

Change the voice

classmate

Date

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→ Active - passive voice :-

① Active - Sentence begins with 'subject'.

② Passive - Sentence begins with 'object'.

2) To get an object we ask question to Main verb with 'What' and 'Whom'.

① (He bought) a bicycle.
S V₂ O

What did he buy ?

→ a bicycle (Object)

② (I phoned) Rahul.
S V₂ O

Whom I phoned ?

→ Rahul (Object)

③ Pronoun :-

Active

Passive

I

→

me

We

→

us

You

→

you

He

→

him

She

→

her

It

→

it

They

→

them

① I helped him

He (was helped) by me

④ Main verb :-

Active :- $V_1 / V_3/es, V_{ing}, V_2, V_3$.

Passive :- V_3 .

1] Simple present Tense :-

① Affirmative :-

Active - $S + V_1 / V_3/es + O$

Passive - $O + (am/is/are) + V_3 + by + S$

Ex - ① I love chocolates.

→ chocolates are loved by me

② Negative :-

Active - $S + do/does + not + V_1 + O$

Passive - $O + am/is/are + not + V_3 + by + S$.

Ex - ① I (don't love) chocolates.

chocolates (are not loved) by me

③ Yes/no type questions:-

Active - Do/Does + S + V₁ + O?

Passive - Am/Is/Are + O + V₃ + by + S?

Ex ① Do I love chocolates?

Are chocolates loved by me?

④ Wh- questions :-

Active - Wh- words + do/does + S + V₁ + O?

Passive - Wh- words + am/is/are + O + V₃ + by + S

Ex ① Why do I love chocolate?

Why are chocolates loved by me?

① The gardener waters the plants.

→ The plants are watered by the gardener.

② Teachers do not punish the students.

→ The students are not punished by teachers.

③ Does she like coffee?

→ Is Coffee liked by her?

④ They lock the cells at night.
→ The cells are locked by them at night.

⑤ When do they send the parcel?
→ When is the parcel sent by them?

⑥ Where does he organize a program?
→ Where is a program organized by him?

⑦ Do we believe in God?
→ Is God believed in by us.

⑧ I don't read short stories.
→ Short stories are not read by me.

⑨ Why don't they complete the work in time?
→ Why is not the work completed by them in time?

⑩ When does snehal wash the dishes?
→ When are the dishes washed by snehal?

⑪ Tushar always help me.
→ I am always helped by tushar.

2] Continuous present tense:-

① Affirmative -

Active - S + am / is / are + v_{ing} + o

Passive - O + am / is / are + being + v₃ + by + s

① she is making tea.
S v_{ing} O

Tea is being made by her.
O v₃ S

② Negative -

Active - S + am / is / are + not + v_{ing} + o

Passive - O + am / is / are + not + being + v₃ + by + s.

① she is not making tea.
S v_{ing} O

Tea is not being made by her?
O v₃ S

③ yes/no type questions :-

Active - Am / is / are + S + v_{ing} + o?

Passive - Am / is / are + o + being + v₃ + by + s

① Is she making tea?

Is tea being made by her?

④ Wh- question :-

Active - Wh-word + am/is/are + s + v-ing + o?

Passive - Wh-word + am/is/are + o + being + v₃ + by + s?

① Why is she making tea?

Why is tea being made by her?

① I am confessing the crime.

→ The crime is being confessed by me.

② Mona is not disturbing us.

→ We are not being disturbed by Mona.

③ Is he giving all instructions?

→ Are instructions being given by him?

④ Are they ploughing the field?

→ Is the field being ploughed by them?

⑤ Why are you laughing at her?

→ Why is she being laughed at by you?

- ⑥ Where are they playing the match?
→ Where is the match being played by them?
- ⑦ childrens are enjoing the game.
→ The game is being enjoyed by childrens.
- ⑧ The Carpenter is not repairing the tables.
→ The tables are not being repaired by the Carpenter.
- ⑨ I am not driving a car.
→ A car is not being driven by me.
- ⑩ Why are they Praising me?
→ Why am I being praised by them?
- ⑪ He is sending the e-mails?
→ The emails are being sent by him.

3] Perfect Present Tense :-

① Affirmative -

Active - S + have / has + V₃ + O

Passive - O + have / has + been + V₃ + by + S

① He has directed these two movies.

S

V₃

O

These two movies have been directed by him

O

V₃

S

② Negative -

Active - S + have / has + not + V₃ + O

Passive - O + have / has + not + been + V₃ + by + S

① He has not directed these two movies.

S

V₃

O

These two movies have not been directed by him

S

V₃

③ yes/no type questions :-

Active - Have / has + S + V₃ + O ?

Passive - Have / has + O + been + V₃ + by + S ?

① Has he directed these two movies ?

S

V₃

O

Have these two movies been directed by him?

④ Wh-type Questions:-

Active - Wh-word + have/has + S + V₃ + O ?

Passive - Wh-word + have/has + O + been + V₃ + by + S ?

① When has he directed these two movies?

→ When have these two movies been directed by him?

Examples:-

① We have Completed the assignment.

→ The assignment has been Completed by us.

② Why have you broken the mirror?

→ Why has the mirror been broken by you?

③ They have not declared the result

→ The result has not been declared by them.

④ How have you unfolded this mystery?

→ How has this mystery been unfolded by you?

⑤ A clever thief has stolen the jewels.

→ The jewels have been stolen by a clever thief.

⑥ Has the doctor treated the patients?

→ Have the patients been treated by the doctor?

⑦ Why have you insulted her today?

→ Why has she been insulted by you today?

⑧ Have the students filled up the form?

→ Has the form been filled by the student?

⑨ He has not sold all candies.

→ All candies have not been sold by him

⑩ Has he cheated me?

→ Have I been cheated by him?

⑪

47 Simple past tense -

① Affirmative -

Active - S + V₂ + O

Passive - O + was/were + V₃ + by + S

① I ~~saw~~ the final match.

The final match was ~~seen~~ by me.

② Negative -

Active - S + did + not + V₁ + O

Passive - O + was/were + not + V₃ + by + S.

① I did not see a final match.

A final match was not seen by me.

③ Yes/No type questions:-

Active - Did + S + V₁ + O ?

Passive - Was/Were + O + V₃ + by + S ?

Did I see the final match ?

Was the final match [↑] by me
seen

④ Wh-type question :-

Active - Wh-word + did + s + v₁ + o ?.

Passive - Wh-word + was / were + o + v₃ + by + s ?.

When did I see the final match ?.

When was the final match seen by me ?.

Examples :-

① Teacher corrected the mistakes.

→ The mistakes were corrected by teacher

② Students didn't complete the homework

→ The homework ^{not} was completed by students

③ Did he make a wise decision ?.

→ Was a wise decision made by him ?.

④ How did you get this information ?.

→ How was this information ~~got~~ by you ?.

⑤ Did you recognize them ?.

→ ~~Was~~ they recognized by you ?.
Were

⑥ Someone stole my brief case

→ My brief was stolen by someone case.

⑦ Why did she buy these books ?.

→ Why were these books bought by her ?.

- ⑧ Police didn't find the bag.
→ The bag was ^{not} found by police.
- ⑨ Why didn't they accept the invitation?
→ Why was not the invitation accepted by them?
- ⑩ Did he allow these students yesterday?
→ Were these students allowed by him yesterday?

3 Continuous past tense -

① Affirmative -

Active - S + was / were + V_{ing} + O

Passive - O + was / were + being + V₃ + by + S

① They were making an enquiry.

An enquiry was being made by them.

② Negative -

Active - S + was / were + not + V_{ing} + O

Passive - O + was / were + not + being + V₃ + by + S.

① They were not making an enquiry.

An enquiry was not being made by them.

③ Yes/No type questions :-

Active - Was / Were + S + V_{ing} + O ?

Passive - Was / Were + O + being + V₃ + by + S ?

① Were they making an enquiry ?

Was an enquiry being made by them ?

④ Wh - type questions :-

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Active

Wh- word + Was/were + s + V-ing + o?

Passive

Wh- word + was/were + o + being + V₃ + by + s?

① Why were they making an enquiry?

Why was an enquiry being made by them?

Examples:-

① She was staring at me.

→ I was being ~~star~~ stared by her.

② children were enjoying the circus show.

→ The circus show was being enjoyed by children.

③ Why was he serving the old men?

→ Why were the old men being served by him?

④ He was not cleaning the clinic.

→ The clinic was not ^{being} cleaned by him?

⑤ Was he arranging the chairs?

→ Were the chairs being arranged by him?

⑥ They were not making tall claims.

→ Tall claims were not being made by them.

⑦ Where were the boys decorating the hall?

→ Where was the hall being decorated by the boys?

⑧ Was she purchasing the umbrellas? ^{Active}
→ Were the umbrellas being purchased by her?

⑨ Neha was not writing the articles.
→ The articles were not being written by Neha.

⑩ Mother was cooking the food.
→ The food was being cooked by mother.

6] Perfect Past Tense:-

① Affirmative :-

Active - S + had + V₃ + O

Passive - O + had + been + V₃ + by + S

① We had supported the decision.

The decision had been supported by us.

② Negative :-

Active :- S + had + not + V₃ + O

Passive :- O + had + Not + been + V₃ + by + S

① We had not supported the decision.

The decision had not been supported by us.

③ yes/No type questions :-

Active - Had + S + V₃ + O ?

Passion - Had + O + been + V₃ + by + S ?

Had we supported the decision.

Had the decision been supported by us ?

④ Wh-type question :-

Active - Wh-word + had + S + V₃ + O ?.

Passive - Wh-word + had + O + ^{been} V₃ + by + S ?.

① Why had we supported the decision ?.

Why had the decision been supported by us ?.

Examples :-

① Police had rescued the number of passengers.

→ The number of passengers had been rescued by police.

② Had he spoken the truth ?.

→ Had the truth been spoken by him ?.

③ When had they prepared many plans ?.

→ When had many plans been prepared by them ?.

④ Rohit had not directed this movie.

→ This movie had not been directed by Rohit.

⑤ Had the robbers robbed the passengers ?.

→ Had the passengers been robbed by the robbers ?.

⑥ The army had captured the city.

→ The city had been captured by the army.

⑦ She hadn't checked the bill.

→ The bill had not been checked by her.

⑧ How had they designed the car ?.

→ How had the car been designed by them?

* Modal Auxiliary :- (13)

shall, will, can, could, should, would, may, might, must, ~~by~~ used to, need, dare.

① Affirmative :-

Active - S + M.A + V₁ + O ?

Passive - O + M.A + be + V₃ + by + S

① He will sign the paper.

The paper will be signed by him.

② Negative :-

Active - S + M.A + not + V₁ + O

Passive - O + M.A + not + be + V₃ + by + S.

① He will not sign the paper.

The paper ~~no~~ will not be signed by him.

③ Yes/No type Question :-

Active - MA + S + V₁ + O ?

Passive - MA + O + be + V₃ + by + S ?

① Will he sign the paper?

Will the paper be signed by him?

④ Wh-type question -

Active - Wh-question + MA + s + v₁ + o?

Passive - Wh-word + MA + o + be + v₂ + by + s?

① When will he sign the paper?

When will the paper be signed by him?

Examples :-

① He can solve the puzzle.

→ The puzzle can be solved by him.

② How could you manage it?

→ How could it be managed by you?

③ She will not believe her maid.

→ Maid will not be believed by her.

④ The rich ought to help the poor.

→ The poor ought be helped by the rich.

⑤ May he visit the museum?

→ May the museum be visited by him?

⑥ you must not waste time.

→ Time must not be wasted by her.

⑦ Why should we take exercise?

→ Why should exercise be taken by us?

⑧ They need not buy bread.

→ Bread need not be bought by them. - Active -
- Passive -

⑨ Would she carry the box?

→ Would the box be carried by her?

⑩ How can I serve the people?

→ How can the people be served by me?

* Imperative Sentence :- आलाची वाक्य

Imperative Sentence →

- begins with 'Main verb'
- begins with 'Don't'
- begins with 'Let'

① Open the door.

② Don't argue with him.

③ Let me do it.

□ Begins with 'Main verb'.

Active - Main verb + object

Passive - Let + o + be + V₃

① Close the window.

→ Let the window be closed.

Examples -

① Inform the police.

→ Let the police be informed.

② Switch off the fan.

→ Let the fan be switched.

- ④ Search the briefcase.
→ Let the briefcase be searched.
- ⑤ Return it immediately.
→ Let it
- ⑥ Post this letter.
→ Let this letter be posted.
- ⑦ Call the doctor
→ Let the doctor be called.
- ⑧ Keep a close watch on every movement.
→ Let a close watch be kept on every movement.

2] Begins with 'Don't'

Active - Don't + v₁ + o

Passive - Let + o + not + be + v₂

① Don't touch the electric wire.

Let the electric wire not be touched.

Examples:-

① Don't take things personally
→ Let things personally not be taken.

② Don't eat junk food.
→ Let junk food not be eaten.

③ Don't accept the invitation.
→ Let the invitation not be accepted.

④ Don't visit the palace.
→ Let the palace not be visited.

⑤ Don't build a house
→ Let a house not be built.

⑥ Don't turn an television.
→ Let an television not be turned.

⑦ Don't Keep a secret.
→ Let a secret not be kept.

⑧ Don't bring a textbook.
→ Let a textbook not be brought.

Examples:-

① Don't take things personally

→ Let things personally not be taken

② Don't eat junk food

→ Let junk food not be eaten

③ Don't accept the invitation

→ Let the invitation not be accepted

④ Don't visit the palace

→ Let the palace not be visited

⑤ Don't build a house

→ Let a house not be built

⑥ Don't turn on television

→ Let on television not be turned

✱ Sentence begins with 'Let's' :-

Active - Let + s + v + o

Passive - Let + o + be + v_a + (by + s)

① Let India win the match.

→ Let the match be won by India.

② Let her sing a song.

→ Let a song be sang by her.

③ Let him mangle it.

→ Let it be manged by him.

④ Let them do the homework.

→ Let the homework be done by them.

⑤ Let us play the game.

→ Let the game be played by us.