

Active and Passive Voice

Active Voice- set of forms of a verb in which the subject is typically the person or thing performing the action and which can take a direct object (e.g. she loved him as opposed to the passive form he was loved)

Passive Voice- set of forms of a verb in which the subject undergoes the action of the verb (e.g. they were killed as opposed to the active form they killed them)

Tense	Active Voice	Passive Voice
Simple Present	help/helps	am/is/are helped
Simple Past	helped	was/were helped
Simple Future	will/shall help	will/shall be helped
Present Continuous	am/is/are helping	am/is/are being helped
Past Continuous	was/were helping	was/ were being helped
Present Perfect	has/have helped	has/ have been helped
Past Perfect	had helped	had been helped
Modal Verb	may help	may be helped

- **Verb in simple present tense**

Active

Passive

Rekha helps me.

I am helped by Rekha.

Sita writes a story

A story is written by Sita.

Structure of simple present in passive form:

Sub + am/is/are + v3 (past participle)

- **Verb in simple past**

Active

passive

Tom killed the snake.

The snake was killed by Tom.

Ruby bought two bags.

Two bags were bought by Ruby.

Structure: **Sub + was/were + v3**

- **Verb in simple future tense**

Active

passive

Mukul will help me

I will be helped by Mukul

The peon will post the letter

The letter will be posted by the peon

Structure: **Sub + will/shall be + v3**

- **Verb in present continuous tense**

Active

Passive

He is answering the question

The question is being answered by him

Rahul is drawing the picture The picture is being drawn by Rahul

Structure: **Sub + am/is are+ being + v3**

- **Verb in past continuous**

Active

Passive

He was cutting the cloth

The cloth was being cut by him

The girls were painting the box

The box was being painted by the girls

Structure: **Sub +was/were +being+ v3**

- **Verb in present perfect tense**

Active

Passive

Tom has painted the door

The door has been painted by Tom

Moti has thrown the balls

The balls have been thrown by Moti

Structure: **Sub + has/ have been + v3**

- **Verb in past perfect tense**

Active

Passive

She had taken the books

The books had been taken by them

Mona had cleaned the room

The room had been cleaned by Mona

Structure: **Sub + had+ been + v3**

- **Verb in future perfect tense**

Active

Passive

I will have helped Raju.

Raju will have been helped by me

Rani will have played cricket.

Cricket will have been played by Rani

Structure: **Sub + will/ shall+ have +been + v3**

- **Modal verbs**

Active

Passive

She can win the prize

The prize will be won by her

Raja may drive the car

The car may be driven by Raja

Anil must send a reply

A reply must be sent by Anil

A doctor should examine him

He should be examined by a doctor

Structure: **Sub + modal verb + be + v3**

- **Passive of commands : Let, Please, Kindly....**

Active

Passive

Open the box (command)

Let the box be opened

Help the poor (suggestion)

The poor should be helped

Take this chair, please (request)

You are requested to take this chair

Kindly read this paper (request)

You are requested to read this paper

- **Passive of yes-no questions**

Active

passive

Does I write this book?

Is this book written by me?

Did they call you?

Were you called by them?

Has Tom invited you?

Have you been invited by Tom?

Had Moti done this task?

Had this task been done by Moti?

Can we cut the tree?

Can the tree be cut?

- **Passive of Wh-questions**

Active

Passive

When do they send the letter?

When is the letter sent?

Who wrote the Ramayana?

By whom was the Ramayana written?

Which boy abused you?

By which boy were you abused?

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