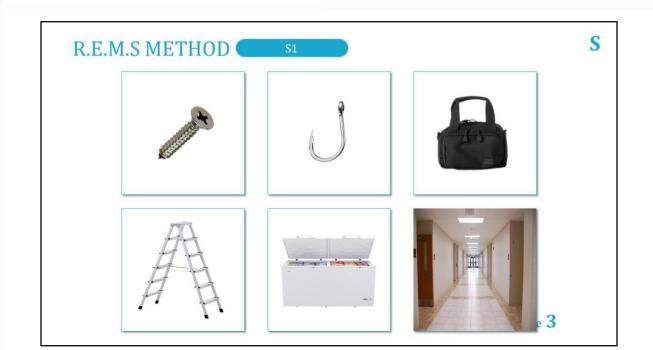
Please refer to the definition file.





5

More Use of the Passive Voice 1

# **Passive Voice**

Page 4

One common use of the passive voice is when we don't know or don't want to mention the doer of the action.

For example:

The candle was lit. - Who lit the candle? We don't know.

A tablet has to be taken.

That freezer is stolen.

- 1. The net had been dropped into the ocean.
- 2. I saw that the candle had been used.
- 3. Drinking straws are sometimes chewed.
- 4. A small tablet was prescribed.
- 5. The tank is filled with water.
- 6. I saw the wire being cut.

- 7. A tiny screw has been placed in the computer.
- 8. Hooks are used to catch fish.
- 9. A small kit was found at the train station.
- 10. He noticed the ladder had been transferred again.
- 11. The old freezer is being emptied of its contents.
- 12. The corridor has been blocked.

## **Basic Single-slot Substitution Drill**

Listen to the teacher and repeat the sentences.

Page '

- 1. A candle was brought into the room.
- 2. A screw was brought into the room.
- 3. A hook was brought into the room.
- 4. A hook was thrown into the room.
- 5. A hook was thrown into the ocean.
- 6. A net was thrown into the ocean.
- 7. A net was thrown into the lake.
- 8. A tank was thrown into the lake.

- 1. One straw is needed on the table. Repeat.
- 2. One straw is needed on the table. Change: tablet.
- 3. One tablet is needed on the table. Change: required.
- 4. One tablet is required on the table. Change: kit.
- 5. One kit is required on the table. Change: corridor.
- 6. One kit is required on the corridor. Change: ladder.
- 7. One ladder is required on the corridor. Change: for.
- 8. One ladder is required for the corridor. Change: was.

- 1. The freezer in the kitchen was stolen.
- 2. The wire in the garage was stolen.
- 3. The wire on the post was stolen.
- 4. The candle on the table was stolen.
- 5. The tablet on the table was taken.
- 6. The tablet in the kit was taken.
- 7. The screw in the kit was replaced.

#### **Intermediate Multiple-slot Substitution Drill**

Listen to the teacher and follow the instructions.

- 1. The straw was cut into pieces. Repeat.
- 2. The straw was cut into pieces. Change: wire, bits.
- 3. The wire was cut into bits. Change: net, ripped.
- 4. The net was ripped into bits. Change: ladder, destroyed.
- 5. The ladder was destroyed into bits. Change: corridor, blown.
- 6. The corridor was blown into bits. Change: tank, pieces.
- 7. The tank was blown into pieces. Change: tanks, are.

- 1. A hook was found.
- 2. A hook and a screw were found.
- 3. A hook, a screw, and many others were found.
- 4. A hook, a screw, and many other small things were found.
- 5. A hook, a screw, and many other small things were found in a bag.

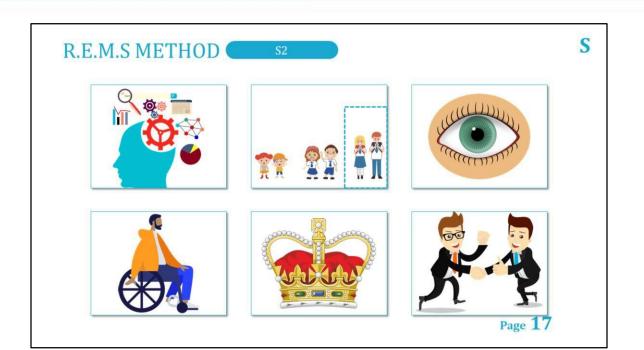
- 1. I saw the net being raised from the ocean. Repeat.
- 2. I saw the net being raised from the ocean. Transform: where.
- 3. You said the candle had been lit. Repeat.
- 4. You said the candle had been lit. Transform: who.
- 5. The straws are being added to the table. Repeat.
- 6. The straws are being added to the table. Transform: what.
- 7. The tablets were placed in the bottle. Repeat.
- 8. The tablets were placed in the bottle. Transform: where.

- 9. A tank was put on the tower. Repeat.
- 10. A tank was put on the tower. Transform: what.
- 11. A wire was connected to the post yesterday. Repeat.
- 12. A wire was connected to the post yesterday. Transform: when.
- 13. A screw was left somewhere in the house. Repeat.
- 14. A screw was left somewhere in the house. Transform: what.
- 15. A hook was attached to the string. Repeat.
- 16. A hook was attached to the string. Transform: not.

- 1. Somebody brought a kit from the hospital. Repeat.
- 2. Somebody brought a kit from the hospital. Transform: passive voice.
- 3. A ladder was bought for the house. Repeat.
- 4. A ladder was bought for the house. Transform: active voice.
- 5. The freezer was being stored with food. Repeat.
- 6. The freezer was being stored with food. Transform: active voice.
- 7. The corridor was patrolled for safety. Repeat.
- 8. The corridor was patrolled for safety. Transform: present tense.

- 9. Nobody found a net in the store. Repeat.
- 10. Nobody found a net in the store. Transform: passive voice.
- 11. A net wasn't found in the store. Repeat.
- 12. A net wasn't found in the store. Transform: active voice.
- 13. Somebody put a candle on the altar. Repeat.
- 14. Somebody put a candle on the altar. Transform: passive voice.
- 15. I had to take a tablet a day. Repeat.
- 16. I had to take a tablet a day. Transform: present tense.

Please refer to the definition file.



- 1. She is a brave little girl.
- 2. A scientist is an intellectual person.
- 3. I'm in junior high school.
- 4. My father's dear friend is in town.
- 5. Most of us are visual learners.
- 6. You have to have a firm voice to be an effective speaker.

- 7. This organization is protecting the rights of disabled children.
- 8. His great-grandfather has royal blood.
- 9. My sister gets along with her brother-in-law.
- 10. Sheila gets on my nerves a lot.
- 11. He doesn't like to let his father down.
- 12. My mother had a change of heart when she saw my dad sick.

#### **Basic Sentence Expansion Drill**

Listen to the teacher and repeat the sentences.

- 1. He is brave.
- 2. He is a brave boy.
- 3. He is a brave and intellectual boy.
- 4. He is a dear, brave, and intellectual boy.
- 5. He is a dear, brave, and intellectual royal boy.

- 1. I don't get along with my junior high school brother.
- 2. She doesn't get along with her disabled high school brother.
- 3. We don't get along with our intellectual high school brother.
- 4. They don't get along with our dear high school brother.
- 5. They get along with their dear high school brother.
- 6. Johnny gets along with his brave high school brother.
- 7. Johnny gets along with their brave high school sister.

#### **Basic Single-slot Substitution Drill**

Listen to the teacher and repeat the sentences.

- 1. He is a visual artist.
- 2. He is a royal artist.
- 3. He is a disabled artist.
- 4. He knows a disabled artist.
- 5. He knows a disabled dog.
- 6. He has a disabled dog.
- 7. They have a disabled dog.
- 8. They have disabled dogs.

#### **Intermediate Sentence Expansion Drill**

Listen to the teacher and follow the instructions.

- 1. Mum let me down. Repeat.
- 2. Mum let me down. Add: and dad.
- 3. Mum let me and dad down. Add: earlier.
- 4. Mum let me and dad down earlier. Add: this morning.
- 5. Mum let me and dad down earlier this morning. Add: after breakfast.

#### **Intermediate Single-slot Substitution Drill**

Listen to the teacher and follow the instructions.

- 1. His firm mouth is her dearest part of him. Repeat.
- 2. His firm mouth is her dearest part of him. Change: beloved.
- 3. His firm mouth is her beloved part of him. Change: heart.
- 4. His firm heart is her beloved part of him. Change: brave.
- 5. His brave heart is her beloved part of him. Change: aspect.
- 6. His brave heart is her beloved aspect of him. Change: our.
- 7. His brave heart is our beloved aspect of him. Change: favorite.
- 8. His brave heart is our favorite aspect of him. Change: her.

- 1. Shannon gets on Jon's nerves. Add: doesn't.
- 2. The principal had a change of heart. Change: teacher.
- 3. His decisions are firm. Add: not.
- 4. I am a visual learner. Change: we.
- 5. The disabled man passed by. Change: woman.
- 6. We saw the royal family. Change: they.
- 7. I was a junior at work last year. Change: she.
- 8. We had an intellectual conversation. Change: discussion.

- 1. When do you think a person is brave?
- 2. Do you think intellectual people are boring? Why or why not?
- 3. Where did you study in junior high school?
- 4. Are you a visual learner?
- 5. Does your country have a royal family?

Please refer to the definition file.





















Page 28

- 1. We obtained permission to enter the building.
- 2. A business is being operated on that street.
- 3. Some money has been transferred without my knowledge.
- 4. A hundred dollars was withdrawn from my account.
- 5. The promotion of the new manager was being protested.
- 6. A new phone that not many people use was launched.

- 7. A lot of us hate being confined in the hospital.
- 8. She doesn't remember being abandoned as a kid.
- 9. Nobody actually wanted him to be elected.
- 10. A new building across the road is being constructed.
- 11. He got rejected by the girl he likes.
- 12. The process has to proceed.

### **Basic Single-slot Substitution Drill**

Listen to the teacher and repeat the sentences.

- 1. He obtained a small business.
- 2. He operated a small business.
- 3. He launched a small business.
- 4. He abandoned a small business.
- 5. He rejected a small business.
- 6. We rejected a small business.
- 7. We rejected a big business.
- 8. We didn't reject a big business.

- 1. Money was transferred from my account to hers.
- 2. Money was transferred from his account to mine.
- 3. Money was withdrawn from their account and transferred to mine.
- 4. Millions were withdrawn from their account and transferred to his.
- 5. Millions are being withdrawn from their account and transferred to his.
- 6. Millions are not being withdrawn from my account and transferred to his.
- 7. Millions have not been withdrawn from my bank and transferred to his.

- 1. They protested.
- 2. They protested on the street.
- 3. They protested on the street last night.
- 4. They protested on the street last night at 8 p.m.
- 5. They protested on the street last night at 8 p.m. until midnight.

- 1. The prisoner was confined. Repeat.
- 2. The prisoner was confined. Add: and murderer.
- 3. The prisoner and murderer were confined. Add: in the cell.
- 4. The prisoner and murderer were confined in the cell. Add: in the morning.
- 5. The prisoner and murderer were confined in the cell in the morning. Add: today.

S

#### Student-led Minimal Pair Column Drill

Read one word from column A or B, and then let the teacher tell you which column it is from.

A

B

1. whole hole

2. customer costume

3. lamp lamb

#### S

#### Student-led Minimal Pair Column Drill

Read one word from column A or B, and then let the teacher tell you which column it is from.

A

B

1. coffee toffee

2. leave live

3. personnel personal

- 1. She got elected because there was no one else better. Repeat.
- 2. She got elected because there was no one else better. Change: didn't, although.
- 3. She didn't get elected, although there was no else better. Change: got, someone.
- 4. She got elected, although there was someone else better. Change: he, even though.
- 5. He got elected even though there was someone else better. Change: rejected, nobody.
- 6. He got rejected even though there was nobody else better. Change: because, somebody.
- 7. He got rejected because there was somebody else better. Change: gets, is.

# **Advanced Single-slot Substitution Drill**

Listen to the teacher and follow the instructions.

- 1. The government constructed a new school. Repeat.
- 2. Change: foundation.
- 3. Change: clinic.
- 4. Change: school.
- 5. Change: abandoned.
- 6. Change: old.
- 7. Change: building.

- 1. Do you proceed in doing something when you don't understand?
- 2. Can you obtain information from the internet?
- 3. Is it easy to operate a ship?
- 4. Did you transfer schools when you were studying?
- 5. Have you withdrawn from an English class before?

#### **Word Stress Drill**

Listen to the teacher and repeat the words.

- 1. enterprise
- 2. criticism
- 3. ceremony
- 4. garage
- 5. personality
- 6. disabled
- 7. operation

- 1. The net had been dropped into the ocean.
- 2. I saw that the candle has been used.
- 3. Drinking straws are sometimes chewed.
- 4. A small tablet was prescribed.
- 5. The tank is filled with water.

S

- 6. I saw the wire being cut.
- 7. A tiny screw has been placed in the computer.
- 8. Hooks are used to catch fish.
- 9. A small kit was found at the train station.
- 10. He noticed the ladder had been transferred again.

S

- 1. She is a brave little girl.
- 2. A scientist is an intellectual person.
- 3. I'm in junior high school.
- 4. My father's dear friend is in town.
- 5. Most of us are visual learners.

- 6. You have to have a firm voice to be an effective speaker.
- 7. This organization is protecting the rights of disabled children.
- 8. His great-grandfather has royal blood.
- 9. My sister gets along with her brother-in-law.
- 10. Sheila gets on my nerves a lot.

S

- 1. We obtained permission to enter the building.
- 2. A business is being operated on that street.
- 3. Some money has been transferred without my knowledge.
- 4. A hundred dollars was withdrawn from my account.
- 5. The promotion of the new manager was being protested.

- 6. A new phone that not many people use was launched.
- 7. A lot of us hate being confined in the hospital.
- 8. She doesn't remember being abandoned as a kid.
- 9. Nobody actually wanted him to be elected.
- 10. A new building across the road is being constructed.

## Student-led Minimal Pair Column Drill

Read one word from column A or B, and then let the teacher tell you which column it is from.

A

B

1. whole hole

2. customer costume

lamb 3. lamp

### Student-led Minimal Pair Column Drill

Read one word from column A or B, and then let the teacher tell you which column it is from.

A

B

1. coffee toffee

2. leave live

3. personnel personal

- 1. A candle was brought into the room.
- 2. A screw was brought into the room.
- 3. A hook was brought into the room.
- 4. A hook was thrown into the room.
- 5. A hook was thrown into the ocean.
- 6. A net was thrown into the ocean.
- 7. A net was thrown into the lake.
- 8. A tank was thrown into the lake.

- 1. Mum let me down. Repeat.
- 2. Mum let me down. Add: and dad.
- 3. Mum let me and dad down. Add: earlier.
- 4. Mum let me and dad down earlier. Add: this morning.
- 5. Mum let me and dad down earlier this morning. Add: after breakfast.

- 1. The prisoner was confined. Repeat.
- 2. The prisoner was confined. Add: and murderer.
- 3. The prisoner and murderer were confined. Add: in the cell.
- 4. The prisoner and murderer were confined in the cell. Add: in the morning.
- 5. The prisoner and murderer were confined in the cell in the morning. Add: today.

- 1. One straw is needed on the table. Repeat.
- 2. One straw is needed on the table. Change: tablet.
- 3. One tablet is needed on the table. Change: required.
- 4. One tablet is required on the table. Change: kit.
- 5. One kit is required on the table. Change: corridor.
- 6. One kit is required on the corridor. Change: ladder.
- 7. One ladder is required on the corridor. Change: for.
- 8. One ladder is required for the corridor. Change: was.

- 1. Shannon gets on Jon's nerves. Add: doesn't.
- 2. The principal had a change of heart. Change: teacher.
- 3. His decisions are firm. Add: not.
- 4. I am a visual learner. Change: we.
- 5. The disabled man passed by. Change: woman.
- 6. We saw the royal family. Change: they.
- 7. I was a junior at work last year. Change: she.
- 8. We had an intellectual conversation. Change: discussion.

# **Advanced Single-slot Substitution Drill**

Listen to the teacher and follow the instructions.

- 1. The government constructed a new school. Repeat.
- 2. Change: foundation.
- 3. Change: clinic.
- 4. Change: school.
- 5. Change: abandoned.
- 6. Change: old.
- 7. Change: building.

# **Basic Multiple-slot Substitution Drill**

Listen to the teacher and repeat the sentences.

- 1. The freezer in the kitchen was stolen.
- 2. The wire in the garage was stolen.
- 3. The wire on the post was stolen.
- 4. The candle on the table was stolen.
- 5. The tablet on the table was taken.
- 6. The tablet in the kit was taken.
- 7. The screw in the kit was replaced.

# **Intermediate Single-slot Substitution Drill**

Listen to the teacher and follow the instructions.

- 1. His firm mouth is her dearest part of him. Repeat.
- 2. His firm mouth is her dearest part of him. Change: beloved.
- 3. His firm mouth is her beloved part of him. Change: heart.
- 4. His firm heart is her beloved part of him. Change: brave.
- 5. His brave heart is her beloved part of him. Change: aspect.
- 6. His brave heart is her beloved aspect of him. Change: our.
- 7. His brave heart is our beloved aspect of him. Change: favorite.
- 8. His brave heart is our favorite aspect of him. Change: her.

- 1. Do you proceed in doing something when you don't understand?
- 2. Can you obtain information from the internet?
- 3. Is it easy to operate a ship?
- 4. Did you transfer schools when you were studying?
- 5. Have you withdrawn from an English class before?

#### **Word Stress Drill**

Listen to the teacher and repeat the words.

- 1. enterprise
- 2. criticism
- 3. ceremony
- 4. garage
- 5. personality
- 6. disabled
- 7. operation

- 1. The old freezer is being emptied of its contents.
- 2. He doesn't like to let his father down.
- 3. He got rejected by the girl he likes.
- 4. The corridor has been blocked.
- 5. My mother had a change of heart when she saw my dad sick.
- 6. The process has to proceed.
- 7. This organization is protecting the rights of disabled children.

Please refer to the definition file.

R.E.M.S METHOD

\$4

S











#### More Use of the Passive Voice 2

# **Passive Voice**

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Another use of the passive voice is when the doer of the action is not important.

We use it when we want to focus our attention to the person or thing affected by the action.

For example,

A survey about restaurants was done.

Tax has always been considered an issue.

His school requirements are being reviewed.

- 1. Our company conducted a survey on our new products.
- 2. Our tax payment is calculated every year.
- 3. Finishing all the requirements is demanded to get into the club.
- 4. His feedback was needed to complete the report.
- 5. A fund was raised to help poor children.
- 6. Admission to that school has become a competition.

- 7. Child welfare has been neglected in this city.
- 8. Democracy had been fought for.
- 9. A critic was not required to do this job.
- 10. His recovery was assisted by very good doctors.
- 11. Product satisfaction has to be promoted.
- 12. His capacity to deal with business was tested.

- 1. A survey was created to improve product quality. Change: surveys.
- 2. Tax exemption should be permitted. Add: not.
- 3. His requirements were reduced. Change: their.
- 4. Our feedback was neglected. Change: noticed.
- 5. The building fund was stolen. Change: hidden.
- 6. A college admission test was made last year. Change: high school.
- 7. Government welfare services are usually abused. Change: programs.
- 8. This country's democracy is being challenged. Change: his.

- 1. Critics have to be evaluated too. Repeat.
- 2. Critics have to be evaluated too. Transform: past simple.
- 3. My recovery was aided by good food and rest. Repeat.
- 4. My recovery was aided by good food and rest. Transform: future simple.
- 5. He told me work satisfaction had to be achieved. Repeat.
- 6. He told me work satisfaction had to be achieved. Transform: present simple.
- 7. A person's capacity to learn can be developed. Repeat.
- 8. A person's capacity to learn can be developed. Transform: future simple.

- 9. He collected taxes for years. Repeat.
- 10. He collected taxes for years. Transform: passive voice.
- 11. They gave the institution enough funds. Repeat.
- 12. They gave the institution enough funds. Transform: passive voice.
- 13. The country was led with democracy. Repeat.
- 14. The country was led with democracy. Transform: active voice.
- 15. They made my recovery quick. Repeat.
- 16. They made my recovery quick. Transform: passive voice.

- 1. A household survey was taken. Repeat.
- 2. A household survey was taken. Change: tax, charged.
- 3. A household tax was charged. Change: requirement, implemented.
- 4. A household requirement was implemented. Change: business, needed.
- 5. A business requirement was needed. Change: critic, employed.
- 6. A business critic was employed. Change: food, fired.
- 7. A food critic was fired. Change: the, re-employed.

# Intermediate Single-slot Substitution Drill

Listen to the teacher and follow the instructions.

- 1. The child's recovery from an illness has been made easy. Repeat.
- 2. The child's recovery from an illness has been made easy. Change: fall.
- 3. The child's recovery from a fall has been made easy. Change: difficult.
- 4. The child's recovery from a fall has been made difficult. Change: man.
- 5. The man's recovery from a fall has been made difficult. Change: accident.
- 6. The man's recovery from an accident has been made difficult. Change: my.
- 7. My recovery from an accident has been made difficult. Change: flu.
- 8. My recovery from the flu has been made difficult. Change: was.

# **Basic Single-slot Substitution Drill**

Listen to the teacher and repeat the sentences.

- 1. Their feedback is not demanded.
- 2. Their satisfaction is not demanded.
- 3. Their satisfaction is not considered.
- 4. Their welfare is not considered.
- 5. Their capacity is not considered.
- 6. Their capacity is not checked.
- 7. Our capacity is not checked.
- 8. Our admission is not checked.

- 1. The survey they made was validated.
- 2. The requirements they made were controlled.
- 3. The fund they requested was controlled.
- 4. The fund they offered was accepted.
- 5. The feedback they gave was criticized.
- 6. The capacity they had was doubled.
- 7. The recovery they made was approved.

- 1. Democracy was approved.
- 2. Democracy was approved last week.
- 3. Democracy was approved last week after the meeting.
- 4. Democracy was approved last week after the joint meeting.
- 5. Democracy was approved last week after the joint presidential meeting.

Please refer to the definition file.



- 1. He is a so-called food expert.
- 2. He is very obvious when he is angry.
- 3. They like having academic discussions.
- 4. It is a nuisance to go down the stairs to use the toilet.
- 5. We are professionals when we work.
- 6. I am a consumer of tea and coffee.
- 7. My folks like drinking a lot.
- 8. You need patience to deal with small children.
- 9. We get butterflies in our stomachs when we go to job interviews.
- 10. I lost track of time while watching TV.
- 11. That look tells me you are up to something.

# **Intermediate Sentence Expansion Drill**

Listen to the teacher and follow the instructions.

- 1. He is a so-called professional.
- 2. He is a so-called professional. Add: and I.
- 3. He and I are so-called professionals. Add: chefs.
- 4. He and I are so-called professional chefs. Add: in our city.
- 5. He and I are so-called professional chefs in our city. Add: on the weekend.

# **Intermediate Multiple-slot Substitution Drill**

Listen to the teacher and follow the instructions.

- 1. I lose track of time when I'm reading academic books. Repeat.
- 2. I lose track of time when I'm reading academic books. Change: lost, was.
- 3. I lost track of time when I was reading academic books. Change: we, papers.
- 4. We lost track of time when we were reading academic papers. Change: up to something, looking for.
- 5. We were up to something when we were looking for academic papers. Change: he, while.
- 6. He was up to something while we were looking for academic papers. Change: they, articles.
- 7. He was up to something while they were looking for academic articles. Change: unhelpful, I.

- 1. Those folks are big meat consumers.
- 2. Those folks are big cheese consumers.
- 3. These folks are big cheese consumers.
- 4. These folks were big cheese consumers.
- 5. These people were big cheese consumers.
- 6. These people were big rice consumers.
- 7. These people were not big rice consumers.
- 8. This country was not a big rice consumer.

- 1. I lack patience when I'm hungry at work.
- 2. I lack patience when I'm hungry at school.
- 3. I lack patience when I have butterflies in my stomach.
- 4. I lack confidence when I have butterflies in my stomach.
- 5. I get nervous when I have butterflies in my stomach.
- 6. She gets nervous when she has butterflies in her stomach.
- 7. We get nervous when we have butterflies in our stomachs.

- 1. He is a consumer.
- 2. He is a vegetable consumer.
- 3. He is a vegetable and fruit consumer.
- 4. He is an obvious vegetable and fruit consumer.
- 5. He is an obvious vegetable, fruit, and meat consumer.

- 1. We are consumers of coffee. Repeat.
- 2. We are consumers of coffee. Add: tea.
- 3. We are consumers of coffee and tea. Change: they.
- 4. They are consumers of coffee and tea. Change: buyers.
- 5. They are buyers of coffee and tea. Transform: who.
- 6. They are buyers of coffee and tea. Transform: not.

- 1. My folks like drinking.
- 2. My folks like drinking after work.
- 3. My folks like drinking coffee after work.
- 4. My folks and boss like drinking coffee after work.
- 5. My folks and boss like drinking coffee and wine after work.
- 6. My folks and boss like drinking coffee and wine near the office after work.