

Active and Passive Voice

1. Basic Definition and Concept

- Voice is a grammatical category that shows the relationship between the subject and the verb in a sentence.
- Active Voice: Used when the subject of the sentence is the doer or performer of the action.
 - Structure: Subject + Verb + Object
 - Example: 'Rahul plays cricket.' (Rahul is doing the action)
 - Passive Voice: Used when the subject of the sentence is the receiver of the action.
 - Structure: Object (becomes Subject) + 'be' + V3 (Past Participle) + 'by' + Subject (becomes Object)
 - Example: 'Cricket is played by Rahul.' (Cricket is receiving the action)

Key Insight: Don't identify voice by looking at the subject alone. Always look for the structure of the verb. If you see a form of verb (is, am, are, was, were, be, been, being) + the past participle (V3) of the main verb, it is passive voice.

2. When Can a Sentence be Converted to Passive Voice?

- A sentence can only be converted from active to passive if it has a Transitive Verb.
 - Transitive Verb: A verb that requires a direct object to complete its meaning.
 - Example: 'She eats a an apple.' (These can be made passive: An apple is eaten by her.)
- Intransitive Verb: A verb that does not take a direct object.
 - Example: 'I am going to America.' / 'He sleeps.' (These cannot be made passive because there is no object to become the new subject).
- Linking Verbs: Verbs like 'is', 'seem', 'appear', 'become', 'feel', 'look', 'smell', 'taste' are followed by a subject complement, not an object. Sentences with these verbs cannot be made passive.
 - Example: 'Flowers smell sweet.' / 'She is beautiful.' (Here, "sweet" and "beautiful" are adjectives describing the subject, not objects receiving an action).

3. The Fundamental Rule of Conversion

When changing a sentence from Active to Passive voice:

1. The object of the active sentence becomes the subject of the passive sentence.
2. The subject of the active sentence becomes the object, usually preceded by 'by'.
3. The verb changes to a form of 'be' + the past participle (V3) of the main verb.
4. The Tense of the verb does not change. The form of 'be' is chosen to match the original tense.

4. Structure and Tense-wise Conversion (Active to Passive)

The core structure for Passive Voice is always: be` + V3. The form of 'be` changes according to the tense.

| Tense | Active Voice | Passive Voice | Example (Active) | Example (Passive) |
|------------------------------------|------------------------------|--|---|---|
| Simple Present | V1 / Vs | am / is / are + V3 | Boys love animals. | Animals are loved by boys. |
| Present Continuous | is / am / are + V+ing | is / am / are + being + V3 | Radhika is singing a song. | A song is being sung by Radhika. |
| Present Perfect | have / has + V3 | have / has + been + V3 | You have written a letter. | A letter has been written by you. |
| Present Perfect Continuous* | have / has been + V+ing | have / has + been + being + V3 | You have been writing a letter since morning. | A letter has been being written by you since morning. |
| Simple Past | V2 | was / were + V3 | He built the house. | The house was built by him. |
| Past Continuous | was / were + V+ing | was / were + being + V3 | The children were making noise. | Noise was being made by the children. |
| Past Perfect | had + V3 | had + been + V3 | The girl had stolen the book. | The book had been stolen by the girl. |
| Future (Simple) | will / shall + V1 | will / shall + be + V3 | The postman will deliver the letter. | The letter will be delivered by the postman. |
| Future Perfect | will / shall + have + V3 | will / shall + have + been + V3 | They will have deposited the money. | The money will have been deposited by them. |
| Modals | Modal (can, must, etc.) + V1 | Modal (can, must, etc.) + be + V3 | You must help the poor. | The poor must be helped by you. |

5. Conversion of Interrogative (Question) Sentences

- A. Yes/No Questions (Starting with a helping verb like do, does, did, is, am, are, has, have, etc.)
 - Rule: The structure changes just like an assertive sentence, but the passive sentence retains its interrogative form.
 - Active: 'Do you read this book?'
 - Passive: 'Is this book read by you?'
 - Active: 'Has he written a letter?'
 - Passive: 'Has a letter been written by him?'
- B. "Wh-" Questions (Starting with what, when, why, how, etc.)
 - Rule: The "Wh-" word remains at the beginning. The rest of the sentence is converted to passive following the rules for Yes/No questions.
 - Active: 'Why have you broken the cup?'
 - Passive: 'Why has the cup been broken by you?'

- Active: 'When will you help him?'
- Passive: 'When will he be helped by you?'

6. Important Notes

- Pronouns Change: When the subject and object swap places, pronouns must change their case.
 - I → me
 - We → us
 - You → you
 - He → him
 - She → her
 - It → it
 - They → them