



100 Active-Passive Voice Exercises with Answers

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Introduction

Active voice is that sentence construction where a SUBJECT is followed by a VERB and then the OBJECT of action.

SUBJECT + VERB + OBJECT

Example: "Mary loves books."

Passive voice is constructed by starting the sentence with the OBJECT of the ACTIVE voice sentence (which in passive construction is called the **SUBJECT** of the sentence); then following it with the appropriate form of the verb TO BE, then ending with the PAST PARTICIPLE of the main VERB. If the subject is known, you can add it to the end after "by."

OBJECT (of ACTIVE voice) + TO BE + PAST PARTICIPLE OF THE VERB

IMPORTANT: The OBJECT of an active voice sentences is called the **SUBJECT** when it is used in a passive-voice sentence.

For example:

ACTIVE VOICE: "Mary loves books." "Mary" is the SUBJECT. "Books" is the OBJECT.

PASSIVE VOICE: "Books are loved (by Mary)." "Mary" is the (hidden) OBJECT. "Books" is the SUBJECT.

Active voice is what you should be using in non-fiction to make your meaning clear. But in some journalistic, technical or scientific contexts passive voice can be used as well, especially in situations when the AGENT of action is not important.

For example: "The thief was found guilty as charged." Here the agent of action is the "judge" needless to say since no one else is authorized in a democracy to decide whether a thief is guilty as charged or not.

PART I – EXERCISES

Decide whether the following sentences are in active or passive tense. And then transform them to the other tense.

For example:

“He applied for a scholarship.”

ANSWER: Active Voice.

Passive equivalent: “The scholarship was applied for by him.”

The answers to all the questions is in PART II – THE ANSWER KEYS.

Good luck!

- 1) I sent a letter to the customer.
- 2) That team held a meeting aboard a Navy ship.
- 3) They do it for the most mundane of reasons.
- 4) You're asking me?
- 5) You have to forget that those are bad people.
- 6) Retirement is spent playing the nation's best golf courses.
- 7) The South is being helped to recover from the tornadoes by thousands of church members.
- 8) They raised money.
- 9) Can your heart be hurt by stress?
- 10) You should take the night train.
- 11) They'll forget what you did for them.
- 12) A punch of flavor is packed by this potato pancake.
- 13) The disorder is characterized by poor concentration and disorganization.
- 14) Army opens spillway to save New Orleans as the worst flood in 84 years continues to rise.
- 15) A graphic black and white close-up will be included in the 90-minute film.
- 16) A baby is being subjected to a full body search by airport security.
- 17) Threats to commit crime were reportedly included in some song lyrics.
- 18) She got her hands dirty and pumped the gas.
- 19) I need to say something for the record.
- 20) One guest clearly felt comfortable enough to take a casual approach to dressing.
- 21) Google will unveil a music service.
- 22) Charles Darwin suffered terrible abdominal pain for much of his life.
- 23) Any increase in the government's debt limit should be accompanied by trillions of dollars in spending cuts.
- 24) Pakistan's prime minister rejected accusations.
- 25) Southwest Airlines plans to use its acquisition of AirTran Holdings to establish a toehold at the Atlanta airport.
- 26) A cut to Greece's credit rating sparked a selloff in the bonds of highly indebted euro-zone countries.

- 27) ConAgra Foods' attempts to win the company in a hostile takeover battle could be complicated by a change of control provision in some of Ralcorp's debt.
- 28) Chances are good that you didn't hear all that much about Animal Kingdom.
- 29) Ballesteros radiated self-confidence and an ability to inspire.
- 30) Few clues were offered by the gruesome images of the young rider lying on the ground.
- 31) Bobby avoided a massive pileup at the end of the 140-mile third stage.
- 32) The Obama administration awarded \$2 billion in grants for 22 passenger-rail projects Monday.
- 33) We have to do some basic infrastructure improvements.
- 34) Another \$336 million will be administered by various states to buy faster locomotives and rail cars for passenger-rail lines.
- 35) He is being lied to in order to keep the insolvent system running.
- 36) We need honest, serious stress tests.
- 37) Significant restructuring is needed for genuine recovery.
- 38) The university's Advanced Leadership Initiative invites late-career professionals and executives to spend nearly a year on campus.
- 39) The faculty looks for people of accomplishment who have the potential to accomplish more.
- 40) Home market takes a tumble.
- 41) Home values posted the largest decline in the first quarter since late 2008.
- 42) Jurors listened again to tapes of 12 of Mr. Rajaratnam's conversations that were secretly recorded by the government.
- 43) Federal prosecutors contend Mr. Smith tipped Ms. White about details of the 2008 joint wireless venture in which Intel was an investor.
- 44) A lot more is expected by businesses out of their employees these days.
- 45) In this new era of the superjob, everyone does windows.
- 46) Employees can benefit from the trend.
- 47) Some executives find themselves spending time on chores that used to be handled by junior staff.
- 48) Major companies are using software "wizards" that dole out laurels on preset, automated schedules.
- 49) We lost an entire generation of connection between grandparents and grandchildren.

- 50) Barriers of age, distance, background and technological expertise have been leveled.
- 51) A spokesman late Friday acknowledged that it wouldn't resume operations over the weekend.
- 52) A dozen investment-grade borrowers are offering bonds.
- 53) Complete a company profile.
- 54) A draft House bill with bipartisan support would prohibit companies from tracking children on the Internet without parental consent.
- 55) We have reached a troubling point in the state of business.
- 56) Under the proposed bill, online firms would be required by the government to explain the types of personal information collected.
- 57) He took on the job himself.
- 58) We made a solemn promise to oppose the bailouts of euro-zone member states.
- 59) We first have to understand who really benefits from them.
- 60) The green technology freed the Marines of India Company from constant resupply by road and air.
- 61) A similar appeal in 2008 prodded Navy scientists into action.
- 62) Each can be unfurled to recharge equipment at the base or on the march.
- 63) The FDIC is charged with maintaining public confidence in the banking system.
- 64) She launched an unsuccessful run for Congress in 1990.
- 65) After the dawn of the 20th century, popular fiction could be found at the corner newsstand.
- 66) He sets the scene in just a few lines.
- 67) This volume is edited and produced by Sheila Williams.
- 68) There are moments where Jimmy has embellished the facts.
- 69) Juanita chronicles the major events of the war.
- 70) I was happy that they gave me an opportunity to bring up the issue.
- 71) It doesn't even show signs of being proofread.
- 72) The narrator witnesses a couple arguing.
- 73) To become a GSA Schedule contractor, a vendor must first submit an offer in response to the applicable GSA Schedule solicitation.

- 74) The historic flood killed 500 people in several states.
- 75) Arnold Schwarzenegger, Maria Shriver announce separation.
- 76) They are continuing to parent their four children.
- 77) A massive crackdown by Syrian security forces continued on Tuesday.
- 78) Shampoos and other hair care products do very little actual good.
- 79) The formula is instantly absorbed by hair without leaving any residue on your pillow.
- 80) All of their products are made with naturally derived ingredients.
- 81) Some people invest a little time and effort in reading what the experts have to say.
- 82) Most online wine retailers offer a wealth of information about each wine they sell.
- 83) The face is the first thing that people look at.
- 84) 9 out of 10 users saw a noticeable decrease in the appearance of under-eye puffiness, fine lines, and wrinkles.
- 85) He is admired and beloved by audiences the world over.
- 86) His Sundance Film Festival transformed the world of filmmaking.
- 87) Lowe delivers unexpected glimpses into his successes, disappointments, relationships, and one-of-a-kind encounters with people who shaped our world over the last twenty-five years.
- 88) She recalls stories of some of the true greats she has known.
- 89) The revolutionaries control the western side while the (pro-Gaddafi) brigades are still holding the south-eastern side of the airport.
- 90) Reporting restrictions mean the claims from both sides cannot be independently verified.
- 91) In that instant he introduced the world to the idea of war from the air.
- 92) The wolf was domesticated multiple times over the centuries, in different places.
- 93) An international team re-examined this evolutionary history.
- 94) No-one was hurt when more bombs exploded in the north-eastern city of Maiduguri.
- 95) Each and every apartment was searched.
- 96) She said the authorities framed her in order to seize her businesses.
- 97) The files were sent to the UK from various former territories.
- 98) It is the right thing to do for the information in these files now to be properly examined and recorded.

99) Inflation in China might generate some positive effects for both nations.

100) China could surpass the US as the world's largest economy by 2020.

PART II – THE ANSWERS

1) ACTIVE.

Passive: "A letter was sent to the customer by me."

2) ACTIVE.

Passive: "A meeting was held aboard a Navy ship by that team."

3) ACTIVE.

Passive: "It is done for the most mundane of reasons."

4) ACTIVE.

Passive: "Am I being asked?"

5) ACTIVE.

Passive: "It needs to be forgotten that those are bad people."

6) PASSIVE.

Active: "They spend retirement playing the nation's best golf courses."

7) PASSIVE. Active: "Thousands of church members are helping the South recover from the tornadoes."

8) ACTIVE.

Passive: "Money was raised (by them)."

9) PASSIVE.

Active: "Can stress hurt your heart?"

10) ACTIVE.

Passive: The night train should be taken (by you).

11) ACTIVE.

Passive: "What you did for them will be forgotten (by them)."

12) PASSIVE.

Active: "This potato pancake packs a punch of flavor."

13) PASSIVE.

Active: "Poor concentration and disorganization characterize the disorder."

14) ACTIVE.

Passive: "As the worst flood in 84 years continues to rise, the spillway is opened by Army to save New Orleans."

15) PASSIVE.

Active: "The 90-minute film will include a graphic black and white close-up."

16) PASSIVE.

Active: "Airport security subjected a baby to a full body search."

17) PASSIVE.

Active: "Some song lyrics reportedly included threats to commit crime."

18) ACTIVE.

Passive: "Her hands were gotten dirty and the gas was pumped (by her)."

19) ACTIVE.

Passive: "Something needs to be said for the record (by me)."

20) ACTIVE.

Passive: "Taking a casual approach to dressing was clearly felt comfortable enough (by one guest)."

21) ACTIVE:

Passive: "A music service will be unveiled by Google."

22) ACTIVE.

Passive: "Terrible abdominal pain was suffered for much of his life by Charles Darwin."

23) PASSIVE.

Active: "Trillions of dollars in spending cuts should accompany any increase in the government's debt limit."

24) ACTIVE.

Passive: "Accusations were rejected by Pakistan's prime minister."

25) ACTIVE.

Passive: "The acquisition (or, "Southwest Airlines' acquisition") of AirTran Holdings is planned to be used to establish a toehold at the Atlanta airport by Southwest Airlines."

26) ACTIVE.

Passive: "A selloff in the bonds of highly indebted euro-zone countries was sparked by a cut to Greece's credit rating."

27) PASSIVE.

Active: "A change of control provision in some of Ralcorp's debt could complicate ConAgra Foods' attempts to win the company in a hostile takeover battle."

28) ACTIVE.

Passive: "Chances are good that all that much about Animal Kingdom was not heard (by you)."

29) ACTIVE.

Passive: "Self-confidence and an ability to inspire was radiated by Ballesteros."

30) PASSIVE.

Active: "The gruesome images of the young rider lying on the ground offered few clues."

31) ACTIVE.

Passive: "A massive pileup at the end of the 140-mile third stage was avoided (by Bobby)."

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Passive: "\$2 billion in grants for 22 passenger-rail projects was awarded Monday by the Obama administration."

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Passive: "Some basic infrastructure improvements have to be done (by us)."

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Active: "Various states will administer another \$336 million to buy faster locomotives and rail cars for passenger-rail lines."

35) PASSIVE.

Active: "They lie to him in order to keep the insolvent system running."

36) ACTIVE.

Passive: "Honest, serious stress tests are needed (by us)."

37) PASSIVE.

Active: "We (they, you, etc.) need significant restructuring for genuine recovery."

38) ACTIVE.

Passive: "Late-career professionals and executives are invited to spend nearly a year on campus by the university's Advanced Leadership Initiative."

39) ACTIVE.

Passive: "People of accomplishment who have the potential to accomplish more are being looked for by the faculty."

40) ACTIVE.

Passive: "A tumble was taken by the home market."

41) ACTIVE.

Passive: "The largest decline in the first quarter since late 2008 was posted by home values."

42) ACTIVE.

Passive: "Tapes of 12 of Mr. Rajaratnam's conversations that were secretly recorded by the government were listened to again by the jurors."

43) ACTIVE.

Passive: "Federal prosecutors contend Ms. White was tipped by Mr. Smith about details of the 2008 joint wireless venture in which Intel was an investor."

44) PASSIVE.

Active: "Businesses expect a lot more out of their employees these days."

45) ACTIVE.

Passive: "In this new era of the superjob, windows are done by everyone."

46) ACTIVE.

Passive: "This trend can be benefitted from."

47) PASSIVE.

Active: "Some executives find themselves spending time on chores that junior staff used to handle."

48) ACTIVE.

Passive: "Software "wizards" are being used that dole out laurels on preset, automated schedules by major companies."

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76) ACTIVE.

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Passive: "A massive crackdown was continued on Tuesday by Syrian security forces."

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Passive: "Very little actual good is done by Shampoos and other hair care products."

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Active: "The hair absorbs the formula instantly without leaving any residue on your pillow."

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Active: "No-one was hurt when they exploded more bombs in the north-eastern city of Maiduguri."

95) PASSIVE.

Active: "They searched each and every apartment."

96) ACTIVE.

Passive: "She said she was framed by the authorities in order to have her businesses seized."

97) PASSIVE.

Active: "Various former territories sent the files to the UK.

98) PASSIVE.

Active: "It is the right thing to do now to properly examine and record the information in these files."

99) ACTIVE.

Passive: "Some positive effects for both nations might be generated by the inflation in China."

100) ACTIVE.

Passive: "The US could be surpassed by China as the world's largest economy by 2020." Or, "By 2020, the US could be surpassed by China as the world's largest economy."

(THE END)