

What is Passive Voice?

Worksheet

Passive voice shifts focus from the doer (agent) to the receiver (object). The structure is: auxiliary verb (be) + past participle of the main verb; used when the receiver is important, the doer is unknown, or emphasis is needed.

Questions

1. Which sentence is in passive voice?
A) The manager approved the budget.
B) The budget was approved by the manager.
C) The manager is approving the budget.
D) The budget will approve soon.
2. Convert to passive: 'The students completed the assignment.'
A) The assignment is completed by students.
B) The assignment was completed by the students.
C) The assignment will be completed by the students.
D) The students are completing the assignment.
3. Which active verb CANNOT be made passive?
A) throw
B) happen
C) build
D) invent
4. Present perfect passive: 'The mayor __ the new monument.'
A) has inaugurated
B) has been inaugurated
C) is inaugurating
D) inaugurates
5. Active: Shakespeare wrote Hamlet. Write the passive.
6. Active present: The chef prepares dinner. Convert to passive present.
7. Active perfect: They have delivered the package. Write passive present perfect.
8. Define: What is the basic structure of passive voice?
9. Define: What tense goes in passive: 'The contract __ signed yesterday'?
10. Define: When do we use passive voice?

Answer Key

1. B) The budget was approved by the manager. — Option 2 uses 'was approved' (past simple passive: be + past participle), shifting focus from the manager to the budget.
2. B) The assignment was completed by the students. — Active past simple → Passive: 'was' (past of be) + 'completed' (past participle). Option 2 is correct.
3. B) happen — 'Happen' is intransitive (no direct object), so it cannot become passive.
4. B) has been inaugurated — Present perfect passive: 'has been' + past participle. The monument (subject) has been inaugurated.
5. Identify: Shakespeare (subject) + wrote (verb) + Hamlet (object) Change structure: Hamlet (new subject) + was written (be + past participle) + by Shakespeare Passive: Hamlet was written by Shakespeare.
6. Structure: The chef (subject) + prepares (present simple) + dinner (object) Passive: dinner (subject) + is prepared (is + past participle) + by the chef Passive: Dinner is prepared by the chef.
7. Structure: They (subject) + have delivered (present perfect) + the package (object) Passive: The package (subject) + has been delivered (has been + past participle) Passive: The package has been delivered by them.
8. auxiliary verb 'be' + past participle of the main verb (e.g., 'is written', 'was made', 'will be done')
9. was signed (past simple: 'was' + past participle)
10. When the receiver is important, the doer is unknown or obvious, or we want emphasis on the action rather than the agent.

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