

ACTIVE VOICE & PASSIVE VOICE

Passive Voice Tense में 8 टैसों की **Passive Voice** बनती है। जिसमें से 4 टैसों की **Passive Voice** नहीं बनती है। ये निम्न प्रकार है।

1. **Present Perfect Continuous**
2. **Past Perfect Continuous**
3. **Future Perfect Continuous**
4. **Future Continuous**

I Passive Voice Tense:- में **Active Voice** के **Obj** को **Sub** में चेंज तथा **Sub** को **Obj** में चेंज करते है। इसके बाद **Preposition By** का प्रयोग **Main Verb** की **V₃** लगाने के बाद करते है।

2 Passive Voice में **Be** की कोई **Main Verb** की **V₃ Form (Is/Are/ Am/ Was/Were/ Be/Been/ Being** प्रयोग करके **V₃** लगाते है। | (**Obj + H.V. +V₃ +By+ Sub.**)

Indefinite Tense Create Rules:- **Passive Voice** में **Main Verb** की **V₃** से पहले **Present Indefinite Tense** को **Is/are /Am/ And Past Indefinite** को **Was/Were/**, **Future Indefinite** को **Will be/Shall be/** और **Modal Tense** को **Modal (Should Would etc) + be** का प्रयोग **Passive Voice Tense** के **Subj** के अनुसार होगा।

Changes the Indefinite Tense Rule:-

| Indefinite Tense | Active Voice | Passive |
|------------------|-------------------------------------|---|
| Simple Present | Sub+V ₁ s, es + Ob | Ob+ is/are/am/V ₃ +by+Sub. |
| Simple Past | Sub+V ₂ + Ob | Ob+ was/were/V ₃ +by+Sub. |
| Simple Future | Sub+ Will/Shall+V ₁ + Ob | Ob+ will be/shall be /V ₃ +by+Sub. |
| Modal Tense | Sub+ Modal +V ₁ + Ob | Ob+ Modal+be+V ₃ +by+Sub. |

| | |
|--|---|
| Exp: Present Indefinite AV/ PV Hamid buys a book. AV A book is bought by hamid . PV | Exp: Past Indefinite AV/ PV This boy wrote a letter . AV A letter was written by this boy . PV |
| Exp: Future Indefinite AV/ PV They will help me . AV I shall be helped by them . PV | Exp: Modal Indefinite AV/ PV She must sing a song. AV A song must be sung by her . PV |

2 Changes the Continuous Tense Rule:- Passive Voice में Main Verb की V₃ से पहले Present Continuous Tense को Is being/are being /Am being / and Past Continuous को Was being /Were being का प्रयोग Passive Voice Tense के Subj के अनुसार किया जाता है।

Changes the Continuous Tense Rule:-

| Continuous Tense | Active Voice | Passive |
|--------------------|---|--|
| Present Continuous | Sub+ is/are/ am/V _{1 ing} + Ob | Ob+ is/are/am/+being+V ₃ +by+Sub. |
| Past Continuous | Sub+ was/were/V _{1 ing} + Ob | Ob+ was/were/+being+V ₃ +by+Sub. |

| | |
|--|--|
| Exp: Present Continuous AV/ PV I am Singing a song . AV A song is being sung by me . PV | Exp: Past Continuous AV/ PV Rekha was reading a letter . AV A letter was being read by rekha . PV |
|--|--|

Perfect Tense Create Rules:- Passive Voice में Main Verb की V₃ से पहले Present Perfect Tense को Has been/Have been, Past Perfect को Had been and Future Perfect को Will have been /Shall have been और Model Tense को Modal (Should Would etc) + have been का प्रयोग Passive Voice Tense के Subj के अनुसार होगा।

Changes the Perfect Tense Rule:-

| Perfect Tense | Active Voice | Passive |
|-----------------|--|---|
| Present Perfect | Sub+ Has/ Have/V ₃ + Ob | Ob+ has/been/have been+V ₃ +by+Sub. |
| Past Perfect | Sub+ Had /V ₃ + Ob | Ob+ had been +V ₃ + sby+Sub. |
| Future Perfect | Sub+ Will have/ Shall have + V ₃ + Ob | Ob+ Will have been/ Shall have been V ₃ +by+Sub. |
| Modal Perfect | Sub+ Modal + Have+ V ₃ + Ob | Ob+ Modal+ have been+ V ₃ +by+Sub. |

| | |
|--|---|
| Exp: Present Perfect AV/ PV I have done this work. AV This work has been done by me . PV | Exp: Past Perfect AV/ PV I had done this work before morning. AV This work had been done before morning by me . PV |
| Exp: Future Perfect AV/ PV I shall have done my work. AV My work will have been done by me . PV | Exp: Modal Pefect AV/ PV She must have sung a song. AV A song must have been sung by her . PV |

| Sub Changes into Obj. Rule:- | | Obj. Changes into Subj. Rule:- | |
|------------------------------|---------------|--------------------------------|--------------|
| Active Voice | Passive Voice | Passive Voice | Active Voice |
| I | By me | me | I |
| She | By her | her | She |
| We | By us | us | We |
| It | By it | it | It |
| you | By you | you | you |
| They | By them | them | They |
| He | By him | him | He |
| Who | By whom | whom | Who |
| | | My | My |

प्रश्नवाचक शब्द (Q.W. Tense) W.H. Family Tense or/ (Has/Have) इन टैंसो में Yes/No Question का Passive Voice बनाकर उसके पहले Interrogative Words जोड़ देते हैं।

Exp: Have You broken the plate ? AV
Has the plate been broken by you ? PV

2 W.H. Family Tense or/ (Q.W.):- (What/ Why/ How/ Who/ Where /When/ Whom/etc.) इन टैंसो के साथ लागू होते हैं। किन्तु Who/or/ Whom से शुरू होने वाले Tense में दोनो Change होते हैं।

Exp: Who Wrote the Ramayana ? AV
By Whom was the Ramayana written ? PV

Exp: Whom have you invited? AV
Who has been invited by you ? PV

Imperative Sentence:- Imperative Sentence की Passive Voice बनाने के लिए Sub के पहले Let का प्रयोग तथा Obj के बाद में Be का प्रयोग करके V₃ लगाते हैं। (Let + Obj. + Be+ V₃ Form)

Imperative Sentence में Mostly (Sub) Hide रहता है। इन टैंसो में Ordered/ requested/ Command/ Entreaty Advice का प्रयोग होता है।

2 Negative Tense में Be से पहले Not का प्रयोग करते हैं।

3 अगर टैंस में Please का प्रयोग हुआ है तो Passive Voice में [You are requested/ You are ordered/ Forbidden etc.+ to + V₁+ Obj.] का प्रयोग होगा।

Modal Sentence में इनका प्रयोग – Obj. Should+ be +V₃ होता है।

4

Exp: Shut the door AV
Let the door be shut PV

Exp: Go away AV
You are ordered to go away PV

Exp: Help the poor AV
The poor should be helped PV

Exp: Open the door AV
Let the door be opened PV

Exp: Don't insult the poor AV
Let the poor not be insulted PV

Exp: Don't ask any question AV
Let no question be asked PV

Exp: Please help me AV
You are requested to help me PV

5 Infinitive Sentence (To+ V1) इनका प्रयोग –

Active Voice :- Sub+ to + V1 + obj. होता है।

Passive Voice :- Obj. + to be + V3 होता है।

I am to do it. AV
It is to be done by me PV

6 Has / Have / Had/ + To+ V1 इनका प्रयोग –

Active Voice :- Sub+ Has/ have /had/ +to + V1 + obj. होता है।

Passive Voice :- Obj. + Has/ have / had/ + to be + V3+ by + Sub. होता है।

You have to choose a dress . AV
A dress has to be chosen by you PV

5

7 Verb – Let/ Bid/ Help/ Make इनका प्रयोग – **Verb/make/ see/ help/ hear/ bid/ please/ etc** के आगे **To Infinitive** होता है। **Passive Voice** में **Verb** से पहले **To** का प्रयोग करते हैं।

She helped him complete the work . AV

He was helped by her to complete the work. PV

Verb- Let / bid/ help/ make का प्रयोग **Active Voice** में **Infinitive To** के बिना होता है। जबकि **g Bid/Help / Make/** का प्रयोग **Passive Voice** में **To** के साथ होता है।

I bade him leave the room. AV

He was bidden to leave the room by me. PV

They must help me finish the work. AV

I must be helped to finish the work. PV

8 Let का प्रयोग **Tense** में अलग अलग हो सकता है। **Passive Voice** में भी उसी प्रकार चेंज होगा।

अनुमति के लिए:—

Let me play. AV

I may be allowed to play. PV

अनुमति के लिए:—

Let him do this work. AV

Let this work be done by him. PV

सलाह के लिए:—

Let us organize a party. AV

A party should be organized. PV

नैतिक सलाह के लिए:—

Let us help the poor. AV

The poor should be helped . PV