

Use of Passive

Passive voice is used when the focus is on the action. It is not important or not known, however, who or what is performing the action.

Example:

My bike was stolen.

In the example above, the focus is on the fact that my bike was stolen. I do not know, however, who did it.

Sometimes a statement in passive is more polite than active voice, as the following example shows:

Example:

A mistake was made.

In this case, I focus on the fact that a mistake was made, but I do not blame anyone (e.g. you have made a mistake.).

Form of Passive

Subject + finite form of to be + Past Participle

Tense		Subject	Verb	Object
Simple Present	Active:	Rita	writes	a letter.
	Passive:	A letter	is written	by Rita.
Simple Past	Active:	Rita	wrote	a letter.
	Passive:	A letter	was written	by Rita.
	Passive:	A letter	has been written	by Rita.
Future	Active:	Rita	will write	a letter.
	Passive:	A letter	will be written	by Rita.
Present Progressive	Active:	Rita	is writing	a letter.
	Passive:	A letter	is being written	by Rita.
Past Progressive	Active:	Rita	was writing	a letter.
	Passive:	A letter	was being written	by Rita.
Past Perfect	Active:	Rita	had written	a letter.
	Passive:	A letter	had been written	by Rita.