



INDIAN SCHOOL AL WADI AL KABIR

Class: VII	Department: ENGLISH	Date of Submission: January, 2023
WORKSHEET NO.23	TOPIC: ACTIVE & PASSIVE VOICE	Note: To be done in the note books

'Voice' – What Is It?

The term 'voice' is a term that is used to denote the form of the verb which shows if the subject in a given sentence is the doer or receiver of the action. The voice of a verb describes the relationship between the action and the participants (subject or object) in a sentence.

The Two Voices in the English Language

There are two voices in the English language and they are as follows:

- Active Voice
- Passive Voice



Active Voice – Meaning and Definition

The active voice, in a sentence, denotes that the noun or pronoun that acts as the subject in the sentence is the doer of the action. In other words, the subject performs the action or acts upon the verb.

Passive Voice – Meaning and Definition

The passive voice, on the other hand, represents that the subject is acted upon by the action or verb in the sentence. It can also be said that the passive voice indicates that the subject in the sentence is no longer active but passive.

Using the Active Voice and the Passive Voice – Points to Remember

There are a few points that you have to bear in mind when using the active voice and the passive voice. In the English language, the active voice is used generally as they give the information in a direct and clear manner. Make sure you do not use the passive voice just because you think it sounds better. Use it only if it is necessary. Remember that the active voice has the subject doing the action and the passive voice has the subject receiving the action. A pro tip for you to master the active voice and the passive voice is to know the structure and formula by which they work.



Structure for Active Voice:

Subject + Verb + Object

Structure for Passive Voice:

Object + Verb (3) + by + Subject

Formula for Active Voice:

Doer/ Actor + Verb + Object/ Action Receiver.

Formula for Passive Voice:

Object/ Action Receiver + Verb + Doer/ Actor.

Active Voice	Passive Voice
<ul style="list-style-type: none">Denotes that the subject is performing the action.	<ul style="list-style-type: none">Denotes that the subject is acted upon by the verb or action in the sentence.
<ul style="list-style-type: none">The active voice does not require a linking verb to make sense.	<ul style="list-style-type: none">The passive voice uses a linking verb followed by the past participle of the main verb.
<ul style="list-style-type: none">The active voice focuses on the doer of the action.	<ul style="list-style-type: none">The passive voice comes in handy when the doer of the action is undetermined.
<ul style="list-style-type: none">Has a direct, clear and strong tone.	<ul style="list-style-type: none">Has an indirect, weak and subtle tone.
<ul style="list-style-type: none">Examples:<ul style="list-style-type: none">I decorated the hall.Devi gave Shanthi a gift.	<ul style="list-style-type: none">Examples:<ul style="list-style-type: none">The hall was decorated by me.Shanthi was given a gift by Devi.

EXERCISE 1

Identify the Voice

- Shreya Ghoshal sings beautiful songs.
- The Sun sets in the West.
- The boy was being beaten by his teacher.
- Bucky is helped by Steve.
- The carpenter is building the desk.
- The woodcutter cut down the tree.
- The man dropped his axe into the river.



8. The bird was shot by the naughty boy.
9. The bag was found by me.
10. Natasha lost the money.
11. The farmer will plough the field.
12. The work will be finished by the workers in a day.
13. The enemy has entered the war zone.
14. Who sang the song?
15. The children teased the animals.

EXERCISE 2

Change the following sentences from active voice to passive voice.

1. The dog chased the cat.
2. The dog bit the boy.
3. The peon rang the bell.
4. Ram played hockey.
5. Miss Mary teaches us English.
6. Raj caught the ball.
7. Children like sweets.
8. Rita will take a photograph.
9. Who taught you this poem?
10. The police arrested the smuggler.
11. Shiva was flying a kite.
12. The hunter shot the deer.
13. The lion attacked the zebra.
14. Virat threw the ball.
15. Everyone loves Zara.
16. My sister has drawn this portrait.
17. The people were helping the wounded woman.
18. Sam had taken the medicines.
19. The player is taking extra time.
20. The cat ate the fish.

