

VERBAL ABILITY

MODULE 5 – CHANGE OF VOICE

What is Change of Voice?

An action of a subject, in relation to an object, is expressed in two ways. These two ways of expressing an action of a subject are known as Voices.

- **Active Voice**
- **Passive Voice**

Examples:

I write a letter - Active voice

A letter is written by me - Passive voice

Though the structure of sentence changes in active and passive voice, the meaning of the sentence remains the same.

We know that every sentence has a subject, a verb and an object. The subject is an agent who works on the object. In the example sentence- *I write a letter- I (subject) is working on the letter (object).*

To understand both the voices, we need to focus on the subject, object and verb form in the sentence. In active voice, the subject acts upon the object. In passive voice, the object is acted upon by the subject. In the example sentence- *A letter is written by me- The letter (object in the place of subject) is acted upon by me (the subject in the place of object).*

Hence we can see that the sequence of subject and object as in active voice is reversed when it is expressed in passive voice. That becomes rule number 1.

1. Change of the sequence of subject and object rule.

See more examples:

I eat an apple- An apple is eaten by me

He bought a car- A car was bought by him.

Hence,

Active voice- Subject + Verb + Object

Passive voice- Object + Verb + Subject

2. Tense-wise Rules

Passive forms are made up of the verb be with a past participle

	Be	Past participle	
English	is	spoken	all over the world
The windows	have been	cleaned	
Lunch	was being	served	
The work	will be	finished	soon
They	might have been	invited	to the party

If we want to show the person or thing doing the action, we use by

She was attacked by a dangerous dog.

The money was stolen by her husband.

ANSWER KEY

DIRECTIONS for questions 1 to 10: A sentence has been given in Active voice. Out of the four alternatives suggested, select the one which best expresses the same sentence in Passive Voice.

1. His selection in the team surprised me.

a. **I was surprised at his selection in the team.** b. I was surprised at the selection of the team.
c. His selection was a surprise. d. His selection in the team was a big surprise.

The correct option is A. 'Me' will change to 'I'. 'Surprised' is past tense active verb which will change to 'was surprised' which is past tense passive verb. 'His selection' will remain the same.

2. People bless him for his goodness.

a. **He is blessed for his goodness by the people.** b. He has been blessed for his goodness by people.
c. The people have been blessing him for his goodness. d. People have blessed him for his goodness.

The correct option is A. Tense will remain same, as simple present. 'He' will be in the subject place and 'people' should be in the object place. Hence he is blessed by the people should be the right choice.

3. You can play with these kittens quite safely.

a. These kittens can played with quite safely. b. **These kittens can be played with quite safely.**
c. These kittens can play with you quite safely. d. These kittens can be played with you quite safely.

The correct option is B. The verb- 'Can play' will change to 'can be played'. The pronoun 'you' will be removed as it is not necessary. The preposition 'with' has to be in the sentence.

4. A child could not have done this mischief.

a. This mischief a child could not have been done. b. **This mischief could not have been done by a child.**
c. This mischief could not be done by a child. d. This mischief could not been done by a child.

The correct option is B. The verb- 'Could not have done' will change to 'could not have been done.'

5. James Watt discovered the energy of steam.

a. **The energy of steam was discovered by James Watt.**
b. The energy of steam discovered James Watt.
c. James Watt was discovered by the energy of steam.
d. James Watt had discovered energy by the steam.

The correct option is A.

6. The doctor advised the patient not to eat rice.

a. The patient has been advised not to eat rice by the doctor.
b. The patient was advised by the doctor that he should not eat rice.
c. **The patient was advised by the doctor not to eat rice.**
d. The patient was being advised by the doctor that he should not rice by the doctor.

The correct option is C.

7. I cannot accept your offer.

a. Your offer cannot be accepted by us. b. **Your offer cannot be accepted by me.**
c. The offer cannot be accepted by me. d. Your offer cannot be accepted.

The correct option is B.

8. They have built a perfect dam across the river.

a. **A perfect dam has been built by them across the river.** b. Across the river a perfect dam was built.
c. A perfect dam should have been built by them. d. Across the river was a perfect dam.

The correct option is A.

9. You need to clean your shoes properly.

a. You are needed to clean your shoes properly. b. Your shoes are needed to clean properly.
c. Your shoes are needed by you to clean properly. d. **Your shoes need to be cleaned properly.**

The correct option is D.

10. The teacher should have not hit the child.

a. **The child should have not been hit by the teacher.**

b. Teacher should not hit children.

c. Hitting children should not be done by teacher.

d. The child should not be hit.

The correct option is A.

DIRECTIONS for questions 11 to 20: A sentence has been given in Passive Voice. Out of the four alternatives suggested, select the one which best expresses the same sentence in Active Voice.

11. Champagne is drunk on New Year's Eve.

a. **People drink champagne on New Year's Eve.**

b. Let us drink champagne on New Year's Eve.

c. They will drink champagne on New Year's Eve.

d. People always drink champagne on New Year's Eve.

The correct option is A.

12. My bicycle has been sold.

a. I had sold my bicycle.

b. **I have sold my bicycle.**

c. They sold my bicycle.

d. My bicycle will sell.

The correct option is B.

13. Hundreds of students were rescued by the police.

a. The police has rescued hundreds of students.

b. The police had rescued hundreds of students.

c. **The police rescued hundreds of students.**

d. The police have rescued hundreds of students.

The correct option is C.

14. The most useful lessons of my life were given to me by my guru.

a. My guru gives the most useful lessons.

b. My guru is giving me the most useful lessons.

c. **My guru gave me the most useful lessons of my life.**

d. My guru has been giving me the most useful lessons of my life.

The correct option is C.

15. He was arrested on the charge of theft, but was released for lack of evidence.

a. He was arrested on a charge of theft, but was released for lack of evidence.

b. The police arrested him on a charge of theft, but for lack of evidence he was released.

c. **The police arrested him on a charge of theft, but for lack of evidence released him.**

d. None of these.

The correct option is C.

16. The clown was being laughed at by them.

a. **They were laughing at the clown.**

b. They were laughing on the clown.

c. They laughed at the clown.

d. The clown was laughed at by them.

The correct option is A.

17. A lion maybe helped even by a little mouse.

a. A little mouse may even help a lion.

b. **Even a little mouse may help a lion.**

c. A little mouse can even help a lion.

d. Even a little mouse ought to help a lion.

The correct option is B.

18. The car is being washed by the driver.

a. The driver has been washing the Car.

b. **The driver is washing the Car.**

c. The driver has washed the Car.

d. The driver was washing the Car.

The correct option is B.

19. The comic scenes in the play were overdone by the actors.

a. **The actors over did the comic scenes in the play.**

b. The actors had over done the comic scenes in the play.

c. The actors are over doing the comic scenes in the play.

d. The actors over do the comic scenes in the play.

The correct option is A.

20. Each member of the academy was given a prize.

- a. Every member of the academy got a prize.
- b. They give a prize to each member of the academy.
- c. They are giving a prize to each member of the academy.
- d. They gave a prize to each member of the academy.**

The correct option is D.

DIRECTIONS for questions 21 to 30: A sentence has been given in Active/Passive Voice. Out of the four alternatives suggested, select the one which best changes the voice of the sentence appropriately. (Mixed voice exercise).

21. The government has launched a massive tribal welfare program in Jharkhand.

- a. A massive tribal welfare program is launched by the government in Jharkhand.
- b. A massive tribal welfare program has been launched by the government in Jharkhand.**
- c. Jharkhand government has launched a massive tribal welfare program.
- d. The government in Jharkhand has launched a massive tribal welfare program.

The correct option is B. A massive tribal welfare programme has been launched by the government in Jharkhand.

The given sentence is in active voice and it is in Present Perfect Tense.

Rule: Subject + (has /have) + been + V3 + Other agents.

22. The boys were playing cricket.

- a. Cricket had been played by the boys.
- b. Cricket has been played by the boys.
- c. Cricket was played by the boys.
- d. Cricket was being played by the boys.**

The correct option is D.

23. Has anybody answered your question?

- a. Your question has been answered?
- b. Anybody has answered your question?
- c. Has your question been answered?**
- d. Have you answered your question?

The correct option is C. The sentence is an interrogative sentence and started with has. The passive voice will be also started with has. Rule: Has + subject + been + V3 + Optional Agents.

24. The burglar destroyed several items in the room. He tore the carpet too.

- a. Several items destroyed in the room by the burglar. Even the carpet he has torn.
- b. Several items in the room were destroyed by the burglar. Even the carpet was torn.**
- c. Including the carpet, several items in the room have been torn by the burglar.
- d. The burglar, being destroyed several items in the room, also the carpet has torn.

The correct option is B. Above it contains two sentence one is in Past Simple sentence (Active Voice) and Second sentence is in Present Perfect tense (Passive Voice). We change First sentence according to voice rule and second sentence also be change according to same rule but tense of both sentence become same.

25. He was given the details of his uncle's will by the lawyer

- a. The lawyer gives him the details of his uncle's will.
- b. The lawyer has to give him the details of his uncle's will.
- c. The lawyer will be giving him the details of his uncle's will.
- d. The lawyer gave him the details of his uncle's will.**

The correct option is D.

26. I was surprised to see that he had been beaten black and blue.

- a. I was surprised to see he had been beaten black and blue.
- b. It surprised me to see that they had beaten him black and blue.**
- c. It was surprising that he had been beaten black and blue.
- d. That he had been beaten black and blue was surprising.

The correct option is B.

27. Do you understand what I mean?

- a. What I mean is understood by you?
- b. Was what I mean understood by you?
- c. What I mean is that understood by you?
- d. Is what I mean understood by you?**

The correct option is D.

28. Before festivals the shops are thronged by men, women and children making various purchases.

- a. During festivals, people throng the shops.
- b. The shops are thronged by people making purchases.
- c. Men, women and children make purchases during festivals
- d. Men, women and children throng the shops before festivals making various purchases.**

The correct option is D.

29. Wild animals live in the dense forest.

- a. In the dense forest lives the wild animals.
- b. In the dense forest lived the wild animals.
- c. In the dense forest is living the wild animals.
- d. The dense forest is inhabited by wild animals.**

The correct option is D.

30. The cabinet approved amendments to the Insurance Law Bill pending in the Rajya Sabha.

- a. Amendments pending in the Rajya Sabha, to the Insurance Law Bill was approved by the Cabinet.
- b. Amendments to the Insurance Law Bill pending in the Rajya Sabha was approved.
- c. Amendments to the Insurance Law Bill was approved by the Cabinet pending in the Rajya Sabha.
- d. Amendments to the Insurance Law Bill pending in the Rajya Sabha, were approved by the Cabinet.**

The correct option is D.

DIRECTIONS for questions 31 to 40: Rewrite the following sentences by changing the Voice.

31. John's mother raised him in a small town.

John was raised in a small town by his mother

32. Some students study grammar on the Internet.

Grammar is studied on the Internet by some students.

33. A strange man was watching us.

We were being watched by a strange man.

34. We are working on the report right now.

The report is being worked on right now (by us).

35. My manager has told him to arrive early.

He has been told (by my manager) to arrive early.

36. She would not have noticed the mistake.

The mistake wouldn't have been noticed by her.

37. Would they have given the right answer?

Would the right answer have been given by them?

38. The police believe the main suspect left the country.

The main suspect is believed to have left the country.

39. There are rumors that the company is working on a smart watch

The company is rumored to be working on a smart watch.

40. We have to appoint someone to the exports branch, and we have to do this as soon as possible.

Someone needs to be appointed to the export branch and this needs to be done as soon as possible.