 Province of the

EASTERN CAPE

EDUCATION

**DIRECTORATE SENIOR CURRICULUM MANAGEMENT (SEN-FET)**

**HOME SCHOOLING SELF-STUDY WORKSHEET**

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| **SUBJECT** | English FAL | **GRADE** | 12 | **DATE** | 01.04.2020 |
| **TOPIC** | Active and Passive Voice | **TERM 1****REVISION** | (Please tick)√ | **TERM 2 CONTENT** | (Please tick) |
| **TIME ALLOCATION** | 50 Minutes |  **TIPS TO KEEP HEALTHY** 1. **WASH YOUR HANDS** thoroughly with soap and water for at least 20 seconds. Alternatively, use hand sanitizer with an alcohol content of at least 60%.2. **PRACTICE SOCIAL DISTANCING** – keep a distance of 1m away from other people.3. **PRACTISE GOOD RESPIRATORY HYGIENE**: cough or sneeze into your elbow or tissue and dispose of the tissue immediately after use.4. **TRY NOT TO TOUCH YOUR FACE.** The virus can be transferred from your hands to your nose, mouth and eyes. It can then enter your body and make you sick. 5. **STAY AT HOME.**  |
| **INSTRUCTIONS** | * On the following pages there are notes on Active and Passive voice and Practice Activities.
* Read the **NOTES ON CONTENT** at the top carefully to assist you with the general approach to questions.
* Answer all the questions.
* Mark your answers for ALL of the questions.
 |

 **Notes on content**

**Active and passive voice**

In the Active Voice the **Subject** of the sentence **does the action.**

In the Passive Voice the **Object becomes** the **Subject** and is **having the action done to it.**

 **Remember:**

A sentence consists of 3 parts, namely:-The **subject**, the **verb** and the **Object**

|  |  |
| --- | --- |
|   | **The subject –**is the main person/thing that is being spoken about.  |
|   | **The verb –** is the action word/doing word.  |
|   | **Object –** appears after the verb in a sentence, and answers who or what**.**  |



This means that every **Passive Voice sentence** has to have an **auxiliary verb.** Study these two sentences above.

They both say the same thing, but are constructed differently.

**Note:**

* The verb changes its **form**. It is written with a **past participle**.
* The verb always has a form of the verb **“to be /auxiliary verb** in front of it.

**Examples of sentences changed from Active to Passive voice**.

|  |  |  |
| --- | --- | --- |
| **TENSES**  | **ACTIVE VOICE**  | **PASSIVE VOICE**  |
| **Present**  | The child **breaks** the glass.   | The glass **is broken** by the child.  |
| **Past**  | **She** **broke** the glass   | The glass **was broken** by **her**.  |
| **Present continuous**  | The child **is breaking** the glass.   | The glass **is being broken** by the child  |
| **Past continuous**  | The child **was breaking** the glass  | The glass **was being broken** by the child.  |
| **Future**  | The child **will break** the glass.  | The glass **will be broken** by the child.  |



**NOTE :**

* How the **verb** form changes in Passive voice, i.e. The “auxiliary verb” is added in front of the verb.
* Pronouns change from the **subject form** to **object form.**

 **Follow the rules given below to change the following sentences from active voice to passive voice.**

* Firstly identify the **verb** and underline **it.**
* Divide the sentence into: **Subject verb Object**
* Begin your sentence with the **Object.**
* Use the correct **Auxiliary verb** in front of the **verb given.**
* Change the verb given to **Past participle**.

**Example:** Change the following sentences in the active voice to the passive voice.

 **(NB: in the exam you will be asked to rewrite the sentence starting with the object)**

**‘I kicked the ball.’**

I am the subject, the ball

is the object and kicked

is the verb. This is the

**active voice**

.

For the

**passive voice**

,

begin the sentence with

the object

-

the ball. The

sentence becomes:

‘The ball was kicked

by me.’

 **Questions:**

1. Henry is kicking the ball.
2. The man sold three cars.
3. My mother baked two loaves of bread.

**ANSWERS**

|  |  |  |
| --- | --- | --- |
|  |  **PASSIVE VOICE**  | **REASON**  |
| **1**  | The ball **is being kicked** by Henry.  | The Verb **“kicking’** is in present continuous tense therefore it uses the auxiliary verb “**is being”** followed by the past participle of the verb.  |
| **2**  | Three cars **were sold** the man  | The Verb “**sold’** is in **past tense** therefore it uses the auxiliary verb “**were** ‘ followed by the past participle of the verb.  |
| **3**  | Two loaves of bread **were baked** by my mother  | The Verb baked “is in **past tense** therefore it uses the auxiliary verb “**were**’ followed by the past participle of the verb.  |

 



**Individual activity:**

 **Questions**

1.1 Mum is going to prepare the food.

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 1.2. The delegation will meet the visitors at the airport.

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 1.3 All workers will read the memo.

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 1.4 The Chinese discovered acupuncture thousands of years ago.

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 1.5 Has he given you back the book yet?

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