

ACTIVE AND PASSIVE VOICE

- Every sentence must have a subject and a verb.
- **Voice** is the form of the verb that tells whether the subject **does** the action or **receives** the action.
- There are two types of voice: **active** and **passive**.

Active voice

A sentence is considered to be in **active voice** when the subject of the sentence **performs the action**.

subject
action
Example: Theresa **swept** the floor.

Passive voice

A sentence is considered to be in the **passive voice** when the subject of the sentence **has an action done to it by someone or something**.

subject
action
Example: The **floor** was **swept** by Theresa.

Writing in the **passive voice** is not as interesting to the reader as writing in the **active voice**. Passive voice raises questions about the authority of the author.

Do you want to sound weak or do you want to have a voice of authority? For example, would a police officer write in his report, "The gun was fired by the suspect," or "The suspect fired the gun,"?

Check for the Voice

1. Locate the **subject** of the sentence.
2. Locate the **verb** in the sentence.
3. Is the **subject** of the sentence doing the action?

YES



Active voice
Ana made the dinner.

NO



Passive voice
The dinner was made by Ana.

You can identify passive sentences because the verb will always be a form of **be**: *is, are, was, were, am, or been*.