

# ROJGAR WITH ANKIT

## Active and Passive Voice

### PART-3

#### Imperative Sentence

(आदेशात्मक वाक्य)

- \* Subject → you < न तो लिखा जाता है।  
और न ही बोला जाता है।
- \* Positive → V<sub>I</sub> + object + O.W.
- \* Negative → Do not / Never + V<sub>I</sub> + object + O.W.

#### Imperative Sentences

Advice (सलाह)

Request

(निवेदन)

Order (आदेश)

सलाह  
(Advice)

If obj. is given: should be

[obj + should be + V<sub>3</sub> + by + you]

If obj. is not given: you are advised to

#### उदाहरण-

- ⇒ Obey your parents. (A)  
Your parents should be obeyed  
by you. (P)
- ⇒ Work hard. (A)  
You are advised to  
work hard. (P)
- ⇒ Do your work on time. (A)  
Your work should be done  
by you on time. (P)
- ⇒ Be positive. (A)  
You are advised to  
be positive. (P)
- ⇒ Do not waste your time. [Negative]  
Your time should not be wasted by you.

# ROJGAR WITH ANKIT

आदेश  
(Order)

यदि obj. है : Let + Obj. + be + V<sub>3</sub> + by you --

यदि obj. नहीं है : You are ordered to --

उदाहरण-

⇒ Open the window at once.

Let the window be opened by you at once.

⇒ Go.

You are ordered to go.

निवेदन  
(Request)

Obj. है तब भी

Obj. नहीं है, तब भी

} you are requested to --

↳ Kindly  
↳ please

not + to + V<sub>I</sub>

⇒ please do not beat me. (Object given)

You are requested not to beat me.

⇒ please sit here.

You are requested to sit here.

Model Auxiliary

\* Can, Could, would, should, Need, Dare, used to, May, might etc

Active : Sub + M. Aux. + V<sub>I</sub> + Obj. + O.W.

Passive : Obj. + M. Aux. + be + V<sub>3</sub> + by + Obj. + O.W.  
(Sub.)

उदाहरण-

⇒ I can beat you.

You can be beaten by me.

## ROJGAR WITH ANKIT

⇒ You should do this work on time  
This work should be done by you on time.

\* Model Aux. के साथ have आ जाता है - Active में  
तो Passive Voice में have के साथ been आ जाता है।

उदाहरण -

⇒ You should have learnt this chapter. (A)  
This chapter should have been learnt by you. (P)

# SSC GD (ACTIVE & PASSIVE VOICE) WORK SHEET

1. He is eating an apple.

- (a) An apple was eaten by him.
- (b) He was eating an apple.
- (c) An apple is being eaten by him.
- (d) He has been eating an apple.

2. The team won the tournament after weeks of hard work and commitment.

- (a) The tournament was winning by the team after weeks of hard work and commitment.
- (b) The tournament was won by the team after weeks of hard work and commitment.
- (c) The tournament had been won by the team after weeks of hard work and commitment.
- (d) The tournament was being won by the team after weeks of hard work and commitment.

3. The rescue team could have completed the task if there had been uninterrupted power supply.

- (a) The task can have completed by the rescue team if there was uninterrupted power supply.
- (b) The task could have been completed by the rescue team if there had been uninterrupted power supply.
- (c) The task could be completed by the rescue team if there was uninterrupted power supply.
- (d) The task could have to be completed by the rescue team if there was uninterrupted power supply.

4. They built a new house last year.

- (a) A new house was being built by them last year.
- (b) They had been building a new house last year.
- (c) A new house was built by them last year.
- (d) A new house is being built by them last year.

5. The workers will not be satisfied with empty promises.

- (a) Empty promises will not satisfy the workers.
- (b) Empty promises would not satisfy the workers.
- (c) Empty promises do not satisfy the workers.
- (d) Empty promises cannot satisfy the workers.

6. Take these two pills with warm water.

- (a) Warm water should be taken with these two pills.
- (b) You may take these two pills with warm water.
- (c) You are ordered to take these two pills with warm water.
- (d) These two pills should be taken with warm water.

7. Let the fire be kept burning at night.

- (a) You must burn the fire at night.
- (b) The fire should be burnt at night.
- (c) Let the fire burning at night
- (d) Keep the fire burning at night.

8. One can achieve nothing without hard work.

- (a) Nothing is achieved without hard work.
- (b) Nothing will be achieved without hard work
- (c) Nothing has been achieved without hard work.
- (d) Nothing can be achieved without hard work.

9. The book was written by the author over a period of two years.

The author wrote the book over a period of two years.

- (a) The book was written over a period of two years.
- (b) The book was being written by the author over a period of two years.
- (c) The book was written over a period of two years.
- (d) The period of two years was taken by the author to write the book.

# SSC GD (ACTIVE & PASSIVE VOICE) WORK SHEET

10. The test was passed by only a few students.

- (a) Only a few students passed the test.
- (b) The test was not passed by many students.
- (c) Many students did not pass the test.
- (d) Very few students passed the test.

11. You should apply for the job before the deadline.

- (a) You should be applying for the job before the deadline is.
- (b) The job should be applied for before the deadline.
- (c) The job could be applied for after the deadline.
- (d) The deadline should not be crossed for the job application

12. Was the painting stolen by the thief?

- (a) Was the painting being stolen by the thief?
- (b) Did not the thief steal the painting?
- (c) Was the thief not stealing the painting?
- (d) Did the thief steal the painting?

13. The bell is rung by the peon.

- (a) The peon ranged the bell.
- (b) The peon rings the bell.
- (c) The peon has rang the bell.
- (d) The peon rang the bell

14. The meal will have been made ready by the cook by the time you reach the guest house.

- (a) The cook will make the meal ready by the time you reach the guest house.
- (b) The cook have made the meal ready by the time you reach the guest house.
- (c) The cook will have made the meal ready by the time you reach the guest house.

(d) The cook will be making the meal ready by the time you reach the guest house.

15. Grow more trees.

- (a) Let more trees be grown.
- (c) More trees should grow.
- (b) More trees should be growing.
- (d) You should grow more trees.

16. Bhavna saw him carrying your suitcase.

- (a) He was seen by Bhavna carrying your suitcase.
- (b) Your suitcase carried by him was seen by Bhavna.
- (c) He had been seen by Bhavna carrying your suitcase.
- (d) Your suitcase was seen by Bhavna carrying him.

17. He is eating an apple.

- (a) An apple was eaten by him.
- (b) He was eating an apple.
- (c) An apple is being eaten by him.
- (d) He has been eating an apple.

18. The team won the tournament after weeks of hard work and commitment.

- (a) The tournament was winning by the team after weeks of hard work and commitment.
- (b) The tournament was won by the team after weeks of hard work and commitment.
- (c) The tournament had been won by the team after weeks of hard work and commitment.
- (d) The tournament was being won by the team after weeks of hard work and commitment.

19. The rescue team could have completed the task if there had been uninterrupted power supply.

- (a) The task can have completed by the rescue team if there was uninterrupted power supply.

# SSC GD (ACTIVE & PASSIVE VOICE) WORK SHEET

(b) The task could have been completed by the rescue team if there had been uninterrupted power supply.

(c) The task could be completed by the rescue team if there was uninterrupted power supply.

(d) The task could have to be completed by the rescue team if there was uninterrupted power supply.

20. They built a new house last year.

(a) A new house was being built by them last year.

(b) They had been building a new house last year.

(c) A new house was built by them last year.

(d) A new house is being built by them last year.

21. Perumal has given a challenging assignment to the newly admitted students.

(a) A challenging assignment has been given by Perumal to the newly admitted students.

(b) A challenging assignment will have been given by Perumal to the newly admitted students.

(c) A challenging assignment was given by Perumal to the newly admitted students.

(d) A challenging assignment had been given by Perumal to the newly admitted students.

22. The child will recite the poem.

(a) By child poem will be recited.

(b) The poem will be recited by the child.

(c) The poem is recited by the child.

(d) The poem will recite by the child.

23. French is taught to us by Miss Glenn.

(a) Miss Glenn taught us French.

(b) Miss Glenn teach us French.

Miss Glenn teaches us French.

(d) Miss Glenn is teaching us French.

24. The matches are being shown live on Sports TV.

(a) Sports TV is showing the matches live.

(b) Sports TV may be showing the matches live.

(c) Sports TV will be showing the matches live.

(d) Sports TV can be showing the matches live.

25. The chef prepares the food in the kitchen.

(a) The food will be prepared by the chef in the kitchen.

(b) The food prepares by the chef in the kitchen.

(c) The food is preparing by the chef in the kitchen.

(d) The food is prepared by the chef in the kitchen.

26. The Governor of the state inaugurated the exhibition in a grand way.

(a) The exhibition had been inaugurated by the Governor of the state in a grand way.

(b) The exhibition inaugurated by the Governor of the state in a grand way.

(c) The exhibition has been inaugurated by the Governor of the state in a grand way.

(d) The exhibition was inaugurated by the Governor of the state in a grand way.

27. The work will be finished by the mason within a short time. SSC CHSL 03/08/2023 (1st Shift)

(a) The mason will be finishing the work within a short time.

(b) The mason would have finish the work within a short time.

(c) The mason would finish the work within a short time.

(d) The mason will finish the work within a short time.

# SSC GD (ACTIVE & PASSIVE VOICE) WORK SHEET

## Answer key.

1	c	11	b	21	a
2	b	12	d	22	b
3	b	13	b	23	c
4	c	14	c	24	a
5	a	15	a	25	d
6	d	16	a	26	d
7	d	17	c	27	d
8	d	18	b		
9	a	19	b		
10	a	20	c		



# WORK SHEET ACTIVE & PASSIVE VOICE

## 1. Open the door.

- (1) The door must be opened.
- (2) The door will be opened.
- (3) The door is opened.
- (4) Let the door be opened.

## 2. I did not trust anybody.

- (1) Nobody was trusted by me.
- (2) Anybody had been trusted by me.
- (3) Nobody would be trusted by me.
- (4) Nobody has been trusted by me.

## 3. Did he remember the date and time?

- (1) Are the date and time remembered by him?
- (2) Was he remembering the date and time?
- (3) Were the date and time remembered by him?
- (4) Did the date and time be remembered by him?

## 4. The boys were digging a hole in the ground.

- (1) A hole had been dug in the ground by the boys.
- (2) In the ground, the boys dug a hole.
- (3) A hole in the ground has been dug by the boys.
- (4) A hole was being dug by the boys in the ground.

## 5. We must now deal with these problems.

- (1) These problems must now be dealt with by us.
- (2) These problems must now be dealing with by us.
- (3) These problems must now deal with by us.
- (4) These problems are to be dealt with by us.

## 6. The audience loudly cheered the leader's speech.

- (1) The leader's speech was loudly cheered by the audience.
- (2) The leader's speech is loudly cheered by the audience there.
- (3) The audience loudly cheered the leader for his speech.

(4) The speech of the leader was loudly cheered by the audience.

## 7. Someone is following us.

- (1) We are followed (by someone).
- (2) We are being followed (by someone).
- (3) We were being followed (by someone).
- (4) We had been followed (by someone).

## 8. He hasn't slept in his bed.

- (1) His bed hasn't been slept in.
- (2) He had not been slept in his bed.
- (3) His bed had been slept in.
- (4) His bed had not been slept in.

## 9. I was recommended another lawyer.

- (1) Somebody recommended another lawyer.
- (2) Somebody recommended me to another lawyer.
- (3) Somebody recommended me another lawyer.
- (4) Somebody recommends me another lawyer.

## 10. Many a person has been saved from the man-eaters by these hunters.

- (1) These hunters will save many a person from the man eaters
- (2) These hunters save many a person from the man-eaters
- (3) These hunters saved many a person from the man-caters
- (4) These hunters have saved many a person from the man eaters

## 11. Must we cut this tree?

- (1) Must this tree will cut? (3) Must this tree was cut?
- (2) Must this tree be cut?

## 12. You will be well looked after.

- (d) Must this tree is cut?
- (1) They will look after you well.
- (2) They can look after you well.
- (3) They may look after you well.
- (4) They shall look after you well.

## 13. Didn't they tell you to be here by six O' clock?

- (1) Weren't you told to be here by six O' clock?

# WORK SHEET ACTIVE & PASSIVE VOICE

- (2) Haven't they told you to be here by six O'clock?
- (3) You were expected to be here by six O'clock
- (4) They expected you to be here by six O'clock
14. Don't touch this switch.
- (1) This switch does not be touched.
- (2) This switch must not be touched.
- (3) This switch don't be touched.
- (4) This switch need not be touched.
15. One cannot gather grapes from thistles.
- (1) Thistles cannot be gathered from grapes.
- (2) Grapes cannot be gathered from thistles.
- (3) Grapes and thistles cannot be gathered by one.
- (4) Grapes cannot be gathered by them.
16. They will have completed the work by the time we get there.
- (1) The work will have been completed by the time we get. (2) The work will have been completed by the time we get there.
- (3) The work will have completed by the time we get there.
- (4) The work will have been completed by the time we have got there.
17. You will have to pull down this sky-scraper as you have not complied with the town planning regulations.
- (1) This sky-scraper will have to be pulled down as the town planning regulations have not been complied with.
- (2) This sky-scraper will have to be pulled down by you as the town planning regulations have not been complied by you.
- (3) This sky-scraper will have to be pulled down by you as the town planning regulations have not been complied by you.
- (4) This sky-scraper will have to be pulled down as the town planning regulations have not been complied.
18. He has written a poem which fascinates everyone.
- (1) A poem has been written by him which fascinates everyone.
- (2) Everyone is fascinated by the poem which has been written by him.
- (3) Poem written by him fascinates everyone.
- (4) Every one fascinates the poem which is written by him.
19. Will those happy days be ever forgotten by me?
- (1) Will I ever forget those happy days? (2) Shall I ever forgot these happy days?
- (3) Would I forget these' happy days ?
- (4) Ever shall I forget those happy days?
20. You are requested to permit him.
- (1) Please permit him.
- (2) I request you to permit me.
- (3) He requests to perimit him.
- (4) I plead you to permit him.
21. The fur coats were imported from Sweden by us.
- (1) Sweden imported the fur coats
- (2) Sweden was imported the fur coats.
- (3) We imported the fur coats from Sweden.
- (4) We had imported the fur coats from Sweden.
22. We understand that he opposes our views.
- (1) It is understood by us that he opposes our views.
- (2) That he opposes our views, is understood by us.
- (3) That our views are opposed is understood by us.
- (4) Our views are opposed, that is understood by us.
23. Decisions must be taken.
- (1) Decisions should be taken.
- (2) We must take decisions.
- (3) It is good to take decisions.
- (4) We should take decisions.
24. You can all buy your tickets at this counter.
- (1) All your tickets can be bought at this counter by you.

# WORK SHEET ACTIVE & PASSIVE VOICE

(2) Your ticket can be bought at this counter by you.

(3) All tickets are bought by you at this counter.

(4) Your tickets can be bought by all of you at this counter.

25. Room was cleaned.

(1) The cleaner cleaned the room.

(2) The room should be cleaned.

(3) I cleaned the room.

(4) Someone cleaned the room.

1	(4)	2.	(1)	3.	(3)	4.	(4)	5.	(1)	6.	(1)
7.	(2)	8.	(1)	9.	(3)	10.	(4)	11.	(2)	12.	(1)
13.	(1)	14.	(4)	15.	(2)	16.	(2)	17.	(1)	18.	(1)
19.	(1)	20.	(1)	21.	(3)	22.	(1)	23.	(2)	24.	(4)
25.	(4)	26.		27.		28.		29.		30.	

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# WORK SHEET ACTIVE & PASSIVE VOICE

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13.	(1)	14.	(4)	15.	(2)	16.	(2)	17.	(1)	18.	(1)
19.	(1)	20.	(1)	21.	(3)	22.	(1)	23.	(2)	24.	(4)
25.	(4)	26.		27.		28.		29.		30.	

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