active voice and column B gives their passive. Examine them carefully and see what happens in each case.

A	B
1. Can you do it ?	Can it be done by you ?
2. Should we study those lessons ?	Should those lessons be studied by us ?
3. What language do they speak?	What language is spoken by them ?

The above examples indicate that the conversion of questions in Active into Passive involves no difficulty. The only thing to be borne in mind is that the question or interrogative form is to be maintained when questions in active voice are turned into that of passive.

9. In the previous frame you have learnt how to turn auxiliary plus infinitive combinations into passive. Now let us study how to convert commands and questions into passive voice. Read the imperative sentences in Active (Column A) and their passive in column B.

The following table provides you with more examples of conversion of questions in Active voice into those of passive. Learn the examples therein given thoroughly.

Table V - 7

Questions - Active and Passive

(A) Active Voice	(B) Passive Voice
1. Did you write these letters ?	Were these letters written by you ?
2. Do cats eat mice ?	Are mice eaten by cats ?
3. Will the cat catch the mouse?	Will the mouse be caught by the cat ?
4. Have you shut the doors ?	Have the doors been shut by you ?
5. Did your uncle pay your fees?	Was your fee paid by your uncle ?

If you just go through the examples given in the table and those which are discussed before it, you will see that questions made by the use of auxiliary verbs are made passive by putting the words in the following order :

Auxiliary + subject + passive infinitive + agent

In the same way the questions in active voice which are introduced by interrogative words are put in the following word order when turned into passive.

Question word + auxiliary + subject + past participle form of the verb + agent.

In the above frame we have seen how to convert questions and Imperative sentences in active voice into those of passive. Let us revise what we have learnt about them.

1. We have learnt that when an imperative sentence is turned into passive voice, the subject is preceded by the auxiliary verb '____' and followed by the _____ infinitive. let,
passive.
2. When the imperative sentence 'Break this lock' is turned into passive voice, it reads :
' _____ this lock _____ ' let...be
broken

3. Similarly when questions in the Active voice are turned into passive, they involve no special difficulty. The only thing to be borne in mind is that we should maintain the _____ or question imperative form.
4. Fill in the blanks :
- | | | |
|--|-----------|-------------------|
| (a) Can you present this matter in the Assembly? | (Active) | |
| _____ this matter be _____ in the Assembly ? | | can,,, presented. |
| (b) How did you win the race ? | (Active) | |
| How _____ the race _____ by you? | (Passive) | was... won |
| (c) Where did you find that watch | (Active) | |
| where ...that watch... by you? | (Passive) | was...found |
| (d) who broke the window ? | (Active) | |
| By whom...the window...? | (Passive) | was..broken |

Exercise V - 8

You have seen enough examples in the conversion of Imperatives and questions in active into passive voice. Let us see how well you can put this knowledge into practice. A few questions and imperative sentences in Active voice are given below. Turn them into positive.

1. Did you write this letter ?
2. Who did this ?
3. Do tigers eat men ?
4. Why did your brother write such a letter ?
5. When will you start the counting of the votes ?
6. What did they ask you at the interview ?
7. Switch on the lights.
8. Call them out.
9. Chase those thieves.
10. Report the matter.

Exercise V - 9

You have learnt how to convert all types of sentences in active into that of passive. The following exercise consists of all variables of sentences. Now convert them into passive voice.

1. Government promoted him Inspector General.
2. Facts proved the theory wrong.
3. The curator of the museum showed us some ancient coins.
4. They proposed to build a dam for irrigation purposes.
5. The cross-examination proved that the witness was lying.
6. The president appointed him governor.
7. The firm will publish the book by the end of March.
8. Isn't it true that gambling has ruined many people ?
9. No one has really understood this poem.
10. God will bless good men.
11. She forgave him his faults.
12. Who taught her Sanskrit ?
13. The principal promised us a holiday.
14. Shall we ever forget those good old days ?
15. Shut all the doors.
16. Speak the truth even if you have to die.
17. Someone must help me in solving this problem.
18. When will they enquire into my complaint ?

10. You have learnt the conversion of Active voice into passive voice, As Active voice can be turned into passive so can passive be turned into Active. Let us see how it is possible. Now read the following sentences:

- (a) The boy ate the cake.
- (b) The bird builds the nest.

You know that the sentences above are in the Active voice. Let us convert them into passive voice. When converted into passive, they read as :

- (a) The cake was eaten by the boy.
- (b) The nest is built by the bird.

You have just converted the sentences in the Active voice into passive. Suppose someone asks you to turn these sentences in passive voice into Active again, you will simply copy down their active forms as :

- (a) The boy ate the cake
- (b) The bird builds the nest.

Active

Why is it so ? It is so because you know that the Active voice and passive voice are like the two sides of the same coin. What we have done here is just reversing the rules for turning into passive.

Now let us see another example.

- (a) He has been beaten by the police.
- (b) The police has beaten him.

You know for certain that sentence (a) above is in passive voice. When it is turned into active (sentence, b), the agent by whom the act of beating was done, namely the 'police' becomes the subject in the Active. Similarly, you notice that the passive verb 'has been beaten' is changed to 'has beaten'. Again you know that the subject of the passive verb is the object of the verb in the Active voice. In other words passive voice can be turned into active by just reversing the rules for turning active voice into passive.

Now read the sentences given below :

'He was arrested.'

The above sentence is passive voice does not give the agent by whom the action expressed by the verb in the passive voice is done. What will we do, when we have to turn such a sentence in Active into passive ? We know for certain that only the police has the power to arrest a man. Hence it is understood that 'He was arrested by the police'. Hence now you can convert it into active. In certain cases the agent will not be given in the passive voice.

For example, see :

'My pen is stolen'

We do not exactly know who has stolen it. But it is certain that someone has done it. Hence it is understood that 'My pen is stolen by someone'.

What does these examples indicate ? This indicates that whenever in passive voice the agent is not given, our common sense has to find out one and then put it as the subject of the verb in the Active.

Now let us take up the sentences which we have just discussed once again :

- (a) He was arrested.
- (b) My pen was stolen.

Now let us turn them into active voice.

- (a) The police arrested him.
- (b) Someone stole my pen.

All the examples discussed above show that when a sentence with a verb in passive voice is turned into Active.

- (a) The agent in the passive voice becomes the subject in the active voice.
- (b) The subject of the passive verb becomes the subject of the verb in the active voice.
- (c) The verb in the passive is replaced by the corresponding verb in the active voice.

Now move on to the following table. It provides us with more examples. Study it carefully.

Table V - 8
Passive-Active

Passive			Active		
Subject	Verb	agent	Subject	verb	Object
1. The rat	was killed	by the dog.	the dog	killed	the rat.
2. A song	is sung	by Lata.	Lata	sings	a song.
3. The match	should be won	by us.	We	should win	the match.
4. The exercises	were done	by the boys.	The boys	did	the exercises.
5. The poem	was learned	by Leela.	Leela	learned	the poem.

This table helps you in finding out the various changes that occur when passive is turned into active.

Let us revise what we have learnt in the above frame :

- (1) You have seen that passive voice can be turned into Active by reversing the rules for turning active into _____. Passive.
- (2) Thus the agent or doer of the action in the passive becomes the subject in the _____ voice Active
- (3) The verb in the passive voice is turned into the corresponding _____ voice. Active
- (4) The _____ of the passive becomes the object in the active voice. subject

Exercise V - 10

You have learnt how to convert passive into Active by just reversing the rules for turning active into passive. The following exercise provides you with a number of sentences in the passive. Turn them into Active.

- (1) What cannot be cured, must be endured.
- (2) I am laughed at by my friends.
- (3) It is now time for the shop to be closed.
- (4) She is written a letter by him.
- (5) How nicely was the letter written by him ?
- (6) Savitri is loved by Sita ?
- (7) 'Shakuntala' was written by Kalidas.
- (8) We shall be blamed by everyone.
- (9) The French fleet was defeated by Nelson.
- (10) My pocket has been picked.
- (11) Let the order be given.
- (12) Let all the gates be shut.
- (13) Good men will be pleased
- (14) By whom was the window broken ?
- (15) Has the door been shut by you ?
- (16) I have been greatly astonished at your behaviour.
- (17) He will be elected president by the people.
- (18) We were kept waiting by them.
- (19) Why should we be respected by you ?
- (20) Grapes cannot be gathered from thistles.

SUMMARY

An action expressed in a sentence may be presented in two ways - either the doer of the action as subject or the receiver or sufferer as subject. In the former case we have the verb in the Active voice and in the latter we have it in the passive. In other words the subject of the sentence is the doer of the action, we say that the verb is in the active voice and when the subject of the sentence is the receiver or sufferer of the action, we say that the verb is in the passive voice. This definition of the active and passive voice leads us to understand

that voice is that form of a verb which shows whether the subject of the verb does something or has something is done to it.

You have noticed that intransitive verbs cannot be presented in passive voice as they do not take any object after them.

When a sentence in Active voice is turned into passive, we notice that :

- (a) the verb changes from the Active voice to the corresponding passive voice, (b) the object of the transitive verb in the Active voice becomes the subject of the verb in the passive voice. (c) The subject of the transitive verb in the active voice becomes the agent or doer in the passive voice.

Passive voice, as you know, is used when it is more convenient or interesting to stress the thing done than the doer of it or when the doer is unknown.

Some verbs take two objects - direct and indirect - after them. Although it is possible to use the direct or indirect object of the verb in the active voice, the indirect object is usually made the subject in the passive voice.

The auxiliary infinitive combinations are made passive by using a passive infinitive.

When imperative sentences are turned into passive, the auxiliary verb 'let' precedes the subject and the passive infinitive follows it.

Just as it is possible to convert a sentence in Active voice into passive so it is possible to convert a sentence in passive into active by reversing the rules for changing active voice into passive.

Thus, as the agent or doer in the passive voice becomes the subject of the verb in the Active voice.

(b) The subject of the verb in the passive becomes the object of the verb in the Active voice.

(c) The verb in the passive voice turns to the corresponding active voice.

ANSWERS

Exercise 1 :

- (1) P.V. (2) P.V. (3) P.V. (4) A.V.. (5) P.V. (6) A.V.
 (7) A.V. (8) A.V. (9) P.V. (10) A.V.

Exercise II :

- (1) T.V. (2) T.V. (3) I.V. (4) T.V. (5) I.V. (6) T.V.
 (7) I.V. (8) T.V. (9) I.V. (10) I.V.

Exercise III :

(1) The lion is being fed by the keeper (2) All the grain has been eaten by the rat (3) A nest has been built by the bird (4) Stones were being thrown by the boys (5) The letters have been delivered by the postman (6) the civilians had been killed by the soldiers. (7) A song will be sung by her. (8) When he comes home, the apples will have been eaten by me. (9) His shoes are polished by him. (10) The letters were being written by them.

Exercise IV :

	<u>Subject</u>	<u>Ind. Object</u>	<u>Direct object</u>
(1)	Someone	her	book
(2)	I	him	present
(3)	Teacher	us	grammar
(4)	She	baby	doll
(5)	She	him	letter

Exercise V :

(1) I was given a note by someone (2) He was refused admission by the man (3) The servant was given a lot of money by the official. (4) The man was taught a lesson by the police. (5) I was allowed a small amount of pocket money by my uncle. (6) She had been given a bull dog by someone. (7) You will be given a ticket by the manager. (8) She was banded a chain by him (9) He was written a long letter by her. (10) Mini was bought a doll by her father.

Exercise VI :

(1) Teachers were considered failures by him. (2) He was made mad by the news (3) She was named Sita by her parents. (4) She will be called 'Sweet heart' by him. (5) The king was made angry by the words of the minister. (6) He was found guilty by the jury (7) We were kept waiting by him. (8) He was appointed guardian of the orphan child by the court. (9) The worst enemies are made friends by time. (10) The child was made irritable by sickness.

Exercise VII :

(1) Our teachers ought to be respected by us. (2) The police might have been informed of the theft by him. (3) He should have been told by you. (4) A reply to this letter must be sent by you. (5) The match can be won by our boys. (6) The enemy must have been

attacked by them. (7) Our parents must be loved and respected by us. (8) His car could be driven by him. (9) The match would have been won by them if they had batted first. (10) Our promises must be kept by us.

Exercise VIII :

(1) Was this letter written by you ? (2) By whom was this done? (3) Are men eaten by tigers ? (4) Why was such a letter written by your brother ? (5) When will the counting of the votes be started by you ? (6) What were you asked at the interview by them. (7) Let the lights be switched on (8) Let them be called out (9) Let those thieves be chased (10) Let the matter be reported.

Exercise IX :

(1) He was promoted Inspector General by the Government. (2) The theory was proved wrong by facts (3) We were shown some ancient coins by the curator of the museum. (4) The building of a dam for irrigation proposes was proposed by them. (5) That the witness was lying was proved in the cross examination. (6) He was appointed governor by the president. (8) The book will be published by the firm by the end of March. (8) Isn't it true that many people have been ruined by gambling ? (9) This poem has been really understood by none. (10) Good men will be blessed by god. (11) He was forgiven of his faults by her. (12) By whom was she taught Sanskrit ? (13) We were promised a holiday by the principal (14) Shall those good old days be ever forgotten by us ? (15) Let all the doors be shut. (16) Let the truth be spoken even if you have to die. (17) I must be helped in solving this problem by someone. (18) When will my complaint be enquired into by them ?

Exercise X :

(1) We must endure what we cannot cure. (2) My friends laugh at me. (3) It is now time for them to close the shops. (4) He writes a letter to her. (5) How nicely did he write the letter ? (6) Sita loves Savitri. (7) Kalidas wrote 'Shakuntala'. (8) Everyone shall blame us. (9) Nelson defeated the French fleet. (10) Someone has picked my pocket. (11) Give the order (12) Shut all the gates. (13) God will bless good men. (14) Who broke the window ? (15) Have you shut the door ? (16) Your behaviour has greatly astonished me. (17) The people will elect him president (18) They kept us waiting (19) Why should you respect us ? (20) You cannot gather grapes from thistles.

UNIT TEST V

Active Passive Voice

Q.1. Fill in the blanks using correct word or words: 2½

- (1) When the subject of the sentence is used as the doer of the action, we say that the verb is in the ____ voice.
- (2) When the subject of a sentence is the receiver or sufferer of the action, we say the verb is in the ____ voice.
- (3) The subject in the active voice is ____ whereas the subject in the passive voice is ____.
- (4) That form of a verb, which shows whether what is denoted by the subject does something or has something done to it is called ____.
- (5) Only ____ verbs can have passive constructions.

Q.II Recognize and write down whether the subjects in each of the following sentences are presented as doers or as sufferers or receivers 2½

- (1) The shoes were made by the shoe maker. _____
- (2) Many people heard the noise of the explosion. _____
- (3) The exercises were done by the boys. _____
- (4) The train was pulled by a powerful machine. _____
- (5) Two big trees were blown down by the wind. _____
- (6) We were asked many questions by the teacher. _____
- (7) Did you write these letters ? _____
- (8) The work will be finished by us. _____
- (9) Were the shots fired by the soldiers ? _____
- (10) Must all the questions be answered by me ? _____

Q.III. Turn the following sentences from Active to Passive Voice : 8

- (1) The legend tells us how the castle received its name : _____
- (2) The french surrendered Quebec to the English in 1759. _____
- (3) Do not insult the poor. _____
- (4) He made his wife to do the work. _____
- (5) We elected Sunil Captain. _____
- (6) They promised me a present. _____

(7) Who taught you these lessons ? _____

(8) Have the boys eaten some of the cakes ? _____

Q.IV. Turn the following sentences from Active to the Passive Voice.

(8)

(1) The work will be finished by us. _____

(2) The field was being ploughed by us _____

(3) English is spoken all over the world.

(4) Was this book printed in Bombay ? _____

(5) You will be given a present by the manager. _____

(6) Let the order be given. _____

(7) He was laughed at by all his friends. _____

(8) He was found sad. _____

~~-(9)~~

Q.V. In the following sentences change the voice.

(4)

(1) We must listen to his words. _____

(2) How many sums have you done ? _____

(3) Were you advised by your father ? _____

(4) Let the truth be spoken. _____

(5) The car ran over the child. _____

(6) Do not tell a lie. _____

(7) Why was he punished by the teacher ? _____

(8) I was compelled to go. _____
