

Passive 1 (is done / was done)

A

Study this example:

This house **was built** in 1961.**Was built** is *passive*.

Compare active and passive:

Somebody **built** this house in 1961. (*active*)

subject *object*

This house **was built** in 1961. (*passive*)

subject

When we use an active verb, we say *what the subject does*:

- ☐ My grandfather was a builder. **He built** this house in 1961.
- ☐ It's a big company. **It employs** two hundred people.

When we use a passive verb, we say *what happens to the subject*:

- ☐ 'How old is this house?' '**It was built** in 1961.'
- ☐ **Two hundred people are employed** by the company.

B

When we use the passive, who or what causes the action is often unknown or unimportant:

- ☐ A lot of money **was stolen** in the robbery. (somebody stole it, but we don't know who)
- ☐ **Is this room cleaned** every day? (does somebody clean it? – it's not important who)

If we want to say who does or what causes the action, we use **by**:

- ☐ This house was built **by my grandfather**.
- ☐ Two hundred people are employed **by the company**.

C

The passive is **be (is/was etc.) + past participle (done/cleaned/seen etc.)**:

(be) done (be) cleaned (be) damaged (be) built (be) seen etc.

For irregular past participles (**done/seen/known** etc.), see Appendix 1.Study the active and passive forms of the *present simple* and *past simple*:*Present simple**active* **clean(s) / see(s)** etc.Somebody **cleans** this room every day.*passive* **am/is/are + cleaned/seen** etc.This room **is cleaned** every day.

- ☐ Many accidents **are caused** by careless driving.
- ☐ I'm **not invited** to parties very often.
- ☐ How **is** this word **pronounced**?

*Past simple**active* **cleaned/saw** etc.Somebody **cleaned** this room yesterday.*passive* **was/were + cleaned/seen** etc.This room **was cleaned** yesterday.

- ☐ We **were woken** up by a loud noise during the night.
- ☐ 'Did you go to the party?' 'No, I **wasn't invited**.'
- ☐ How much money **was stolen** in the robbery?

42.1 Complete the sentences using one of these verbs in the correct form, present or past:

cause	damage	hold	invite	make
overtake	show	surround	translate	write

- Many accidents are caused by dangerous driving.
- Cheese is made from milk.
- The roof of the building was damaged in a storm a few days ago.
- You weren't invited to the wedding. Why didn't you go?
- A cinema is a place where films are shown.
- In the United States, elections for president are held every four years.
- Originally the book was written in Spanish, and a few years ago it was translated into English.
- Although we were driving fast, we were overtaken by a lot of other cars.
- You can't see the house from the road. It is surrounded by trees.

42.2 Write questions using the passive. Some are present and some are past.

- Ask about glass. (how / make?) How is glass made?
- Ask about television. (when / invent?) When was television invented?
- Ask about mountains. (how / form?) How were mountains formed?
- Ask about antibiotics. (when / discover?) When were antibiotics discovered?
- Ask about silver. (what / use for?) What is silver used for?

42.3 Put the verb into the correct form, present simple or past simple, active or passive.

- It's a big factory. Five hundred people are employed (employ) there.
- Did somebody clean (somebody / clean) this room yesterday?
- Water covers (cover) most of the earth's surface.
- How much of the earth's surface is covered (cover) by water?
- The park gates are locked (lock) at 6.30 p.m. every evening.
- The letter was sent (send) a week ago and it (arrive) yesterday.
- The boat hit a rock and sank (sink) quickly. Fortunately everybody was rescued (rescue).
- Robert's parents died (die) when he was very young. He and his sister were brought up (bring up) by their grandparents.
- I was born in London, but I grew up (grow up) in Canada.
- While I was on holiday, my camera was stolen (steal) from my hotel room.
- While I was on holiday, my camera disappeared (disappear) from my hotel room.
- Why did Sue resign (Sue / resign) from her job? Didn't she enjoy it?
- Why was Ben fired (Ben / fire) from his job? Did he do something wrong?
- The company is not independent. It is owned (own) by a much larger company.
- I saw an accident last night. Somebody called (call) an ambulance but nobody was injured (injure), so the ambulance wasn't needed (not / need).
- Where were these pictures taken (these pictures / take)? In London?
Were you or somebody else taking them? (you / take) them, or somebody else?
- Sometimes it's quite noisy living here, but it's not a problem for me –
I amn't bothered (not / bother) by it.

42.4 Rewrite these sentences. Instead of using **somebody, they, people** etc., write a passive sentence.

- Somebody cleans the room every day. The room is cleaned every day.
- They cancelled all flights because of fog. All flights were cancelled because of fog.
- People don't use this road much. This road isn't used much.
- Somebody accused me of stealing money. I was accused of stealing money.
- How do people learn languages? How are languages learned?
- People warned us not to go out alone. We were warned not to go out alone.

Passive 2 (be done / been done / being done)

Study the following active and passive forms:

A

*Infinitive**active* (to) **do/clean/see** etc.Somebody **will clean** this room later.*passive* (to) **be + done/cleaned/seen** etc.This room **will be cleaned** later.

- ☐ The situation is serious. Something must **be done** before it's too late.
- ☐ A mystery is something that can't **be explained**.
- ☐ The music was very loud and could **be heard** from a long way away.
- ☐ A new supermarket is going **to be built** next year.
- ☐ Please go away. I want **to be left** alone.

B

*Perfect infinitive**active* (to) **have + done/cleaned/seen** etc.Somebody **should have cleaned** the room.*passive* (to) **have been + done/cleaned/seen** etc.The room **should have been cleaned**.

- ☐ I should have received the letter by now. It might **have been sent** to the wrong address.
- ☐ If you had locked the car, it wouldn't **have been stolen**.
- ☐ There were some problems at first, but they seem **to have been solved**.

C

*Present perfect**active* **have/has + done** etc.The room looks nice. Somebody **has cleaned** it.*passive* **have/has been + done** etc.The room looks nice. **It has been cleaned**.

- ☐ Have you heard? The trip **has been cancelled**.
- ☐ **Have** you ever **been bitten** by a dog?
- ☐ 'Are you going to the party?' 'No, I **haven't been invited**.'

*Past perfect**active* **had + done** etc.The room looked nice. Somebody **had cleaned** it.*passive* **had been + done** etc.The room looked nice. **It had been cleaned**.

- ☐ The vegetables didn't taste good. They **had been cooked** too long.
- ☐ The car was three years old, but **hadn't been used** very much.

D

*Present continuous**active* **am/is/are + (do)ing**Somebody **is cleaning** the room at the moment.*passive* **am/is/are + being (done)**The room **is being cleaned** at the moment.

- ☐ There's somebody walking behind us. I think we **are being followed**.
- ☐ (in a shop) 'Can I help you?' 'No, thanks. I'm **being served**.'

*Past continuous**active* **was/were + (do)ing**Somebody **was cleaning** the room when I arrived.*passive* **was/were + being (done)**The room **was being cleaned** when I arrived.

- ☐ There was somebody walking behind us. I think we **were being followed**.

Exercises

43.1 What do these words mean? Use **it can ...** or **it can't ...**. Use a dictionary if necessary.

If something is

- | | |
|-------------------------------------|--------------------|
| 1 washable, <i>it can be washed</i> | 4 unusable, |
| 2 unbreakable, it | 5 invisible, |
| 3 edible, | 6 portable, |

43.2 Complete these sentences with the following verbs (in the correct form):

arrest carry cause ~~do~~ make repair ~~send~~ spend wake up

Sometimes you need **have** (**might have**, **should have** etc.).

- The situation is serious. Something must *be done* before it's too late.
- I should have received the letter by now. It might *have been sent* to the wrong address.
- A decision will not until the next meeting.
- Do you think that more money should on education?
- This road is in very bad condition. It should a long time ago.
- The injured man couldn't walk and had to
- I told the hotel receptionist I wanted to at 6.30 the next morning.
- If you hadn't pushed the policeman, you wouldn't
- It's not certain how the fire started, but it might by an electrical fault.

43.3 Rewrite these sentences. Instead of using **somebody** or **they** etc., write a passive sentence.

- Somebody has cleaned the room.
The room has been cleaned.
- Somebody is using the computer right now.
The computer
- I didn't realise that somebody was recording our conversation.
I didn't realise that
- When we got to the stadium, we found that they had cancelled the game.
When we got to the stadium, we found that
- They are building a new ring road round the city.
.....
- They have built a new hospital near the airport.
.....

43.4 Make sentences from the words in brackets. Sometimes the verb is active, sometimes passive.

- There's somebody behind us. (I think / we / follow) *I think we're being followed.*
- This room looks different. (you / paint / the walls?) *Have you painted the walls?*
- My car has disappeared. (it / steal!) It
- My umbrella has disappeared. (somebody / take) Somebody
- Sam gets a higher salary now. (he / promote) He
- Ann can't use her office this week. (it / redecorate) It
- There was a problem with the photocopier yesterday, but now it's OK.
(it / work) It again. (it / repair) It
- When I went into the room, I saw that the table and chairs were not in the same place.
(the furniture / move) The
- A neighbour of mine disappeared six months ago. (he / not / see / since then)
He
- I wonder how Jane is these days. (I / not / see / for ages)
I
- A friend of mine was mugged on his way home a few nights ago. (you / ever / mug?)
.....

A

I was offered ... / we were given ... etc.

Some verbs can have two objects. For example, **give**:

- ☐ Somebody gave **the police** **the information**. (= somebody gave the information to the police)
- object 1 object 2

So it is possible to make two passive sentences:

- ☐ **The police** were given the information. or
The information was given to the police.

Other verbs which can have two objects are:

ask offer pay show teach tell

When we use these verbs in the passive, most often we begin with the *person*:

- ☐ **I've been offered** the job, but I don't think I'll accept it. (= they have offered me the job)
☐ **You will be given** plenty of time to decide. (= we will give you plenty of time)
☐ I didn't see the original document but **I was shown** a copy. (= somebody showed me.)
☐ Tim has an easy job – **he's paid** a lot of money to do very little. (= they pay him a lot)

B

I don't like being ...

The passive of **doing/seeing** etc. is **being done / being seen** etc. Compare:

active I don't like **people telling me** what to do.

passive I don't like **being told** what to do.

- ☐ I remember **being taken** to the zoo when I was a child.
(= I remember somebody taking me to the zoo)
☐ Steve hates **being kept** waiting. (= he hates people keeping him waiting)
☐ We managed to climb over the wall without **being seen**. (= without anybody seeing us)

C

I was born ...

We say '**I was born ...**' (*not* I am born):

- ☐ I **was born** in Chicago.
☐ Where **were** you **born**? (*not* Where are you born?) } *past*

but

- ☐ How many babies **are born** every day? *present*

D

Get

You can use **get** instead of **be** in the passive:

- ☐ There was a fight at the party, but nobody **got hurt**. (= nobody **was** hurt)
☐ I don't **get invited** to many parties. (= I'm not invited)
☐ I'm surprised Liz **didn't get offered** the job. (= Liz **wasn't offered** the job)

We use **get** only when things *happen*. For example, you cannot use **get** in these sentences:

- ☐ Jessica **is liked** by everybody. (*not* gets liked – this is not a 'happening')
☐ Peter was a mystery man. Very little **was known** about him. (*not* got known)

We use **get** mainly in informal spoken English. You can use **be** in all situations.

We also use **get** in the following expressions (which are not passive in meaning):

- get married, get divorced** **get dressed** (= put on your clothes)
get lost (= not know where you are) **get changed** (= change your clothes)

44.1 Write these sentences in another way, beginning in the way shown.

1 They didn't give me the information I needed.

I wasn't given the information I needed.

2 They asked me some difficult questions at the interview.

I

3 Amy's colleagues gave her a present when she retired.

Amy

4 Nobody told me about the meeting.

I wasn't

5 How much will they pay you for your work?

How much will you

6 I think they should have offered Tom the job.

I think Tom

7 Has anybody shown you what to do?

Have you

44.2 Complete the sentences using **being** + the following verbs (in the correct form):

give invite ~~keep~~ knock down stick treat

1 Steve hates being kept waiting.

2 We went to the party without

3 I like giving presents and I also like them.

4 It's a busy road and I don't like crossing it. I'm afraid of

5 I'm an adult. I don't like like a child.

6 You can't do anything about in a traffic jam.

44.3 When were they born? Choose five of these people and write a sentence for each.

(Two of them were born in the same year.)

Ludwig van Beethoven	Mahatma Gandhi	Elvis Presley	1452	1869	1935
Walt Disney	Michael Jackson	William Shakespeare	1564	1901	1958
Galileo	Martin Luther King	Leonardo da Vinci	1770	1929	

1 Walt Disney was born in 1901.

2

3

4

5

6

7 And you? I

44.4 Complete the sentences using **get/got** + the following verbs (in the correct form):

ask damage ~~hurt~~ pay steal sting stop use

1 There was a fight at the party, but nobody got hurt.

2 Alex by a bee while he was sitting in the garden.

3 These tennis courts don't very often. Not many people want to play.

4 I used to have a bicycle, but it a few months ago.

5 Rachel works hard but doesn't very much.

6 Last night I by the police as I was driving home. One of the lights on my car wasn't working.

7 Please pack these things very carefully. I don't want them to

8 People often want to know what my job is. I that question a lot.

Have something done

A

Study this example situation:



LISA

The roof of Lisa's house was damaged in a storm. So she called a builder, and yesterday a man came and repaired it.

Lisa **had** the roof **repaired** yesterday.

This means: Lisa arranged for somebody else to repair the roof. She didn't repair it herself.

We use **have something done** to say that we arrange for somebody else to do something for us. Compare:

- ☐ Lisa **repaired** the roof. (= she repaired it herself)
- ☐ Lisa **had** the roof **repaired**. (= she arranged for somebody else to repair it)
- ☐ 'Did you **make** those curtains yourself?' 'Yes, I enjoy making things.'
- ☐ 'Did you **have** those curtains **made**?' 'No, I made them myself.'

B

Be careful with word order. The *past participle* (**repaired/cut** etc.) is after the *object*:

have	object	past participle
Lisa had	the roof	repaired yesterday.
Where did you have	your hair	cut ?
Your hair looks nice. Have you had	it	cut ?
Our neighbour has just had	a garage	built .
We are having	the house	painted this week.
How often do you have	your car	serviced ?
I think you should have	that coat	cleaned .
I don't like having	my picture	taken .

C

Get something done

You can also say '**get** something done' instead of '**have** something done':

- ☐ When are you going to **get the roof repaired**? (= have the roof repaired)
- ☐ I think you should **get your hair cut** really short.

D

Sometimes **have something done** has a different meaning. For example:

- ☐ Paul and Karen **had their bags stolen** while they were travelling.

This does not mean that they arranged for somebody to steal their bags. 'They **had their bags stolen**' means only: 'Their bags were stolen'.

With this meaning, we use **have something done** to say that something happens to somebody or their belongings. Often what happens is not nice:

- ☐ Gary **had** his nose **broken** in a fight. (= his nose was broken)
- ☐ Have you ever **had** your bike **stolen**?

46.1 Tick (✓) the correct sentence, (a) or (b), for each picture.

1  SARAH (a) Sarah is cutting her hair. (b) Sarah is having her hair cut.	2  BILL (a) Bill is cutting his hair. (b) Bill is having his hair cut.	3  JOHN (a) John is cleaning his shoes. (b) John is having his shoes cleaned.	4  SUE (a) Sue is taking a picture. (b) Sue is having her picture taken.
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46.2 Put the words in the correct order.

- 1 had / a few weeks ago / the house / we / painted
We had the house painted a few weeks ago.
- 2 serviced / her car / Sarah / once a year / has
Sarah
- 3 twelve pounds / have / cleaned / it / my suit / cost / to
- 4 my eyes / I / two years ago / had / tested / the last time / was
- 5 had / in the kitchen / fitted / some new cupboards / we've
- 6 as soon as possible / need / translated / we / to get / this document

46.3 Write sentences in the way shown.

- 1 Lisa didn't repair the roof herself. She had it repaired.
- 2 I didn't cut my hair myself. I
- 3 We didn't clean the carpets ourselves. We
- 4 John didn't build that wall himself.
- 5 I didn't deliver the flowers myself.

46.4 Use the words in brackets to complete the sentences. Use the structure **have something done**.

- 1 We're having the house painted (we / the house / paint) this week.
- 2 I lost my key. I'll have to (another key / make).
- 3 When was the last time (you / your hair / cut)?
- 4 (you / a newspaper / deliver) to your house every day, or do you go out and buy one?
- 5 A: What's happening in your garden?
B: Oh, (we / a garage / build).
- 6 A: (you / the washing machine / fix)?
B: Not yet. There's someone coming to look at it next week.
- 7 If you want to wear earrings, why don't you (you / your ears / pierce)?

Now use **'have something done'** with its second meaning (see Section D).

- 8 Gary was in a fight last night. He had his nose broken (he / his nose / break).
- 9 Did I tell you about Jane? (she / her credit cards / steal).
- 10 Security was very strict at the airport. (we all / our bags / search).

1.4 List of irregular verbs

<i>infinitive</i>	<i>past simple</i>	<i>past participle</i>
be	was/were	been
beat	beat	beaten
become	became	become
begin	began	begun
bend	bent	bent
bet	bet	bet
bite	bit	bitten
blow	blew	blown
break	broke	broken
bring	brought	brought
broadcast	broadcast	broadcast
build	built	built
burst	burst	burst
buy	bought	bought
catch	caught	caught
choose	chose	chosen
come	came	come
cost	cost	cost
creep	crept	crept
cut	cut	cut
deal	dealt	dealt
dig	dug	dug
do	did	done
draw	drew	drawn
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
find	found	found
flee	fled	fled
fly	flew	flown
forbid	forbade	forbidden
forget	forgot	forgotten
forgive	forgave	forgiven
freeze	froze	frozen
get	got	got/gotten
give	gave	given
go	went	gone
grow	grew	grown
hang	hung	hung
have	had	had
hear	heard	heard
hide	hid	hidden
hit	hit	hit
hold	held	held
hurt	hurt	hurt
keep	kept	kept
kneel	knelt	knelt
know	knew	known
lay	laid	laid
lead	led	led
leave	left	left
lend	lent	lent
let	let	let
lie	lay	lain

<i>infinitive</i>	<i>past simple</i>	<i>past participle</i>
light	lit	lit
lose	lost	lost
make	made	made
mean	meant	meant
meet	met	met
pay	paid	paid
put	put	put
read	read [red]*	read [red]*
ride	rode	ridden
ring	rang	rung
rise	rose	risen
run	ran	run
say	said	said
see	saw	seen
seek	sought	sought
sell	sold	sold
send	sent	sent
set	set	set
sew	sewed	sewn/sewed
shake	shook	shaken
shine	shone	shone
shoot	shot	shot
show	showed	shown/showed
shrink	shrank	shrunk
shut	shut	shut
sing	sang	sung
sink	sank	sunk
sit	sat	sat
sleep	slept	slept
slide	slid	slid
speak	spoke	spoken
spend	spent	spent
spit	spat	spat
split	split	split
spread	spread	spread
spring	sprang	sprung
stand	stood	stood
steal	stole	stolen
stick	stuck	stuck
sting	stung	stung
stink	stank	stunk
strike	struck	struck
swear	swore	sworn
sweep	swept	swept
swim	swam	swum
swing	swung	swung
take	took	taken
teach	taught	taught
tear	tore	torn
tell	told	told
think	thought	thought
throw	threw	thrown
understand	understood	understood
wake	woke	woken
wear	wore	worn
weep	wept	wept
win	won	won
write	wrote	written

* pronunciation