

Grammar Notes - Passive Voice



تم تحميل هذا الملف من موقع المناهج الإماراتية

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تاريخ إضافة الملف على موقع المناهج: 2026-06-11 17:13:23

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المزيد من مادة
لغة انجليزية:

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التواصل الاجتماعي حسب الصف الثاني عشر المتقدم



صفحة المناهج
الإماراتية على
فيسبوك

الرياضيات

اللغة الانجليزية

اللغة العربية

التربية الاسلامية

المواد على تلغرام

المزيد من الملفات بحسب الصف الثاني عشر المتقدم والمادة لغة انجليزية في الفصل الثالث

Reported Speech - Rules and Exercises

1

Reading Practice: Kidfluencers: Growing up online

2

Subject-Verb Agreement قواعد ملخص

3

Reading Practice: Personality and Health

4

General Exercises العامة التمارين من مجموعة

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GRAMMAR NOTES - PASSIVE VOICE



WHAT IS THE PASSIVE VOICE?

The passive voice is used when the focus is on the action and **NOT** on the person who does it.

FORMULA

Object (New Subject) + **be** (in the correct tense) + Past Participle



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PASSIVE VOICE - TENSES

TENSE	BE	PAST PARTICIPLE	EXAMPLE
Present Simple	am / is / are	V ₃	The book is written every year.
Present Continuous	am / is / are being	V ₃	The house is being built now.
Past Simple	was / were	V ₃	The letter was written yesterday.
Past Continuous	was / were being	V ₃	The road was being repaired.
Present Perfect	has / have been	V ₃	The work has been finished.
Past Perfect	had been	V ₃	The report had been sent before he left.
Future Simple	will be	V ₃	The meeting will be held tomorrow.
Future Perfect	will have been	V ₃	The project will have been completed.

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WHEN DO WE USE PASSIVE?

- ★ When the doer is unknown.
My bike was stolen.
- ★ When the doer is obvious or not important.
The tea is served in cups.
- ★ When we want to be polite or formal.
You are requested to fill in the form.
- ★ In news, reports and official writing.
Three people were injured in the accident.



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BY + AGENT (THE DOER)

- We use **by + agent** when we want to mention who does the action.
- The book was written **by J.K. Rowling**.
- The house is being built **by the workers**.
- The report has been sent **by the manager**.

We can omit the agent when it is not important.
The book was **written**.



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IMPORTANT NOTES

- ✓ The past participle (V₃) is used in all passive forms.
- ✓ Some verbs have two objects. The object that is more important becomes the subject in passive.
Active: They gave me a gift.
Passive: A gift was given to me.
- ✓ With modal verbs, use: modal + be + V₃.
The work should be finished on time.
- ✓ With phrasal verbs, the particle stays with the verb.
Active: They turned off the lights.
Passive: The lights were turned off.
- ✓ Not all verbs are used in passive.
(e.g., love, know, want, belong to ...)



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ACTIVE vs PASSIVE

	ACTIVE VOICE		PASSIVE VOICE
	Alex writes a letter.	→	A letter is written by Alex.
	The chef is cooking dinner.	→	Dinner is being cooked by the chef.
	They delivered the parcels yesterday.	→	The parcels were delivered yesterday.
	The teacher has explained the lesson.	→	The lesson has been explained by the teacher.
	They will fix the car tomorrow.	→	The car will be fixed tomorrow.

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COMMON PASSIVE BUTTONS (QUICK REFERENCE)

need

needs to be done
The report needs to be done.

have to / must

has to be done
This work has to be finished.

should

should be done
Homework should be completed.

can

can be done
It can be solved easily.

may

may be used
This language may be used anywhere.

is said / are thought

is said to be done
He is said to be very kind.

تذكر

Past Participle
هو الشكل الثالث
للافعال (الفعل
التصريف الثالث)

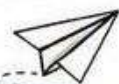
7

EXTRA EXAMPLES

- ★ The movie is watched by millions of people.
- ★ Mistakes are made by everyone.
- ★ The winning goal was scored in the last minute.
- ★ The room is cleaned every day.
- ★ Many trees are planted each year.
- ★ English is spoken all over the world.
- ★ The documents have been signed.
- ★ The cake will be baked by my sister.
- ★ The message had been received.

REMEMBER:

FOCUS ON THE ACTION,
NOT THE DOER.



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