

## Teaching Tips

### GRAMMAR RULES

- **Active and Passive sentences usually mean the same but with a different focus.**

Active: Janice played the piano at the recital. (*Janice is the focus*)

Passive: The piano **was played** by Janice at the recital. (*The piano is the focus.*)

- **Form the passive voice with the form of the verb be + the past participle.**

The story **was written** by a famous author.

The cookies **were baked** in the oven.

- **Use the passive voice when it is not important or when you do not know who the person or thing doing the action (agent) is.**

The company **was founded** in 1945. (*I don't know who founded it.*)

- **Use the passive voice when you want to avoid mentioning the agent.**

A few errors **were made**. (*I don't know who made the errors.*)

- **Use the passive voice with 'by' when you want to mention the agent.**

The story book **was written** by a well-known children's author.

- **Mention the agent.**

✓ Use the agent is the name of someone such as an artist, writer or inventor who creates something.

The telephone **was invented** by Alexander Graham Bell.

The time (e.g. Yesterday) is usually at the end of the sentence.

## Exercise 1

Look at the following passive voice sentences made with the key words. You will notice that the past participle 'swept' does not change. Only the form of the verb **to be** changes.

Key words: Mum / sweep / floor

The floor is **swept** by mum every day. (*Present simple*)

The floor is being **swept** by mum right now. (*Present continuous*)

The floor was **swept** by mum yesterday. (*Past simple*)

The floor will be **swept** by mum later. (*Future*)

Using the key words below, write sentences in passive voice with the correct tense. Put the time (e.g. yesterday) at the end of each sentence.

1. Dad / wash / car (at 7 p.m. yesterday)

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2. Robbers / steal / jewels (yesterday)

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3. technician / repair / car (now)

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4. children / eat / sweets (last night)

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5. Most people / speak / English / in Singapore

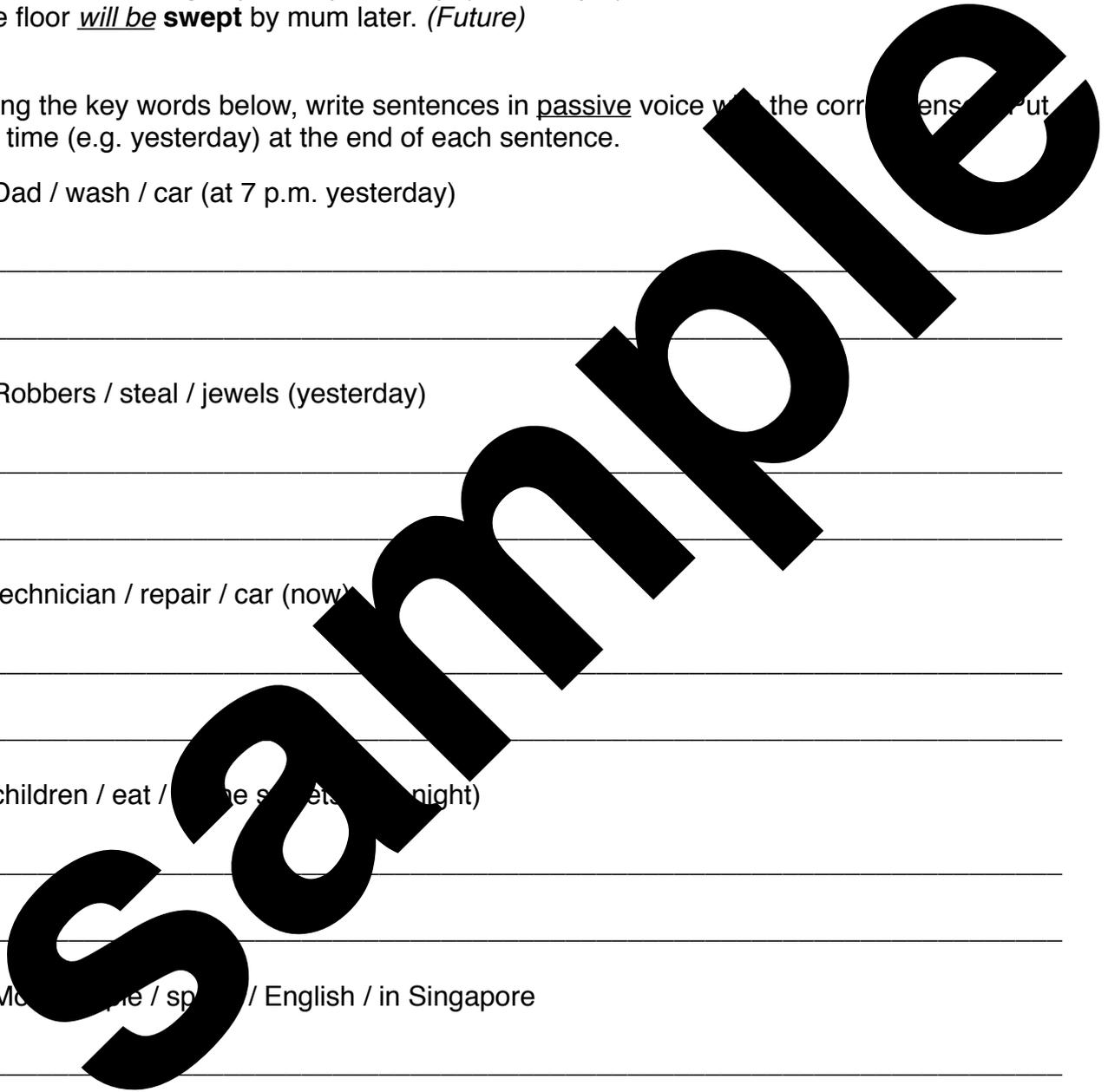
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6. Miss Pang / hand out / our exam papers (later)

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**Exercise 11**

Complete the following text using the correct form of the verbs in brackets.

**Natural Disasters**

Natural disasters cannot \_\_\_\_\_ (avoid) but preventing global warming from increasing further \_\_\_\_\_ (be) something we can do for the sake of future generations.

Scientists \_\_\_\_\_ (conclude) that because of the \_\_\_\_\_ increase in global temperatures, some countries \_\_\_\_\_ (expect) serious hurricanes, floods and earthquakes.

For decades, \_\_\_\_\_ (burn) \_\_\_\_\_ in vehicles and power plants, cutting down forests and incinerating non-biodegradable items \_\_\_\_\_ (add) more carbon dioxide to the environment. Nitrous oxide and three other fluorinated industrial gases have also been \_\_\_\_\_ (contribute) by human activities. These cover the earth's surface \_\_\_\_\_ (cause) it to trap more heat. As air pollution \_\_\_\_\_ (remain) in the atmosphere for many years, temperatures \_\_\_\_\_ (continue) to climb steadily for the foreseeable future.

Everyone can help to \_\_\_\_\_ (save) the earth by reducing, reusing and recycling things. By using alternatives like \_\_\_\_\_ (renewable) energy such as wind, solar and water, we can cut down the emissions of heat-trapping gases \_\_\_\_\_ (release) into the environment. Biodegradable items like plastic bags and foam boxes can be reused. Items like paper, cans and electronic parts can \_\_\_\_\_ (recycle).

As long as each individual \_\_\_\_\_ (do) his bit of work in taking up the responsibility to prevent global warming, we will definitely be able to save the earth and foster a closer and stronger relationship with one another.

## Exercise 1 - Answers

Look at the following passive voice sentences made with the key words. You will notice that the past participle 'swept' does not change. Only the form of the verb **to be** changes.

Key words: Mum / sweep / floor

The floor is swept by mum every day. (*Present simple*)

The floor is being swept by mum right now. (*Present continuous*)

The floor was swept by mum yesterday. (*Past simple*)

The floor will be swept by mum later. (*Future*)

Using the key words below, write sentences in passive voice with the correct tense. Put the time (e.g. yesterday) at the end of each sentence.

1. Dad / wash / car (at 7 p.m. yesterday)

The car was washed by my dad at 7 p.m. yesterday.

2. Robbers / steal / jewels (yesterday)

The jewels were stolen by robbers yesterday.

3. technician / repair / car (now)

The car is being repaired by the technician now.

4. children / eat / all the sweets (last night)

All the sweets were eaten by the children last night.

5. Most people / speak / English / in Singapore

English is spoken by most people in Singapore. / In Singapore, English is spoken by most people.

6. Miss Pang / hand out / our exam papers (later)

Our exam papers will be handed out by Miss Pang later.

**Exercise 11 - Answers**

Complete the following text using the correct form of the verbs in brackets.

**Natural Disasters**

Natural disasters cannot be avoided (avoid) but preventing global warming from increasing further is (be) something we can do for the sake of future generations.

Scientists conclude (conclude) that because of the gradual increase in global temperatures, some countries experience (experience) more severe hurricanes, floods and earthquakes.

For decades, burning (burn) fuels in vehicles and power plants, cutting down forests and incinerating non-biodegradable items add (add) more carbon dioxide to the environment.

Nitrous oxide and three other fluorinated greenhouse gases have also been contributed by human activities. These cover the earth's surface, causing (cause) it to trap more heat. As air pollution can remain in the atmosphere for many years, temperatures continue (continue) to climb steadily for the foreseeable future.

Everyone can help save the planet by reducing, reusing and recycling things. By using alternative natural energy such as wind, solar and water, we can cut down the emission of greenhouse gases released (release) into the environment. Non-biodegradable items like plastic bags and foam boxes can be reused. Items like paper, cans and electronic parts can be recycled (recycle).

As long as each individual does (do) his bit of work in taking up the responsibility to prevent global warming, we will definitely be able to save the earth and foster a closer and stronger relationship with one another.