

Active and Passive Voice Rules Chart

Structure, Rules, and Pronouns of Voices

Voices Sentence Structure

Rule Structure of Active Voices
Subject + Verb +Object <i>For Example: Rhea wrote a letter</i>
Rule Structure of Passive Voices
Object + Verb (Past Participle) + by Subject <i>For Example: A letter was written by Rhea</i>

Active and Passive Voice Rules for Pronouns

Active Voice Pronouns	Passive Voice Pronouns
I	Me
We	Us
He	His
She	Her
They	Them
You and It	You and It

Active and Passive Voices Rules for Present Tense

Type of Tenses	Active Voices	Passive Voices
Present Indefinite	Subject + V1+s/es + Object [Do/Does (not) +V1]	Object + Is/am/are +V3 +by Subject
Example	<i>Sanya always pays the dinner bills.</i>	<i>The dinner bills are always paid by Sanya.</i>
Present Continuous	Subject + Is/am/are +V1+ing	Object + Is/am/are + being +V3

	+Object	+ by Subject
Example	<i>Bob is drawing the portrait.</i>	<i>The portrait is being drawn by Bob.</i>
Present Perfect	Subject + Has/have +V3 +Object	Object + Has/have + been + V3 +Object
Example	<i>Has she left the apartment?</i>	<i>Has the apartment been left by her?</i>
Present Perfect Continuous	Subject +Has/have + been + V1+ing + since/for + Object [Since - fixed time, For - approximate time]	No Change

Active and Passive Voices Rules for Past Tense

Type of Tenses	Active Voices	Passive Voices
Past Indefinite	Subject + V2 + Object [Did (not) +V1]	Object + was/were +V3 +by Subject
Example	<i>Sanya paid the dinner bills.</i>	<i>The dinner bills were paid by Sanya.</i>
Past Continuous	Subject + was/were +V1+ing +Object	Object + was/were + being +V3 + by Subject
Example	<i>Bob was drawing the portrait.</i>	<i>The portrait was being drawn by Bob.</i>
Present Perfect	Subject + Had +V3 +Object	Object + Had + been + V3 +Object
Example	<i>Had she left the apartment?</i>	<i>Had the apartment been left by her?</i>
Present Perfect Continuous	Subject +Had + been + V1+ing + since/for + Object [Since - fixed time, For - approximate time]	No Change

Active and Passive Voices Rules for Future Tense

Type of Tenses	Active Voices	Passive Voices
Future Indefinite	Subject + Will/Shall + V1 +	Object + Will/shall +be +V3 +by

	Object	Subject
Example	<i>Sanya will pay the dinner bills.</i>	<i>The dinner bills will be paid by Sanya.</i>
Future Perfect	Subject + Will + have +V3 +Object	Object + Will have + been + V3 +Object
Example	<i>She will have left the apartment?</i>	<i>The apartment will have been left by her.</i>
Future Perfect Continuous	Subject +Has/have + been + V1+ing + since/for + Object [Since - fixed time, For - approximate time]	No Change

