Active Passive

English Grammar
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• You can work as tourist guides in tour and travel agencies or can work independently.

• Good English also gives you an edge in your existing career growth.
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**TRANSITIVE VERB**

जब कोई व्यक्ति या वस्तु Subject के रूप में कुछ कार्य करती है तो उसकी Verb को Active Voice में कहा जाता है। For example –

• She sings a song.

वह गाना गाती है।

जब कोई व्यक्ति या वस्तु Subject के रूप में कार्य नहीं करती बल्कि अन्य किसी वस्तु द्वारा किये गए कार्य के परिणाम को दर्शाती है तो उसकी Verb को Passive Voice में कहा जाता है।

For example

• A song is sung by her.

एक गाना उसके द्वारा गाया जाता है।
Basic rules of Active Passive

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Rule 1 - In Passive Voice- Subject is moved to the place of Object and we use the word By before the object.

For example

• We play cricket.

Cricket is played by us.

Rule 2 - In Passive Voice – 3rd Form of the Verb is used.

For example –

• Ram kills Ravan.

Ravan is killed by Ram.
Active Passive Voice - Present Indefinite Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule

In Active Voice – s/es with 1st Form of the Verb
In Passive Voice – Is/Are/Am as per Subject + 3rd form of the Verb

For example

• She **sings** a song.
  
  A song **is** sung by her.

Negative Sentence

• I do not read the book.
  
  A book **is not** read by me.

Interrogative Sentence

• Do I read the book?
  
  Is the book read by me?

• Who does read the book?
  
  By whom is the book read?
Active Passive Voice - Present Continuous Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule

In Active Voice – Is/AM/Are + 1st Form of Verb + ing
In Passive Voice – Is/Are/Am + Being + 3rd Form of the Verb

For example

• She is singing a song.
  A song is being sung by her.

Negative Sentence

• He is not eating the food.
  The food is not being eaten by him.

Interrogative Sentence

• Is he eating the food?
  Is the food being eaten by him?
• Who is eating the food?
  By whom is the food being eaten?
Active Passive Voice - Present Perfect Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule
In Active Voice – Has/Have + 3rd Form of the Verb
In Passive Voice - Has/Have + Been + 3rd Form of the Verb

For example

• Yuvraj has played cricket.
  Cricket has been played by Yuvraj.

Negative Sentence

• Yuvraj has not played cricket.
  Cricket has not been played by Yuvraj.

Interrogative Sentence

• Has Yuvraj played cricket?
  Has cricket been played by Yuvraj?

• Who has played cricket?
  By whom has the cricket been played?
Active Passive Voice – Past Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule

In Active Voice – 3rd Form of the Verb
In Passive Voice - Was/Were + 3rd Form of the Verb

For example

• I played cricket.
  Cricket was played by me.

Negative Sentence

• I did not play cricket.
  Cricket was not played by me.

Interrogative Sentence

• Did I play cricket?
  Was cricket played by me?
• Who did play cricket?
  By whom was cricket played?
**Active Passive Voice – Past Continuous Tense**

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

**Rule**

In Active Voice – Was/Were + 1st Form of the Verb + ing  
In Passive Voice – Was/Were + Being + 3rd Form of the Verb

**For example**

- I was reading the book.  
  The book was being read by me.

**Negative Sentence**

- I was not reading the book.  
  The book was not being read by me.

**Interrogative Sentence**

- Was I reading the book?  
  Was the book being read by me?  
- Who was reading the book?  
  By whom was the book being read?
Active Passive Voice – Past Perfect Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule

In Active Voice – Had + 3rd Form of the Verb

In Passive Voice - Had + been + 3rd Form of the Verb

For example

• They had written a letter.
  A letter had been written by them.

Negative Sentence

• They had not written a letter.
  A letter had not been written by them.

Interrogative Sentence

• Had they written a letter?
  Had a letter been written by them?

• Who had written the letter?
  By whom had the letter been written?
Active Passive Voice – Future Indefinite Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule

In Active Voice – Will/Shall + 1st Form of the Verb

In Passive Voice - Will/Shall + Be + 3rd Form of the Verb

For example

• I shall sing a song.
  A song will be sung by me.

Negative Sentence

• I shall not sing a song.
  A song will not be sung by me.

Interrogative Sentence

• Shall I sing a song?
  Will a song be sung by me?

• Who shall sing a song?
  By whom will a song be sung?
Active Passive Voice – Future Perfect Tense

In this tense, when we change Active Voice into Passive Voice, we have to follow these rules:

Rule

In Active Voice – Will/Shall + Have + 3rd Form of the Verb
In Passive Voice – Will/Shall + Have + Been + 3rd Form of the Verb

For Example

- I shall have written a letter.
  A letter will have been written by me.

Negative Sentence

- I shall not have written a letter.
  A letter will not have been written by me.

Interrogative Sentence

- Shall I have written a letter?
  Will a letter have been written by me?
- Who will have written a letter?
  By whom will the letter have been written?
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12 phrases from word "keep"

- Keep On
- Keep Up
- Keep Off
- Keep In
- Keep Out

Words of daily use
Learn English vocabulary
10 'get' phrasal verbs

- Get away
- Get along
- Get around

Learn use of word while...!!
While - जबकि
For a while - कुछ समय के लिए
All the while - सारे समय
Once in a while - कभी कभार
In a little while - छोटे समय में
Not worth while - लाभदायक नहीं

Learn use of word even
Even (बराबर) - The score is even.
Even (भी) - Even a bad cannot make such mistakes.
Even out (बराबर करना) = Even cut the ground.
Even when (जब भी) = Even when he is slow, he works.
Evenly (समान हूँ) = An apple should be divided evenly.

Learn more than 10 ways to use if
What if - क्या हो अगर
Even if - भले ही
If so - अगर ऐसा है तो

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