

Teacher's Content

☑ Tense ☑ Conditional ☑ Voice Change ☑ Narration

Content Discussion

Tense

Rule-1

Sentence-এ (Always, often, how often, very often, never, occasionally, usually, generally, frequently, regularly, ever + time (every + day/ week/ morning, sometimes, on Mondays, twice, in Summer etc.) থাকলে Present Indefinite Tense হয়।

Example : He always goes to the park.

Amin takes coffee every day.

The sun rises in the East.

Rule-2

Sentence-এ (now, right now, today, this year, this week, at present, at this moment, at this very moment, etc.) word-গুলো থাকলে Present Continuous Tense হয়।

Example : The present condition is changing now.

At this moment, he is doing his duty.

Rule-3

Sentence-এ just, already, lately, recently, yet, so far, for a long time, since for, till now, just now-Adverb/ Adverbial phrase গুলো থাকলে Present perfect tense হয়।

Ex : He has already reached there.

Rule-4

Sentence-এ yesterday, last + time (night, year, week, month), ago, for a while, it is time, it is high time, wish, long since, once, etc. থাকলে Past Indefinite Tense হয়।

Ex : Mohsin woke up and saw an angel last night.
It is high time we changed our learning systems.

Rule-5

For/Since: For-এর পরে সংখ্যা + সময় ব্যবহৃত হয়। কিন্তু since-এর পরে শুধু সময় উল্লেখ থাকে, সংখ্যা থাকে না। sentence-এর শেষে For অথবা since থাকলে (verb) has been/have been + ing (না থাকলে, have/has + v. pp হবে) আবার has been/have been + ing থাকলে sentence-এর শেষে For/Since হবে।

Ex : It has been raining for two hours.

We have been working here since Monday.

Rule-6

Before/after : sentence-এ before-এর পূর্বে এবং after-এর পরে Past perfect Tense হয় এবং বাকি অংশটি Past Indefinite Tense হয়।

Ex : The patient had died before the doctor came.

We reached the station after the train had left the station.

Rule-7

কোন Sentence-এর একটি অংশ যদি Future Indefinite Tense হয়, তাহলে অন্য অংশটি Present Indefinite Tense হবে। অর্থাৎ, একটি Sentence-এ দুটি অংশ Future হয় না।

Ex : When he comes, I will go.

If he proposes her, he will get her as girlfriend.

Rule-8

অতীতে একটি কাজ চলার সময় অন্য একটি কাজ ঘটলে চলমান কাজটি **past continuous** হবে এবং ঘটমান কাজটি **Past Indefinite Tense** হবে। অতীত কালে দুটি কাজ একই সময়ে/একসাথে চলছিল এমন বুঝাতে দুটি কাজই **Past Continuous Tense**-এ হয়।

Example : When I was sleeping, the phone rang.

I was reading when it was raining.

Rule-9

By this বা **by + time** থাকলে বাক্যটি **future perfect tense** হবে।

Example : He will have reached Dhaka by this time.

Bangladesh will have developed country by 2041. Amin will have married her by 2041.

Rule-10

দুটি ভবিষ্যৎকালে কাজ **When** দ্বারা যুক্ত হলে **When**-এর পরে **present Indefinite** এবং অপর অংশটি **Future Indefinite** হয়।

Ex: I will get this job when I complete graduation.

When he reads the article, he will know about the matter.

Conditional Sentence

মূলত If/Unless যুক্ত Sentence-কে Conditional Sentence বলা হয়। তবে Had/Were দিয়ে বাক্য শুরু হয়ে যখন If-এর অর্থ দেয় তখন সেগুলো দ্বারাও Conditional Sentence হয়। Conditional Sentence-এর দুটি Part থাকে। একটি হচ্ছে Condition Part বা if clause বা sub-ordinate clause যাতে

শর্ত দেয়া থাকে এবং অন্যটি হচ্ছে Result part main clause যাতে if clause-এর শর্ত পূরণ বা ফলাফল উল্লেখ থাকে।

Conditional Sentence গুলো Complex Sentence হয়ে থাকে।

► Kinds of Conditional: Conditional Sentence

মূলত চার প্রকার।

1. Zero Conditional
2. First Conditional
3. Second Conditional
4. Third Conditional

► Zero Conditional

If clause টি Present Indefinite এবং main clause টিও যদি Present Indefinite হয় তখন সেটি Zero Conditional.

► If + Present Indefinite + Present Indefinite

Example :

1. If he gets, he gets. 2. If we heat ice, it melts.

► First Conditional

Rule-1

If যুক্ত Clause টি যদি simple present tense হয়, তবে পরবর্তী Clause-এ future tense হয়।

1. If you exercise, you will feel better.
2. If there is chaos, there will not be development.
3. If I know your situation, I will help you.

► Open Condition (যুক্ত শর্ত অর্থাৎ যা হলেও হতে পারে)

If Clause (simple Present)	Main Clause (Will/ Shall/ Can/ May + Verb)
If it rains,	I'll stay at home.
If you study hard,	You will get a first class.
If you find my money,	I shall give you an ice-cream.
If he runs all the time,	he can get there in time.
If her uncle arrives,	she may not come with you.

► Second Conditional

Rule-2

If যুক্ত Clause-এ যদি verb-টি past form (be verb = were)-এ হয়, তবে পরবর্তী clause-এ would/could/might-এর পর verb-এর base form হয়।

1. If I Found your address, I would send you an invitation.
2. If I had a lot of money, I wouldn't (= would not) stay here.
3. If he tried harder, he would reach his goals.

► Unfulfilled Condition (যাহতে পারত কিন্তু হয়নি)

If Clause (Simple Past/ Past Perfect)	Main Clause (would/ should/ could/ might + Perfect)
If I had a degree,	I could get a job easily.
If I dropped the plate,	It would break.
If I had studied hard,	I would have succeeded.
If I had seen him,	I could have saved him.
If you had come to me,	I might have believed you.
(If omitted) Had you taken the medicine,	You would have felt much better.

► Third Conditional

Rule-3

If clause-এ যদি (had + V₃) হয়, তবে পরবর্তী clause-এ would/could/might + have + verb-এর past participle form হবে।

01. If had found her address, I would have sent her an invitation.
02. If he had tried harder, he would have reached his goals.
03. If he had studied harder, he would have done well.

Some Other Important Structures

Rule-4

Were/Had + subject + others + অপর clause টি হবে Subject + would/could/might + v. base form + others.

► Improbable or Imaginary Condition (অসম্ভব বা কাল্পনিক শর্ত)

If Clause (Past Subjunctive)	Main Clause (would /should / could /might + Perfect)
If I were the Chief Minister,	I'd abolish examinations
If I were a bird,	I would sign cheerfully in the sky

Rule-5

Had + sub + v.p.p + others অপর clause টি হবে-
Subject + would/could/might + have + v.p.p +
others.

Ex:

01. **Had she found** the right buyer, she **might have sold** the house.

02. **Had they given** money to the people, they **would have made** them happy.

Rule-6

In Case: in case কোন শর্ত বুঝায়না; যেখানে কাজটি কোন কিছুর উপর নির্ভর করে না, সেখানে in Case বসে আর নির্ভর করলে If বসে।

Ex: While going to office, take your umbrella in case it main.

Rule-7

Unless: unless-এর অর্থ- “যদি না”। এটি Negative অর্থ প্রদান করে এজন্য Unless-দ্বারা যে clause শুরু হয় সেই clause-এ negative & future tense ব্যবহৃত হয় না।

Ex: You have a driver's license and two major credit cards, Unless that company will not accept your application.

Rule-8

Wish: Sentence-এ Wish থাকলে পরবর্তী clause টি past tense হবে এবং be verb থাকলে were হবে। কিন্তু পরবর্তী clause-এ যদি past marker (yesterday age, last + time) থাকে পরের clause টি past perfect tense-এ হবে।

Ex: I wish I were a wonderful man.

Voice Change

01. Active Voice (কর্তৃবাচ্য): যখন কোনো বাক্যে ক্রিয়ার ঠিক আগে কর্তাকে বসিয়ে এবং তার পরে কর্ম বা Object বসিয়ে কর্তার কাজটি পরিষ্কার করে বোঝানো হয় তখন ক্রিয়াটির Active Voice (কর্তৃবাচ্য) হয়।

02. Passive Voice (কর্ম বাচ্য): যখন কোনো বাক্যে কর্তার জায়গায় কর্মকে বসিয়ে বাক্যটি রচনা করা হয়, তখন বাক্যটির Passive Voice (কর্ম বাচ্য) হয়।

Active Voice- এ কর্তারই গুরুত্ব বেশি।

Passive Voice-এর সময় বাক্যের কাজের ওপর জোর পড়ে এবং যে কাজটি করে তার গুরুত্ব কমে যায়।

Active Voice-এ 'করা' অর্থের ওপর জোর দেওয়া হয়, কিন্তু Passive Voice-এ 'হওয়া' অর্থের ওপর জোর দেওয়া হয়।

ল্যাটিন শব্দ 'Activus' থেকে Active শব্দটি এবং 'Passivus' থেকে 'Passive' কথাটি এসেছে।

03. Quasi Passive Voice: A ripe apple tastes sweet (পাকা আপেল খেতে মিষ্টি)। এই বাক্যটির ক্রিয়া Active Voice-এ থাকলেও বাক্যটির অর্থ Passive-এ রয়েছে। 'পাকা' আপেল' বাক্যের কর্তা হয়েও নিজে কোনো কাজ করছে না। কোনো ব্যক্তি আপেলটির স্বাদ নিলে তবেই এটির গুণাগুণ বোঝা যায়। সুতরাং বলা যায় আপেলটি Grammar অনুযায়ী বাক্যের কর্তা হয়েও অর্থের দিক থেকে কর্ম হিসেবে বাক্য থেকে যাচ্ছে। অর্থাৎ আপেলটির মধ্যে কর্তা ও কর্ম দুটি ভাবই রয়েছে। ক্রিয়ার এই ধরনের ব্যবহারকে Quasi Passive Voice বলা হয়। বাংলায় বলে কর্মকর্তৃবাচ্য।

Active Voice-কে Passive Voice-এর রূপান্তরের নিয়ম :

- Active Voice-এর Object-টি Passive Voice-এর Subject হয়।
- Tense অনুযায়ী Auxiliary verb বসে এবং মূল verb-এর Past Participle হয়।
- Active Voice-এর Subjectটি Passive Voice-এর Object হয় এবং তার পূর্বে by বসে।

Active Voice	Passive Voice
1. I eat rice	1. Rice is eaten by me.
2. I am eating rice	2. Rice is being eaten by me.
3. I have eaten rice	3. Rice has been eaten by me.
4. I ate rice	4. Rice was eaten by me.
5. I was eating rice	5. Rice was being eaten by me.
6. I had eaten rice	6. Rice had been eaten by me.
7. I will eat rice	7. Rice will be eaten by me.
8. I will be eating rice	8. Rice will be being eaten by me.
9. I will have eaten rice	9. Rice will have been eaten by me.

Assertive sentence

01. Present Indefinite Tense-এর Voice: Objectটির Subjective Form + am/ is/ are + মূল verb-এর past participle + by + subject-এর Objective form.

Example :

Active : Rana sings songs (রানা গান গায়)।

Passive : Songs are sung by Rana (রানা দ্বারা গান গীত হয়)।

Note : 'know' verb-এর ক্ষেত্রে 'by'-এর পরিবর্তে 'to' ব্যবহৃত হয়।

02. Present Continuous Tense-এর Voice: Object-টি subjective form + am being/ is being/ are being + মূল verb-এর past participle + by + subject -এর objective form.

Example :

Active: Laboni is writing a letter. (লাবনি একটি চিঠি লিখছে)।

Passive: A letter is being written by Laboni. (লাবনি দ্বারা একটি চিঠি লেখা হচ্ছে)।

Active: The boy is catching a bird. (বালকটি একটি পাখি ধরছে)।

Passive: A bird is being caught by the boy. (বালকটির দ্বারা একটি পাখি ধৃত হচ্ছে)।

03. Present Perfect Tense-এর Voice: Object-টি Subjective form + have been/ has been + মূল verb-এর Past Participle+by+ subject-টির Objective form.

Example :

Active : The man has sold the house. (লোকটি বাড়িটি বিক্রি করে দিয়েছে)।

Passive: The house has been sold by the man. (লোকটি দ্বারা বাড়িটি বিক্রিত হয়েছে)।

04. Past Indefinite Tense-এর Voice: Voice-টি subjective form + was/ were + মূল verb-এর past participle + by + subject-টির objective form.

Example :

Active: My mother cooked rice. (মা ভাত রঁধেছিলেন)।

Passive: Rice was cooked by my mother. (মায়ের দ্বারা ভাত রঁধা হয়েছিল)।

05. Past Continuous Tense-এর Voice: Object-টি Subjective form + was being/ were being + মূল verb-এর past participle + by + subject-টির objective form.

Example:

Active: You were building a house. (তোমরা একটি বাড়ি তৈরি করছিলে)।

Passive: A house was being built by you. (তোমাদের দ্বারা একটি বাড়ি তৈরি করা হচ্ছিল)।

06. Past Perfect Tense-এর Voice: Object-টির Subjective form + had been + মূল verb-এর Past Participle + by + subject-টির objective form.

Example:

Active: I had written the letter before he came. (সে আসার আগে আমি চিঠিটা লিখেছিলাম)।

Passive: The letter had been written by me before he came. (সে আসার আগে আমার দ্বারা চিঠিটা লেখা হয়েছিল)।

07. Future Perfect Tense-এর Voice: Object-টির Subjective form + shall have been/ will have been

+ মূল verb-এর past participle + by + subject-টির Objective form বসে।

Example :

Active: He will have known the incident by this time. (এতক্ষণে তিনি ঘটনাটি জেনে থাকবেন)।

Passive: The incident will have been known to him by this time. (এতক্ষণে ঘটনাটি তাঁর কাছে জ্ঞাত হয়ে থাকবে)।

Passive Voice of Modals**গঠনরীতি :**

01. Object হয় যাবে Subject।
02. এরপর বাক্যে ব্যবহৃত can/ may/ would/ should/ must/ might বসবে।
03. 'be' verb- বসবে।
04. এরপর মূল Verb-র Past Participle বসাতে হবে।
05. 'by' Preposition-এর পর লিখতে হবে বাক্যের আসল Subjectটি।

Exmaples :

Active: Australia may win the Cricket World Cup 2019. (অস্ট্রেলিয়া ২০১৯-এ ক্রিকেট বিশ্বকাপ জিততে পারে)।

Passive: The Cricket World Cup 2019 may be won by Australia. (অস্ট্রেলিয়া দ্বারা ২০১৯-এর ক্রিকেট বিশ্বকাপ জেতা হতে পারে)।

Imperative Sentence-এর Voice

Rule-1 : Imperative Sentence-এ আদেশ, অনুরোধ, উপদেশ ইত্যাদি বোঝালে বাক্যের প্রথমে Let + মূলবাক্যের object + be + verb-এর past participle হয়।

Note : Imperative Sentence-এ Second passive এ কর্তা 'you' উহ্য থাকে। Imperative Sentence এ শুধু First ও Third Person-এ Active Voice বাক্যটি Let দিয়েই বাক্য শুরু করতে হয়।

Example :

Active: Do it. (এটি কর)।

Passive: Let it be done (by you) (তোমার দ্বারা) এটি কৃত হোক।

Note : Do not দিয়ে শুরু Imperative Sentence-এর Active Voice-কে Passive Voice করার নিয়ম : Let not + Active Voice-এর objectটি এখানে subject-রূপে বসে + be + মূল verb-এর past participle.

Example :

Active : Do not play cricket at noon.

Passive : Let not cricket be played at noon.

Rule-2 : Never যুক্ত Imperative Sentence: প্রথমে Let never + active voice -এর objectটি subject হয় + be + মূল verb-এর past participle.

Example :

Active : Never tell a lie.

Passive : Let never a lie be told.

Active	Passive
Do this work. (কাজটি করো।)	Let this work be done.
Open the door. (দরজাটি খোলো।)	Let the door be pened.
Shut the door. (দরজাটি বন্ধ করো।)	Let the door be shut.
Tell him to go. (তাকে যেতে বলো।)	Let him be told to go.
Keep your word. (তোমার কথা রাখো।)	Your word should be kept.
Obey your teacher. (তোমার শিক্ষককে মান্য করো।)	Your teacher should be obeyed.
Love the children. (শিশুদের ভালোবাসে।)	The children should be loved.
Prepare for the worst. (দুঃসময়ের জন্য প্রস্তুত হও।)	Be (Get) prepared for the worst.
Please do this work. (দয়া করে কাজটি করুন।)	You are requested to do this work.
Please keep off the grass.	You are requested to keep off the grass.
Please go there. (দয়া করে সেখানে যান।)	You are requested to go there.
Please do not smoke. (ধূমপান করবেন না।)	You are advised not to smoke.

Interrogative Sentence-এর Voice

Rule-1: Who দিয়ে শুরু হওয়া বাক্য: Interrogative Sentence যদি who দিয়ে শুরু হয়, তাহলে **Passive Voice** করার সময় **by whom** দিয়ে শুরু হয়। তাই structureটি হবে : **By whom + auxiliary verb + subject + be/ been/ being + verb এর past participle + object + ?**

Example :

Active: Who will do the work?

Passive: By whom will the work be done?

Rule-2 : Whom দিয়ে শুরু হওয়া বাক্য : **Interrogative Sentence** যদি **whom** দিয়ে শুরু হয়, তাহলে structure-টি হবে : **who + be verb + verb-এর past participle + object + ?**

Example :

Active: Whom do you want?

Passive: Who is wanted by you?

Rule-3 : What দিয়ে শুরু হওয়া বাক্য : **Interrogative Sentence** যদি **What** দিয়ে শুরু হয়, তাহলে structure-টি হবে : **What + be verb + verb-এর past participle + object + ?**

Example :

Active: What did they pay you for doing the job?

Passive: What were you paid by them for doing the job?

Rule-4: Why দিয়ে শুরু হওয়া বাক্য: **Interrogative Sentence** যদি **Why** দিয়ে শুরু হওয়া হয়, তাহলে structure-টি হবে : **Why + be verb + subject + verb-এর Past participle + object + ?**

Example :

Active: Why did the teacher punish you?

Passive: Why were you punished by the teacher?

Rule-5: Which দিয়ে শুরু হওয়া বাক্য: **Interrogative Sentence**-যদি **Which** দিয়ে শুরু হয়, তাহলে Structure-টি হবে: **Which + subject + be verb + verb-এর past participle + object+?**

Example :

Active: Which book do you want?

Passive: Which book is wanted by you?

Rule-6 : How দিয়ে শুরু হওয়া বাক্য: **Interrogative Sentence** যদি **How** দিয়ে শুরু হয়, তাহলে structure-টি হবে : **How + subject + be verb + verb-টির Past participle + object + ?**

Example :

Active: How can you do this?

Passive: How can this be done by you?

Rule-7 : Cognate Object-সহ Intransitive Verb-এর Passive Voice : যে verb গুলোর সাথে তাদের object-এর অর্থগত মিল রয়েছে সেই গুলোকে Cognate Verb বলে। run, sleep, dream, fight-এই Verbগুলো হলো Cognate Verb যদি বাক্যে অকর্ম ক্রিয়া (Intransitive Verb) সহ সক্রম ক্রিয়ার (Transitive Verb) মত ব্যবহৃত হয়, তাহলে সেসব বাক্যের Passive Voice হবে নিম্নরূপ :

Example :

Active: He dreamt a dream.

Passive: A dream was dreamt by him.

Rule-8 : Intransitive Verb used causatively : কর্তা নিজে কাজ না করে অন্যকে দিয়ে কর্ম করায় বা অনেকে কাজ করতে দেখে অথবা অন্যের দ্বারা কাজটি সম্পন্ন অবস্থায় পেলে সে বাক্যের মূল Verb টিকে Causative verb বলে।

Example :

Active: I had Rony wash the car.

Passive: I had the car washed by Rony.

Rule-9 : Intransitive Verbs used as a group verb :

মনে রাখুন : He is gone কিন্তু Passive Voice নয়। বাক্যটি He has gone-এর অন্য একটি রূপ। বাক্য দুটির সামান্য পার্থক্য বিদ্যমান। প্রথম বাক্যটিতে কর্মের সময়কে এবং দ্বিতীয়টিতে কর্মসম্পাদনকারীর অবস্থাকে গুরুত্ব দেয়া হয়েছে। তা সত্ত্বেও নিম্নলিখিত বাক্যগুলোকে Passive Voice-এ রূপান্তরিত করা যায়।

Active: Come here

Passive: You are requested to come here.

Rule-10: দুটি Object থাকা Transitive Verb যুক্ত বাক্যের Passive Voice: দুটি object-এর মধ্যে যে কোনো একটিকে subject করা যায়। কিন্তু indirect object বা personal object-কে subject করাই অধিক সঙ্গত।

Example :

Active: He teaches us English.

Passive: We are taught English by him.

Or, English is taught us by him.

Rule-11 : Factitive object টিকে subject করা যাবে না। অন্য যে object থাকবে তাকে subject করতে হবে।

Example :

Active: They elected him captain.

Passive: He was elected captain by them.

Rule-12 : Self যুক্ত বাক্যের Passive Voice করবার নিয়ম :

Active voice-এর subject-এর কোনরূপ পরিবর্তন না করে শুধু tense-এর পরিবর্তন করে object-এর পূর্বে by বসে।

Example :

Active: He killed himself.

Passive: He was killed by himself.

Rule-13: Passive of Infinitive (to + verb) : কিছু কিছু সময় to + verb যুক্ত বাক্যের Passive Voice করতে হলে পুরো বাক্যটিকে অপরিবর্তিত রেখে to এরপর be + verb-এর Past Participle হবে।

Example:

Active: There is no time to lose.

Passive: There is no time to be lost.

Note : infinitive-এর পূর্বে যদি adjective থাকে তবে তার passive করা যাবে না যদিও তা passive অর্থ প্রকাশ করে।

যেমন: English is not easy to learn (এখানে to be learnt হবে না)।

Rule-14 : Passive of infinitive (to + verb + object) :

কিছু কিছু সময় to + verb + object যুক্তবাক্যের Passive Voice করতে হলে Structure হবে subject + aux. verb + মূল verb-এর Past Participle + by + Object

Example :

Active: You have to do this work. (তোমাকে এই কাজটি করতে হবে।)

Passive: This work has to be done by you.

Quasi-Passive Voice without Complement

Structure : Subject + be verb + Main verb-এর past participle form.

Example :

Active: The house is building. (বাড়িটি তৈরি হচ্ছে)।

Passive: The house is being built. (বাড়িটি তৈরি করা হচ্ছে)।

Active: The book is printing. (বইটি ছাপছে)।

Passive: The book is being printed. (বইটি ছাপা হচ্ছে)।

Note : উপরের উদাহরণগুলোর Active Voice থেকে Passive-এ রূপান্তর এভাবেই হয়।

Complex Sentence-এর Voice

Complex Sentences-এর voice পরিবর্তন Principal ও sub-ordinate উভয় প্রকার clause এরই পরিবর্তন করতে হয়। এরূপ ক্ষেত্রে কখনো introductory 'It' ব্যবহার করতে হয়।

Example :

Active: I knew that he did the work. (আমি জানি যে তিনি কাজটি করেছিলেন।)

Passive: It was known to me that the work was done by him. (এইটা আমার জানা যে তার দ্বারা কাজটি করা হয়েছিল।)

Rule-1: Advise/ beg/ order/ recommend/ urge/ insist/ propose/ suggest/ agree/ be anxious/ arrange/ be determined/ decide/ demand ইত্যাদি এরপর gerund/ infinitive থাকলে that should দ্বারা passive করতে হয়।

Example :

Active : Tom recommended using this book.

Passive : Tom recommended that this book should be used.

Rule-2 : Make, feel, hear, bid, dare, read, know, behold, etc.-এর পর active voice এ to লোপ পায় তবে passive voice এ এদের পর to বসে।

Example :

Active : He made me do the work.

Passive : I was made to do the work by him.

Active : I saw him go.

Passive : He was seen to go by me.

Rule-3: অনেক সময় Active voice -এর subject-কে object করার সময় by ছাড়া অন্য preposition বসে। যেমন- Known এরপর to বসে Filled/ seized/ covered এরপর with বসবে। Annoyed/ pleased/ surprised/ shocked-এর পর মানুষ থাকলে with বসবে এবং বস্তু বা প্রাণী থাকলে at বসবে।

Worried এর পর about বসবে

Embodied এর পর in বসবে

Seize এর পর with বসবে

Contained এর পর in বসবে

Marveled এর পর at বসবে

1. Annoyed
2. Covered
3. Crowded
4. Lined
5. Overgrown
6. Field
7. Please
8. Satisfied

এদের পর ব্যক্তি হলে with বসে।

এদের পর বস্তু হলে at বসে।

Examples :

Active : He annoyed me.

Passive : I was annoyed with him.

Rule-4 : (Adjective + to + verb) এরূপ থাকলে Passive করতে ঐ অংশের কোনো পরিবর্তন হয় না।

Examples :

Active: Tanin found it easy to do.

Passive: It was found easy to do by Tanin.

Rule-5 : People/ They + say/ believe/ think/ report/ understand / know/ expect/ allege / considered/ acknowledge/ fired/claim ইত্যাদি থাকলে It is said/ believed অথবা to + be দ্বারা passive করতে হয়।

Examples :

Active: People say that tom is a spy.

Passive: It is said that tom is a spy.

Or, Tom is said to be a spy.

Rule-6 : Spread, put up ইত্যাদি দ্বারা শুরু Imperative Sentence-এর passive-টি Let-এর পরিবর্তে have দ্বারা শুরু হয়। তারপর object এবং তারপর be verb না বসে সরাসরি past participle বসে।

Example :

Active: Put up a tent there.

Passive: Have a tent put up there.

Active: Spread a mat on it.

Passive: Have a mat on it.

Rule-7 : Am to, is to, are to, have to, has to, were to, had to ইত্যাদি verb গুলো Modal হিসেবে গণ্য হয়। তাই এগুলো বাক্যে থাকলে Modal-এর নিয়ম passive করতে হবে।

Examples :

Active: He is going to open a bank account.

Passive: A bank account is going to be opened by him.

Rule-8 : Sentence with verbal noun with preposition & object. Verbal noun সমন্বিত preposition এবং কর্মের সঙ্গে বাক্যের passive form.

Example :

Active: We saw the feeding of the tigers. (আমরা বাঘগুলির খাওয়ানো দেখেছিলাম।)

Passive: We saw the tigers being fed.

Active: I saw the opening of the new theatre. (আমি নতুন রঙ্গমঞ্চটির উদ্বোধন দেখেছিলাম।)

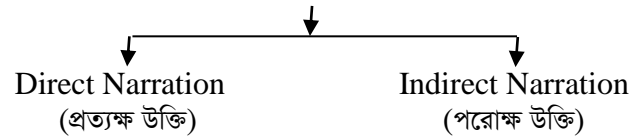
Passive: I saw the new theatre being opened.

Narration

Narration কে বাংলায় বলা হয় 'উক্তি'। বক্তার বক্তব্য বা নিজের কথা বা উক্তির ছবছ উদ্ধৃতিকরণ কিংবা ছবছ উদ্ধৃতির বদলে তা অন্যের কথায় প্রকাশ করাই হলো Narration। Narration কে Speechও বলা হয়।

Narration দুই প্রকার। যথা-

Narration

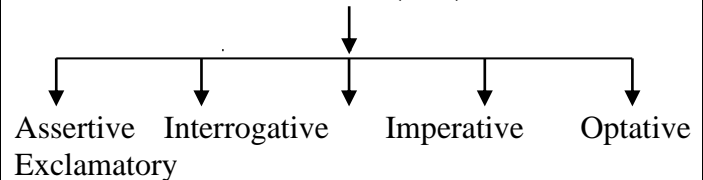


যে উক্তিতে বক্তার কথা অবিকল উদ্ধৃত করা থাকে, তাহাকে Direct Narration বা Direct Speech বলে। Direct Narration (“”) Inverted-comma এর মধ্যে রাখিতে হয়। যথা- He said, “I am ill”

যখন কোনো বক্তার কথা নিজের ভাষায় বলা হয়, তখন তাহাকে Indirect Narration বা Indirect Speech বলা হয়। যথা- He said that he was ill.

বক্তার যে কোনো উক্তি পাঁচ প্রকার বাক্যে সীমাবদ্ধ।

Sentence (বাক্য)



⊙ Narration এর কয়েকটি প্রয়োজনীয় কথা :

He said,

“I am ill,”

↓
Reporting verb

↓
Reported Speech

Inverted comma এর বাহিরে যে verb থাকে তাহার নাম Reporting verb। এখানে ‘said’ verb টি হইলো Reporting verb এবং Inverted comma এর মধ্যে যে বাক্যটি থাকে তাহার নাম Reported Speech অর্থাৎ “I am ill” বাক্যটি Reported Speech.

আবার Inverted comma-এর বাহিরে যে বাক্য থাকে, তাহার প্রথম শব্দটির নাম Subject (কর্তা) এবং Reporting verb-এর পরে যে Noun বা Pronoun থাকে, তাহার নাম Object (কর্ম)। যথা-

He said to me, "I am ill."

↓ ↓
Subject (কর্তা) Object (কর্ম)

Assertive Sentence

01. Direct Speech কে Indirect Speech এ পরিবর্তন করিবার সময় Inverted Comma উঠাইয়া that বসাইতে হইবে।

02. a. Reported Speech এর কর্তা যদি Indirect হয় তবে Subject এর person অনুযায়ী তাহা পরিবর্তন করিতে হইবে।

Direct- He said to me, 'I am ill,

Indirect- He told (said to) me that he was ill.

Explanation- উপরে Reported Speech এর কর্তা 1st person। বাহিরের কর্তা He 3rd person। কাজেই পরিবর্তনের সময় ভিতরের কর্তাটিকে 3rd person – (He) করা হইয়াছে।

b. Reported Speech এর কর্তা যদি 2nd person হয় তবে বাহিরের Object এর person অনুযায়ী তাহা পরিবর্তন করিতে হইবে।

Direct- You said to me, "You are ill".

Indirect- You said to me that I was ill.

Explanation: উপরে Reported Speech-এর কর্তা 'You' 2nd person, বাহিরের Object 'me' 1st person, কাজেই পরিবর্তনের সময় ভিতরের কর্তাটি (1st person) 'I' হয়েছে।

c. Reported Speech এর কর্তা যদি 2nd person হয় এবং বাহিরে Object না থাকে, তবে উক্ত কর্তাকে পরিবর্তন করিয়া 3rd person করা হয়।

Direct- He said (Object নাই), "You are ill".

Indirect- He said (the person addressed) that he was ill.
He said (the person spoken to) that he was ill.

Explanation: উপরে Reported Speech এর কর্তা 2nd person. Inverted comma এর বাহিরের Object কে অনুসরণ করিয়াছে। এখানে বাহিরের Object Absent, বক্তা যাহাকে সম্বোধন করিয়া বলিয়াছে, তাহাকে 3rd person পরিবর্তনের সময় 'He' করা হইয়াছে।

বিঃ দ্রঃ Object এর স্থলে the person addressed বা the person Spoken to লিখিয়া পরিবর্তনের সময় Third person করিলে কোনো অসুবিধা হয় না।

d) Reported Speech এর কর্তা যদি 3rd person হয়, তবে উহার পরিবর্তন হইবে না।

Direct- He said, "Rahim is ill"

Indirect- He said that Rahim was ill.

Explanation: উপরে Reported Speech-এর কর্তা Rahim 3rd person, কাজেই ইহা কাহাকেও অনুসরণ করিল না এবং কোনো পরিবর্তনও হইলো না।

03. a. Reporting verb টি Past Tense হইলে পরিবর্তনের সময় Reported Speech এর verb ও (tense অনুসারে) past tense হইবে।

Direct: He said, "I am ill."

Indirect: He said that he was ill.

Explanation: উপরে বাক্যে Reporting verb (said) past tense, তাই পরিবর্তনের সময় Reported Speech এর verb present tense 'am' পরিবর্তন করিয়া was করা হইয়াছে।

b. Reporting verb যদি present বা Future Tense হয়, তবে Reported Speech এর verb এর কোনো পরিবর্তন হয় না, যে Tense সেই tense ই থাকিবে।

Direct- He says, "I am ill"

Present Tense

Indirect- He says that he is ill.

Direct- You will say, "I am ill"

Future Tense

Indirect- You will say that you are ill.

04. Reporting Verb টি past tense এবং Reported Speech টি যদি past Indefinite tense (কর্তার পরে মূল verb past tense) হয়, তবে পরিবর্তনের সময় সাহায্যকারী verb 'had' বসিবে এবং মূল verb past participle হইবে অর্থাৎ বাক্যটি past perfect tense এ পরিবর্তন হইবে।

Direct- He said, "I went home."

Indirect- He said that he had gone home.

05. যদি Reporting Verb টি Past Tense এবং Reported Speech টি past continuous tense (কর্তার পরে সাহায্যকারী verb 'was' বা 'were' এবং মূল verb এর সহিত 'ing' যুক্ত হয়), তবে পরিবর্তনের সময় was/were উঠাইয়া দিয়া had been' বসাইতে হইবে। অর্থাৎ বাক্যটিকে past perfect continuous tense এ পরিণত করিতে হইবে।

Direct- He said, "I was going to school."

Indirect- He said that he had been going to school.

06. Reporting verb টি past tense এবং Reported Speech এ যদি শুধু was/ were থাকে, তবে পরিবর্তনের সময় was/were উঠাইয়া দিয়া had been বসাইতে হইবে।

Direct- He said, "I was ill."

Indirect- He said that he had been ill.

07. Reported Speech যদি Universal (চিরসত্য) বা Habitual fact (স্বাভাবিক ঘটনা) বুঝায় তাহলে Reported Speech এর কোন পরিবর্তন হইবে না। শুধু that বসাইলেই চলিবে।

Direct- Rahim said, "Honesty is the best policy."

Indirect- Rahim said that honesty is the best policy.

08. Indirect Narration এ ইনভারটেড কমা উঠাইয়া that বসাইতে হয়। তবে কোনো কোন ক্ষেত্রে এই "Conjunction" বাদ দেওয়া হয়।

"I am writing a letter." said Mr. Aslam.

Mr. Aslam said he was writing a letter.

(যদিও Secondary Stage English Book-1 এবং Wren Martin এর English Grammar এ ইহার উদাহরণ আছে, তবুও that বাদ দিয়ে Narration করিলে ভুল ধরা হয়। কাজেই 'that' দিয়া Narration করাই উত্তম)।

Ans. Mr. Aslam said that he was writing a letter.

09. Reporting verb past tense হইলে এবং Reported Speech এর মধ্যে Must থাকিলে Indirect Narration করার সময় had to হয়।

Direct- Matin said, "I must help him."

Indirect- Matin said that he had to help him.

10. কিন্তু must যখন চিরকাল প্রযোজ্য কোনো কাজ বা সিদ্ধান্ত বুঝায় তখন must অপরিবর্তিত থাকে।

Direct- He said, "You must obey your parents."

Indirect- He said (the person spoken to) that he must obey his parents.

11. যখন কোনো বক্তার উল্লেখ থাকে না তখন বক্তা ধরিয়া Indirect Narration করিতে হয়।

Direct- "I shall go home soon."

Indirect- The speaker said to the person spoken to that he would go home soon.

Or, He said to me that he would go home soon.

Tense পরিবর্তনের Chart:

Direct speech-
এর reported
speech-এর
verb-এর tense

→ পরিবর্তিত →

Indirect speech-
এ উক্ত verb-এর
tense হবে

Present indefinite	→	Past indefinite
Present continuous	→	Past continuous
Present perfect	→	Past perfect
Pre. Continuous	→	Past perf. continuous
Past indefinite	→	Past perfect
Past continuous	→	Past perfect continuous
shall	→	should
can	→	could
may	→	might

কিছু Word (সাধারণত Adverb of time & place) পরিবর্তনের Chart:

Direct	Indirect
this (evening)	that (evening)
today	that day
these (days)	those (days)
now	then
yesterday	the previous day
(a week) ago	(a week) before.
last weekend	the weekend before last/the previous weekend
here	there
that	it
next (week)	the following (week)
tomorrow	the next/following day

Interrogative Sentence

এই জাতীয় Sentence দ্বারা প্রশ্ন জিজ্ঞাসা করা বুঝায় এবং বাক্যের শেষে প্রশ্নবোধক চিহ্ন থাকে।

Rule: 1. Reported Speech প্রশ্নবোধক বাক্য হইলে Reporting verb, 'say, বা Tell, উঠাইয়া দিয়া 'ask' বা enquire of বা demand বসাইতে হইবে।

Rule: 2. Interrogative বাক্যটিকে পরোক্ষ উক্তি পরিবর্তন করিয়া Assertive বাক্যে পরিণত করিতে হইবে।

Rule: 3. Reported Speech এর বাক্যটি Who, Which, what, When, whom, where, why, how, ইত্যাদি যে কোনো একটি দ্বারা আরম্ভ না হইলে Indirect Narration করার সময় Inverted comma উঠাইয়া দিয়া If বা Whether বসাইতে হইবে। যেমন—

Direct- He said to me, "Are you ill?"

Indirect- He asked (enquired of) me if I was ill.

Explanation: উপরে বর্ণিত শব্দগুলোর একটিও Reported speech এর প্রারম্ভে নাই। কাজেই এখানে If বসানো হইয়াছে। If এর পরেই Subject ও তারপরে verb বসাইতে হয়।

Direct- Matin said to Jasim, "Will you follow me?"

Indirect- Matin enquired of Jasim if he (J) would follow him (M).

Rule: 4. Reported Speech এর বাক্যটি Who, Which, What, When, Whom, Where, Whose, Why, Who ইত্যাদি যে কোনো একটির দ্বারা আরম্ভ হইলে If বা Whether না বসাইয়া উক্ত শব্দটি ঠিক জায়গায় রাখিয়া বাক্যটিকে Assertive এ পরিণত করিতে হইবে। যেমন—

Direct- He said to me, "Who are you and where are you going?"

Indirect- He asked me who I was and where I was going.

Explanation: উপরের Reported Speech এর বাক্যটি Who দ্বারা আরম্ভ হইয়াছে। কাজেই Who ঠিক রাখিয়া উহার পরে subject ও verb বসাইয়া Assertive Sentence এ পরিণত করা হইয়াছে।

Direct- "How are you today?" said Matin to me,

Indirect- Matin asked me how I was that day.

Rule: 5. Reporting verb যদি past tense হয় এবং Reported Speech যদি Do বা Does দ্বারা আরম্ভ হয় কিংবা What, Which, Who ইত্যাদি শব্দের পরেও যদি Do বা Does থাকে তবে Indirect Narration করিবার সময় Do বা Does উঠাইয়া মূল Verb টিকে Past Tense এ পরিণত করিতে হইবে।

Direct- He said to me, "Do you like this shirt?"

Indirect- He asked me if I liked that shirt.

যদি Reporting Verb টি Past Tense হয় এবং Reported Speech টি Do দ্বারা আরম্ভ হয় এবং বাক্যটি Negative হয়, (অর্থাৎ Int-Neg হয়) তবে Indirect Narration করিবার সময় কর্তার পরে did not বসাইয়া মূল Verb টিকে Present Tense এ পরিণত করিতে হয়। যেমন—

Direct- He said to me, "Do you not like the pen?"

Indirect- He asked me if I did not like the pen.

Rule: 6. যদি Reporting Verb টি Present Tense হয়, তবে Reported Speech টি যে Tense এ আছে সেই Tense ই থাকিবে। যেমন—

Direct- He asks, "Does he go to school?"

Indirect- He asks if he goes to school.

Rule-7. যদি Reporting Verb টি past tense এবং Reported Speech টি Did দ্বারা আরম্ভ হয়, কিংবা What, Which, Who ইত্যাদি শব্দের পরেও did থাকে তবে Indirect Narration করিবার সময় কর্তার পরে had এবং মূল verb এর past participle বসাইতে হয়। যেমন—

Direct- He said to me, "Did you go to school yesterday?"

Indirect- He asked me if I had gone to school the previous day.

Imperative Sentence

এই জাতীয় Sentence দ্বারা অনুরোধ, আদেশ, প্রার্থনা প্রভৃতি বুঝায়।
যথা- Come home.

Rule- 1. Sentence অনুসারে Reporting verb উঠাইয়া দিয়া-

- ⇒ আদেশ বুঝাইলে 'Order/ Command'
- ⇒ অনুরোধ বুঝাইলে 'Request'
- ⇒ ক্ষমা বুঝাইলে - 'beg'
- ⇒ প্রার্থনা বুঝাইলে- 'pray'
- ⇒ নিষেধ বুঝাইলে 'Warn/ Forbid'
- ⇒ উপদেশ বুঝাইলে 'Advise'

অন্যথায় tell বা ask দ্বারা পরিবর্তন করিতে হয়।

Rule- 2. Reported Speech এর Verb এর পূর্বে 'to' বসাইয়া বাক্যটিকে Infinitive Mood এ রূপান্তরিত করিতে হয়।
যথা-

Direct- He said to me, "Go home?"

Indirect- He told বা asked বা ordered বা advised me to go home.

Direct- He said to his servant, "Stand up."

Indirect- He ordered his servant to stand up.

Rule- 3. বাক্যটি Negative হইলে Do উঠিয়া যাইবে এবং not ও verb এর মধ্যে To' বসিবে। যথা-

Direct- My father said to me "Do not run in the sun."

Indirect- My father advised me not to run in the sun.

Direct- Karim said to Rahim, "Do not waste your time."

Indirect- Karim advised Rahim not to waste his time.

Rule- 4. a. Reported Speech টি please দ্বারা আরম্ভ হইলে please উঠাইয়া দিয়া প্রথমে বা শেষে 'Kindly' বসানো যায়, কিন্তু please বাদ দিয়া শুধু verb এর পূর্বে to বসাইয়া দিলেও চলিবে।

Direct- Matin said to Hamid, "Please lend me your pen,"

Indirect- Matin requested Hamid to lend him (M) his (H) pen.

Matin requested Hamid to kindly lend him (M) his (H) pen.

b. কিন্তু Reported Speech 'please' দ্বারা আরম্ভ হইলে এবং বাক্যটি Negative হইলে 'Kindly' কখনও বসানো যাইবে না। যথা-

Direct- He said to me, "Please don't eat all the biscuits."

Indirect- He asked me not to eat all the biscuits.

Rule-5 Sentence এ Vocative Case থাকিলে উহা বাদ দেওয়া যায় অথবা নীচের পরিবর্তন লক্ষ্য করুন :-

Direct- He said, "Matin, go there."

Indirect- He told Matin to go there.

Addressing him as Matin, he told him (M) to go there.

Rule-6 a. Direct Narration এ 'Let' থাকিলে এবং বাক্যটির দ্বারা প্রস্তাব বুঝাইলে Reporting verb উঠাইয়া দিয়া 'Propose' বা Suggest বসাইতে হয়।

b. Inverted comma উঠাইয়া দিয়া that বসাইতে

হইবে। c. Reported Speech এ কর্তার পরে should বসাইতে হইবে। যেমন-

Direct - Matin said to Karim, "Let us go home."

Indirect - Matin proposed (suggested) to Karim that they should go home.

Rule-7. Direct Speech এ Let থাকা সত্ত্বেও বাক্যটির অর্থ যদি প্রস্তাব না বুঝায় তবে কর্তার পরে may /might কিংবা might be allowed বসাইতে হইবে। তবে প্রত্যেকটি বাক্যের অর্থানুসারে যে কোনো রকম পরিবর্তন হইতে পারে। যেমন-

Direct- He said to me, "Let me come in."

Indirect- He requested me that he might be allowed to come in.

Rule- 8. অন্যান্য নিয়ামাবলী Assertive Sentence এর ন্যায় হইবে।

Optative Sentence

এই জাতীয় Sentence দ্বারা ইচ্ছা, প্রার্থনা প্রভৃতি বুঝায়।

Rule-1: Sentence এর অর্থানুসারে Reporting verb টি উঠিয়া দিয়া wish / pray ব্যবহার করিতে হইবে।

Rule-2: Inverted comma উঠাইয়া দিয়া একটি that বসাইতে হবে।

Rule-3: Optative বাক্যে কর্তার পরে may/might বসাইতে হইবে।

Rule- 4 অন্যান্য নিয়মাবলী Assertive sentence এর ন্যায় হইবে এবং সমস্ত বাক্যটিকে Assertive sentence এ পরিণত করিতে হইবে। যেমন—

Direct- He said, “Long live the king.”

Indirect- He prayed that the king might live long.

Exclamatory Sentence

এই জাতীয় Sentence দ্বারা হর্ষ, বিষাদ, ঘৃণা, প্রভৃতি মনের ভাব প্রকাশিত হয়। যথা- Alas! I am undone.

Rule- 1 Exclamatory Sentence কে পরোক্ষ উক্তি পরিবর্তনের সময় বাক্যের পূর্ণ অর্থ প্রকাশের জন্য Reporting verb উঠাইয়া দিয়া দুঃখপূর্ণ অবস্থায় ‘Cry out in sorrow’ বা Exclaim in/ with grief, আনন্দ প্রকাশের জন্য Exclaim with joy /delight,

বিদায় বুঝাইলে Bid, প্রতিজ্ঞা বুঝাইলে Swear, শুভ ইচ্ছায় wish ব্যবহার করিতে হয়।

Rule- 2 Exclamatory Sentence এ ইনভারটেড কমা উঠাইয়া দিয়া that বসাইতে হয়। আবার অনেক ক্ষেত্রে that প্রয়োজন হয় না।

Rule- 3 বাক্যটিকে Assertive Sentence এ পরিণত করিতে হইবে। যেমন—

Direct- He said, “Alas! I am undone.”

Indirect- He cried out in sorrow that he was undone.

Rule- 4 অনেক সময় Exclamatory Sentence এর প্রথমে What, How ইত্যাদি শব্দের দ্বারা কোনো কিছুর আধিক্য প্রকাশ করা হয়। এই সমস্ত ক্ষেত্রে ঐ সকল শব্দ উঠাইয়া দিয়া greatly, very, very much কিংবা great দ্বারা বাক্যের ভাব প্রকাশ করা হয়। যেমন—

Direct - You told. “What a happy news.”

Indirect - You exclaimed with joy that it was a very happy news.

Teacher-Students Work

01. Had I been rich, I

- a. would have helped the poor b. will help the poor
c. had helped the poor d. would help the poor

02. resigned, we would have been forced to sack him.

- a. Had he not b. He had
c. Has he d. If he has not

03. Had I been rich, I (help) her.

- a. would have help b. will help
c. would have helped d. will have helped

04. While going to office, take your umbrella —— it rains.

- a. in case b. if
c. if not d. perhaps

05. You have a driver's license and two major credit cards, that company will not accept your application.

- a. Because b. Unless
c. As d. Since

06. I wish I —— a wonderful man.

- a. was b. were
c. would be d. am

07. The passive form of the sentence : I know him.

- a. He is known by me. b. He was known to me.
- c. He has been known by me. d. He is known to me.

08. The best passive form of the sentence : we don't like idle people —

- a. We are not liked bny idle people.
- b. Idle people are not like us.
- c. Idle people are not liked by us.
- d. Idle peole are not of our liking.

09. The passive form of the sentence : "Fortune favors the brave is —

- a. The brave is favored by fortune
- b. The brave were favored by fortune
- c. The brave are favored by fortune
- d. The brave was favored by fortune

10. He is writing a letter, বাক্যটি passive form হবে—

- a. A letter is written by him.
- b. A letter was written by him.
- c. A letter was being written by him.
- d. A letter is being written by him.

11. The correct passive form of the sentence : Jerina is writing a letter is —
 a. A letter has written by Jerina
 b. A letter has been written by Jerina
 c. A letter was written by Jerina
 d. A letter is being written by Jerina
12. "Chapal has made tea" make it passive voice.
 a. Tea is being made by Chapal
 b. Tea was being made by Chapal
 c. Tea has been made by Chapal
 d. Tea have been make by Chapal
13. The Correct sentence of the following :
 a. A new cabinet has been swrn in Dhaka
 b. A new cabinet has been sworn at Dhaka
 c. A new cabinet has been sworn at Dhaka
 d. A new cabinet has sworn in Dhaka
14. The Correct passive of : Sheila was writing a letter is —
 a. A letter was writing by Sheila
 b. A letter was being writing by Sheila
 c. A letter was being written by Sheila
 d. A letter was written by Sheila
15. Soya said, 'I walk a mile everyday' Find out indirect narration.
 a. Soya said that she walked a mile every day.
 b. Soya said that she walk a mile every day.
 c. Soya said that I am walking a mile every day.
 d. Soya said that I walk a mile every day.
16. Change the narration: I said, "Do it".
 a. I said that it should be done.
 b. I said that let it be done.
 c. I said to do it. d. I ordered to do it.
17. Choose the direct speech of 'He asked me what I was doing.'
 a. He said to me, "What I was doing?"
 b. He said me, "What was I doing?"
 c. He said, "What I am doing?"
 d. He said to me, "What are you doing?"
18. Report in 'Indirect speech': You will say "I am ill".
 a. You will say that you are ill
 b. You will say that I am ill
 c. You will say that you were ill
 d. You would say that I was ill
19. Report in Indirect speech. He said to me, "How did you do it?"
 a. He enquired of me if I had done it.
 b. He enquired of me how I had done it.
 c. He said to me if I had done it.
 d. He said to me that I had done it.
20. Change the narration - He said, 'Friends, lend me your ears'.
 a. He asked his friends to lend him their ears.
 b. He requested his friends to lend him their ears.
 c. He urged upon his friends to lend him their ears.
 d. Addressing them as friends, he requested them to lend him their ears.
21. You said to me, 'You are right'. Indirect form is-
 a. You told me that you are right.
 b. You told me that I am right.
 c. You told me that I was right.
 d. You told me that you were right.
22. Rahim said, "I am ill".
 a. Rahim said that he is ill
 b. Rahim told about his illness
 c. Rahim described his state of health
 d. Rahim said that he was ill
23. The teacher said, "I shall not teach him English."
 a. The teacher said that he would not teach him English
 b. The teacher said that he would not taught him English
 c. The teacher said that he would not be teach by him English
 d. The teacher said that he will not teach him English
24. He said to me, 'Regular exercise is good for health.' Make it indirect speech.
 a. He told me that regular exercise is good for health
 b. He told me that regular exercise is to be good for health
 c. He told me that regular exercise was good for health
 d. He told me that regular exercise is best for health
25. He said, 'Friends, goodbye'. In indirect form is-
 a. He bade his friends goodbye
 b. He told his friends goodbye
 c. He said goodbye to his friends
 d. He wished his friends goodbye
26. Indirect speech-এ কোনটি সঠিক? The teacher said to the boys. "The earth is round".
 a. The teacher said to the boys that the earth was round.
 b. The teacher asked to the boys that the earth was round.
 c. The teacher said to the boys that the earth is round.
 d. The teacher told the boys that the earth is round.

27. Select the best form of narration He told, 'Do the work.'
- He said that do the work
 - He asked to do the work
 - He requested doing the work
 - He told doing the work
28. The teacher said to me, "May you live long." Its indirect form is –
- The teacher prayed that I could live long
 - The teacher wished that I may have lived long
 - The teacher wished that I might live long
 - The teacher prayed that I might have lived long
29. The teacher said, "The earth moves round the sun" Make it indirect speech.
- The teacher said that the earth moved round the sun
 - The teacher said that the earth moves round the sun
 - The teacher said that the earth has moved round the sun
 - The teacher said that the earth had moved round the sun
30. He said to me, "May Allah bless you." Its indirect form is-
- He prayed that Allah might bless me.
 - He prayed that Allah may bless me .
 - He prayed that Allah might bless you.
 - He wished that Allah might bless you.
31. He said, "What a fool I am." Choose the correct indirect narration.
- He exclaimed with grief that he is a great fool.
 - He exclaimed with grief that he was a great fool.
 - He exclaimed with grief that he had a great fool.
 - He exclaimed with grief that I am a great fool.
32. He said to me, "You are always unreliable."
- He said to me that I am going to be unreliable.
 - He told me that I was always unreliable.
 - He told me I had been always unreliable.
 - He told me that I would be unreliable.
33. He said, "Farewell, my friends" Find out the correct indirect form.
- He said farewell to his friends.
 - He said farewell to my friends.
 - He bade farewell to his friends.
 - He bid farewell to his friends.
34. Put the following sentence into indirect speech: "Haven't you got a television?" he asked me.
- He asked me if I haven't got a television.
 - He asked me if I hadn't got a television.
 - He asked me if I had a television.
 - He asked me if I got a television.
35. Put the following sentence into indirect speech : Zebin said to Zihad, "I like to read novels."
- Zebin said Zihad that she liked to read novels.
 - Zebin told Zihad that she did like to read novels.
 - Zebin proposed Zihad that I like to read novels.
 - Zebin informed Zihad that she liked to read novels.
36. "Are you hungry, friends?" said the Shrewd King. Which of the following sentences is the correct indirect speech?
- The Shrewd King asked them as a friends if they were hungry.
 - Addressing them as friends, the shrewd King asked if they were hungry.
 - Turning to the friends and asked them if they were hungry.
 - The shrewd King told them as friend whether they were hungry.
37. He said to Lamia, "Thank you." Its indirect form is-
- He thanked me.
 - He told Lamia to thank You.
 - He bade Lamia to thank you.
 - He said to Lamia that thank You.
38. He said, "Good morning, Mr. Habib"
- He said that good morning Mr. Habib.
 - He prayed Mr. Habib good morning.
 - He wished Mr. Habib good morning.
 - He wanted a good morning for Mr. Habib.
39. He said to me, "Thank you."
- He thanked me.
 - He had thanked me.
 - He told me that thank you.
 - He told thank.
40. The girl said, "I wish I were a king."
- The girl told that she could be a queen.
 - The girl wished that she had been a queen.
 - The girl said if she could be a queen.
 - The girl said that she were a queen.
41. He said, "Abdullah, do it at once."
- He addressed Abdullah that he should do it at once.
 - He told Abdullah to do it at once.
 - He requested Abdullah to do that then.
 - He ordered Abdullah to do that at once.

BCS Previous Year Questions

01. "It is impossible to do this" [38th BCS]

- a. Doing this is impossible
- b. This is impossible to be done
- c. This is must be done
- d. This can't be done

02. Which one in the correct indirect narration?

"Why have you beaten my don"? He said to me.

[38th BCS]

- a. He demanded me why had I beaten his dog
- b. He asked me why I have had beaten his dog
- c. He enquired me why had I had beaten his dog
- d. He demanded of me why I had beaten his dog

03. Choose the correct form (passive) of — "Who will do the work?" [37th BCS]

- a. Who will be done the work?
- b. Who will done the work?
- c. By whom will the work be done?
- d. Whom will the work be done?

04. Choose the correct indirect speech: She asked me, "Are you happy in your new job?"

(২৭তম বিসিএস)

- a. She asked me if I was happy in my new job
- b. She asked me if I have been happy in my new job
- c. She asked me whether I am happy in my new job
- d. She asked me if I had been happy in my new job

05. When a person says he's *all in*, it means —

(১৭তম বিসিএস)

- a. He is very tired
- b. He has arrived
- c. He has finished packing
- d. He has got everything

06. "I'll have a cup of tea" my father said "because I'm not hungry."

Which of the following sentences is the correct indirect speech? (২৪তম বিসিএস)

- a. My father said that he will have a cup of tea because he wasn't hungry
- b. My father said that he would have had a cup of tea because he wasn't hungry
- c. My father said that he would have a cup of tea because he wasn't hungry
- d. My father said that he had a cup of tea because he wasn't hungry

❧ Answer sheet ❧

1	B	2	D	3	C	4	A	5	A	6	C
---	---	---	---	---	---	---	---	---	---	---	---

Students Work

Synonyms / Word Meanings (A-B)

01. 'Bounty' means — (২৭তম বিসিএস)
 a. Generosity b. Familiar
 c. Dividing line d. Sympathy
02. 'BROCHURE' means — (১৮তম বিসিএস)
 a. Opening b. Pamphlet
 c. Bureau d. Censor
03. 'Blockbuster' means — (১৭তম বিসিএস)
 a. A large solid piece of stone
 b. A Device to cut off a person head as a punishment
 c. Something that makes movement difficult
 d. A powerful explosive to demolish buildings
04. "Bootleg" means to — (১৫তম বিসিএস)
 a. Distribute b. Export
 c. Import d. Smuggle
05. 'Belated' means (১৩তম বিসিএস)
 a. Complaining b. Off hand
 c. Weak d. Tardy
06. ABANDON
 a. Desert b. Retain
 c. Adopt d. Embrace
07. The meaning of the word *abate* is
 a. to embarrass b. tolerate
 c. spit into halves d. decrease
08. ABHORE (অবজ্ঞা করা)
 a. Aborigine b. Hate
 c. Abnormal d. Admire
09. ABLE (সামর্থ্য)
 a. Capable b. Friendly
 c. Hostile d. Happy
10. What is the synonym of ABLUTION?
 a. censure b. washing
 c. mutiny d. forgiveness
11. 'Abolish' শব্দটির Synonym হচ্ছে -
 a. Cancel b. Perform
 c. Create d. Generate
12. ABORTIVE :
 a. Productive b. Fruitful
- c. Expanded d. Futile
13. ABRIDGE :
 a. adore b. support
 c. reconcile d. shorten
14. The supply of food and beverage for the program was abundant
 a. inadequate b. substandard
 c. excellent d. plentiful
15. ACCLAIM
 a. Rebuke b. Chide
 c. Reproach d. Praise
16. Acquisition
 a. Purchase b. Distribute
 c. Surrender d. Inquiry
17. ACUMEN (সূক্ষ্মবুদ্ধি)
 a. keenness b. brilliance
 c. swiftness d. greediness
18. Shila was adamant about her future plan.
 a. Insistent b. Objective
 c. Undecided d. Favorable
19. Apprentice means -
 a. journalist b. leader
 c. learner d. potential
20. The meeting has been adjourned till the next Saturday.
 a. put off b. put out
 c. put down d. put by
21. Synonym of the word 'admonish'-
 a. caution b. flatter
 c. commend d. approve
22. Which is not the synonym of the word "adroit"-
 a. skillful b. inept
 c. competent d. dexterous
23. ADVERSE (প্রতিকূল)
 a. Hostile b. Sympathetic
 c. Supportive d. Favorable
24. AFFLUENCE
 a. fluent b. affinity

- c. wealth d. acute
25. The economies of the third world countries are mostly dependant on agrarian activities.
a. related to population b. forestry
c. related to farming d. service
26. "Alien" means –
a. One living in a foreign country
b. A foreigner
c. A stranger from abroad
d. A man who leaves for another country
27. ALIGHT :
a. ascend b. mount
c. glaze d. realistic
28. The word 'Altercation' means–
a. Adjustment b. Replace
c. Quarrel d. Repairing
29. The synonym of 'Altitude' is _____
a. great b. height
c. broad d. spread
30. The two firms were amalgamated last year
a. started doing business b. became friendly
c. were united d. were split
31. AMBIGUOUS (দ্ব্যর্থবোধক) :
a. Large b. Increase
c. Unclear d. Eager
32. AMPLE
a. a lot of b. in significant
c. little d. few
33. ANECDOTE (ছোট মজার কাহিনী/গল্প) –
a. antidote b. article
c. anger d. fable
34. Those antiquated machineries have huge impact on the current productivity of the firm.
a. outdated b. modern
c. simple to run d. complex
35. Apex
a. opponent b. postpone
c. obvious d. top
36. Appraise
a. Admire b. Recommend
c. Evaluate d. Catch
37. There was something in Mom's tone that made the child apprehensive
a. enthusiastic b. fearful
c. happy d. impatient
38. ARDENT (অত্যাশাহী) :
a. Large b. Eager
c. Convinced d. Unnecessary
39. What may be considered courteous in one culture may be interpreted as arrogant in another.
a. clumsy b. sleazy
c. surly d. flimsy
40. ARTICULATE :
a. aware b. disjoined
c. intelligible d. affirm
41. A synonym for 'Ascent' is –
a. jump b. regress
c. further d. low down
42. The young boy aspires to be like his famous father.
a. regrets b. qualifies
c. wishes d. fails
43. Astute investors are now making the best use of rising interest rates.
a. knowledgeable b. opportunist
c. informed d. shrewd
44. ATTRIBUTE
a. feature b. furniture
c. extra d. fixture
45. AUGMENT
a. Make noble b. Reach
c. Increase d. Anoint
46. August (গভীরপূর্ণ; মহিমান্বিত) –
a. common b. ridiculous (হাস্যকর)
c. dignified (মর্যাদাপূর্ণ; সম্মানিত) d. petty (ছোট)
47. AUTHENTIC (প্রকৃত বা খাঁটি) –
a. Genuine b. Fake
c. Expensive d. Rare
48. Autography means
a. graph paper b. out of graph
c. writing about d. graphical writing
49. AVERSION
a. reluctance b. strong
c. calamity d. cruelty
50. The mysterious writings on the walls of the pyramid had baffled Egyptologist for a long time.
a. astonished b. puzzled
c. worried d. vex

