



INDIAN SCHOOL AL WADI AL KABIR

Class: VI	Department: ENGLISH	Date of Submission: DECEMBER 2025
WORKSHEET NO:18	Topic: ACTIVE AND PASSIVE VOICE	Note: To be done in the notebook

Active Voice:

A sentence is in the active voice when the subject **performs** the action expressed by the verb.

Example: The teacher explained the lesson.

(Here, “teacher” is the subject doing the action.)

Passive Voice:

A sentence is in the passive voice when the subject **receives** the action expressed by the verb.

Example: The lesson was explained by the teacher.

(Here, “lesson” is the subject receiving the action.)

Active = Subject does the action.

Passive = Subject receives the action.

Active vs Passive Voice Chart

Feature	Active Voice Example	Passive Voice Example
Structure	Subject + Verb + Object	Object + Verb + Subject (by...)
Focus	Emphasizes the doer of the action	Emphasizes the receiver of the action
Verb Form	Base verb / tense	“Be” verb + Past Participle

Rules for forming a passive voice

1. Identify the subject, verb, and object in the active sentence.

2. Move the object of the active sentence to the beginning of the passive sentence. in other words (The places of subject and object are interchanged).
3. Transform the main verb into its past participle form.
4. Combine the past participle with a form of the auxiliary verb “to be” (is, am, are, was, were, has been, have been).
5. The pronoun representing the subject changes based on the subject’s role in the sentence.
6. Ensure that pronouns and tense are adjusted accordingly.

Formation of active and passive voice in different tenses.

The tense of the sentence does not affect whether you can use active or passive voice; both voices can be used with any tense. However, the structure of the sentence will vary depending on the tense.

Tense	Active Voice	Passive Voice
Simple Present	Subject + Verb (base form) + Object	Object + is/am/are + V3 + (by + Subject)
Simple Past	Subject + Verb (past tense) + Object	Object + was/were + V3 + (by + Subject)
Simple Future	Subject + will + Verb (base form) + Object	Object + will be + V3 + (by + Subject)
Present Continuous	Subject + is/are + Verb (-ing) + Object	Object + is/are being + V3 + (by + Subject)
Past Continuous	Subject + was/were + Verb (-ing) + Object	Object + was/were being + V3 + (by + Subject)
Present Perfect	Subject + has/have + Verb (past participle) + Object	Object + has/have been + V3 + (by + Subject)
Past Perfect	Subject + had + Verb (past participle) + Object	Object + had been + V3 + (by + Subject)
Future Perfect	Subject + will have + Verb (past participle) + Object	Object + will have been + V3 + (by + Subject)

Ex.1. Identify the voice whether the following sentences are in Active Voice or Passive Voice:

1. The lesson is explained by the teacher.
2. The car was washed by Tom.
3. The manager approved the project.
4. The cake is being baked by Mary.
5. The children play football every evening.
6. The hunter killed the lion.
7. The windows have been cleaned.
8. She was attacked by a dangerous dog.
9. I gave him a book for his birthday.
10. He was looked after by his grandmother.

Ex. 2. Are these sentences written in Active or Passive?

1. Food is not cooked by him.
2. He reads a novel.
3. Esha is singing a song.
4. Aisha bought a bicycle.
5. The toy will have been brought by them.
6. My friends were called by Naman.
7. The bills were paid by Miraya.
8. Nitika was painting the wall.
9. The cake was being baked by her.
10. Reena will save money.
