



SNS COLLEGE OF TECHNOLOGY

Coimbatore-35
An Autonomous Institution

Accredited by NBA – AICTE and Accredited by NAAC – UGC with ‘A++’ Grade
Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai

DEPARTMENT OF ENGLISH

23ENT101 - COMMUNICATIVE ENGLISH
I YEAR/ I SEMESTER





ACTIVE VOICE

- Active voice is a form of a verb in which the **subject performs the action**

Subject + Verb + Object

- It doesn't require a linking verb
- Active voice is direct, clear and strong in tone
- Ex: I wrote a letter to my friend
- They were making invitation cards



PASSIVE VOICE

- Passive voice is used when the **action is performed by the subject.**

Object + Verb + Subject

- It requires a linking verb – **by**
- Passive voice is indirect, weak and subtle
- Ex: A letter was written to my friend **by** me
- Invitation cards were being made **by** them



Changes of Pronouns

While changing sentence from Active to Passive voice, some pronouns will be changed in the form, They are

ACTIVE VOICE	PASSIVE VOICE
I	ME
WE	US
HE	HIM
SHE	HER
THEY	THEM
IT	IT



Forms of Active And Passive Voice For All Tenses



Simple Present Tense

Active Sentences	Passive Sentences
He writes an essay	An essay is written by him
Sheena does the housework	The housework is done by Sheena
She cares for the rabbit	The rabbit is being cared for by her
Jacob always plays the guitar	The guitar is always played by Jacob



Forms of Active And Passive Voice For All Tenses



Present Continuous Tense

Active Sentences	Passive Sentences
They are eating bananas	The bananas are being eaten by them
Bob is drawing a diagram	A diagram is being drawn by Bob
Samta is playing the piano	A piano is being played by Samta
She is waiting for Reema	Reema is being waited for by her



Forms of Active And Passive Voice For All Tenses



Present Perfect Tense

Active Sentences	Passive Sentences
Has he done the work?	Has the work been done by him?
Have they left the apartment?	Has the apartment been left by them?
He created this masterpiece	This masterpiece is created by him
He read the newspaper	The newspaper is being read by him



Forms of Active And Passive Voice For All Tenses



Simple Past Tense

Active Voice	Passive Voice
Ria paid the bills	The bills were paid by Ria
The teacher called the student	The student was called by the teacher
She did not buy the fruits	The fruits were not bought by her



Forms of Active And Passive Voice For All Tenses



Past Continuous Tense

Active Voice	Passive Voice
They were waiting for him	He was being waited for by them
Astha was learning French	French was being learnt by Astha
She was playing kabaddi	Kabaddi was being played by her



Forms of Active And Passive Voice For All Tenses



Past Perfect Tense

Active Voice	Passive Voice
She won the match	The match had been won by her
I had finished her work	Her work had been finished by me
He had missed the last metro	The last metro had been missed by him



Forms of Active And Passive Voice For All Tenses



Simple Future Tense

Active Voice	Passive Voice
He will write a letter	A letter will be written by him
He will repair her cycle	Her cycle will be repaired by him
He shall start the meeting	The meeting will be started by him



Forms of Active And Passive Voice For All Tenses



Future Continuous Tense

Active Voice	Passive Voice
She won the match	The match had been won by her
I had finished her work	Her work had been finished by me
He had missed the last metro	The last metro had been missed by him



Forms of Active And Passive Voice For All Tenses



Future Perfect Tense

Active Voice	Passive Voice
They will have won the match	The match will have been won by them
Reena will have washed the skirt	The skirt will have been washed by Reena



IMPERSONAL PASSIVE



- Impersonal passive is used to avoid mentioning the identity of the person
- **Example:** We can use this way to reach the bus top
This way can be used to reach the bus stop
- Students normally prefer a good teacher
A good teacher is normally preferred
- Avoid cell phone while driving
Cell phone should be avoided while driving



ACTIVE VOICE



PASSIVE VOICE

1. The students completed their assignments.
2. The gardener waters the plants daily.
3. The police arrested the suspect.
4. The mechanic fixed my car.
5. She wrote a heartfelt letter to her friend.
6. The tailor stitched a beautiful dress.
7. The dog chased the cat up the tree.
8. The kids painted the walls with bright colors.
9. A melodious song is sung by him.
10. The chef baked a delicious cake.

1. Their assignments were completed by the students.
2. The plants are watered daily by the gardener.
3. The suspect was arrested by the police.
4. My car was fixed by the mechanic.
5. A heartfelt letter was written to her friend by her.
6. A beautiful dress was stitched by the tailor.
7. The cat was chased up the tree by the dog.
8. The walls were painted with bright colors by the kids.
9. He sings a melodious song.
10. A delicious cake was baked by the chef.



EXERCISE



Identify the following sentence:

1. The cat sat on the mat.
2. The book was written by the author.
3. The children played in the park.
4. The door was opened by the wind.
5. The teacher explained the lesson.
6. The cake was baked by Mary.
7. Dogs chase cats.
8. A new song was composed by the musician.
9. The letter was written by John.
10. The problem needs to be solved.

1. Active voice
2. Passive voice
3. Active voice
4. Passive voice
5. Active voice
6. Passive Voice
7. Active Voice
8. Passive Voice
9. Passive Voice
10. Passive Voice

