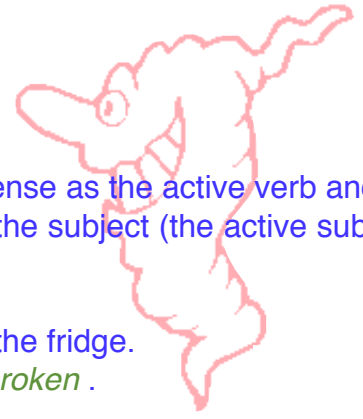


THE PASSIVE VOICE



1 FORM

Put the verb "to be" (colloquially often "to get") into exactly the same tense as the active verb and add the past participle of that verb instead. The direct object becomes the subject (the active subject becomes the "agent" and is introduced by "by" – if necessary):

ex. We *kept* the butter in the fridge. → The butter *was kept* in the fridge.
They *have broken* the window. → The window *has been broken*.

– **continuous** : the same!

ex. They *are repairing* the bridge. → The bridge *is being repaired*.
They *were discussing* a difficult subject. → A difficult subject *was being discussed*.

– **infinitive** : use passive infinitive – present or past (=be + p.p / have been + p.p.)

ex. You *should close* these doors. → These doors *should be closed*.
They *should / ought to have told* us. → We *should / ought to have been told*.

– **want sb to do sth** → **want sth to be done** (in the same way: like, love, hate, wish, expect, would like)

ex. She wants *sb to take photographs*. → She wants *photographs to be taken*.
He wants *sb to build the house*. → He wants *the house to be built*.

– **agree, determine, decide, urge, advise, beg, demand, order, recommend, suggest, insist** :
" **that ... should be done** "

ex. He urged (me) *to buy* this. → He urged *that this should be bought*.
[I was urged to buy this]
They insisted *on wearing* jeans. → They insisted *that jeans should be worn*.

[In American English quite often, and sometimes in British, only infinitive: "He insisted that this be brought to him. / They decided that the park be built. / It was ordered that the man be arrested.]

– **remember** :

ex. I remember *them taking me* to the zoo. → I remember *being taken* to the zoo.

2 USE

a) When it is not necessary to mention the doer of an action, because it's obvious who it is:

ex. The rubbish *hasn't been collected* yet. / Your hand *will be X-rayed*.

b) When the subject would be impersonal : "people, you, one, someone, they"

c) With verbs of saying and thinking: "It *is considered* bad to do this. / Two people *were reported* to have been killed in the accident. / It *has always been understood* that you have to pay me back. / They *were known to be* wild kids. / It *was widely supposed* that they would split up soon. / He *is thought to have* information for the secret service." etc.