

RULES ARE MADE TO FOLLOW

Passive voice



WHO MAKES THE RULES?

Look at the different rules. Work in pairs or small groups and discuss the questions below.



Loud music is not played after 10 p.m.



Phones must not be used.



Taking photos is prohibited.



Parking is restricted here.



Smoking is strictly forbidden indoors.



Pets must be kept off the lawn.

- *Where can you see these rules?*
- *Do you follow these rules at home / school / work?*
- *What happens if these rules are broken?*
- *Are these rules the same in different cultures?*





PASSIVE VOICE



Read the dialogues and pay attention to the phrases in bold.
For each one, identify the tense and write the structure (form of “to be” + past participle).

A: Have you done your homework yet?
B: Don't worry, the homework **is done** every day.

A: Why are the employees so nervous?
B: Because a new rule **is being introduced** this week.

A: When will we get a reply to our questions?
B: Don't worry, all the emails **will be answered** tomorrow.

A: Can we still buy tickets to the concert?
B: No, sorry — the tickets **have been sold** already.

A: Did you hear the news on the radio?
B: Yes, a new law **is going to be passed** soon about noise control.

A: Why does it smell so good in here?
B: Dinner **was cooked** yesterday — I reheated the leftovers.

A: Why were you late to the meeting?
B: The documents **were being printed** when I arrived.

A: Did they finish the project on time?
B: Yes, the project **had been finished** before the meeting started.

A: Are you ready for the guests?
B: Almost — the floor **must be cleaned** before the guests arrive.

A: I forgot my book at home.
B: No problem, the book **can be borrowed** for two weeks from the library.

Tense	Form
Present Simple	
Present Continuous	
Present Perfect	
Past Simple	
Past Continuous	
Past Perfect	
Future Simple	
Be going to	
Modal verb + passive	



FROM ACTIVE TO PASSIVE

Look at the active and passive sentences. Read the rules and examples on the right.

Then, compare the forms and talk with your partner.

Active

1. Someone **does** the homework every day.
2. He **cooked** dinner at 7 p.m. yesterday.
3. They **are introducing** a new rule this week.
4. They **were printing** the documents when I arrived.
5. They **had finished** the project before the meeting.
6. Someone **will answer** all the emails tomorrow.
7. They **haven't sold** the tickets yet.
8. Someone **must clean** the floor before guests arrive.
9. They **aren't going to pass** a new law soon.
10. You **can borrow** the book for two weeks.

Passive

- 1. The homework **is done** every day.
- 2. Dinner **was cooked** by him at 7 p.m. yesterday.
- 3. A new rule **is being introduced** this week.
- 4. The documents **were being printed** when I arrived.
- 5. The project **had been finished** before the meeting.
- 6. All the emails **will be answered** tomorrow.
- 7. The tickets **haven't been sold** yet.
- 8. The floor **must be cleaned** before guests arrive.
- 9. A new law **isn't going to be passed** soon.
- 10. The book **can be borrowed** for two weeks.

- What changes do we make when we turn active sentences into the passive voice?
- What happens to the subject, the verb, and the object?
- When do we use “by...”?



Passive voice is often used in *formal writing*, such as:

- newspaper headlines,
- news reports,
- academic or official contexts.

1. Passive voice is used when the focus is on the action, not on who does it.

Passive verbs have the same tenses as active verbs.

The cake was eaten.

(We don't know or care who ate it.)

2. “by + someone” is used when it's important or surprising who did the action.

✓ **Dinner was cooked by him at 7 p.m. yesterday.**

Don't use “by” when:

The doer is unknown, obvious, or unimportant.

✗ **Dinner was cooked at 7 p.m. yesterday.**

(No need to say by whom — it's not important.)

LET'S PRACTISE

Complete the sentences with the correct passive form of the verbs in brackets. Use the correct tense.

1. English _____ (speak) in many schools. (Present Simple)
2. A new bridge _____ (build) in our town. (Present Continuous)
3. The tickets _____ (sell) already. (Present Perfect)
4. Lunch _____ (serve) at 2 p.m. yesterday. (Past Simple)
5. The room _____ (clean) while we were waiting. (Past Continuous)
6. The project _____ (complete) before the deadline. (Past Perfect)
7. The parcels _____ (deliver) tomorrow. (Future Simple)
8. A new law _____ (introduce) next month. (be going to)
9. Phones _____ (switch off) during the meeting. (Modal: must)
10. The rules _____ (not/explain) clearly. (Present Perfect)
11. All mistakes _____ (correct) now. (Present Continuous)
12. Books _____ (return) by Friday. (Modal: should)
13. The final decision _____ (make) by the manager. (Future Simple)
14. All emails _____ (answer) by the assistant yesterday. (Past Simple)



LET'S PRACTISE

1. Choose the correct options to complete the text.

In every city, life **organises / is organised** by rules. Some rules **make / are made** by governments, others **develop / are developed** naturally. For example, people **expect / are expected** to queue at bus stops. People **are not taught / don't teach** that directly, but it **is understood / understands** as polite behaviour.

Last week, my neighbour **was fined / fined** because he **had parked / had been parked** in the wrong place. The signs **had placed / had been placed** clearly. Some rules **must follow / must be followed** to keep order.

Now, a new recycling system **is being introduced / introduces** in the city. Posters **are put up / have been put up**, and people **are being informed / inform** by post.

Rules only help when they **respect / are respected**. Some people **complain / are complained** that there are too many, but others accept them.



2. Rewrite the following active sentences in the passive voice. Use correct word order, verb forms, and include “by...” only if it’s important or necessary.

1. People throw rubbish in the park.

2. The school staff clean the classrooms every day.

3. They don't allow smoking in this area.

4. Someone painted the zebra crossing yesterday.

5. The shop assistant gives receipts to all customers.

6. They post new rules on the school website every term.

7. Authorities will close the road tomorrow.

8. They must follow safety instructions on the machine.



A LOT IS CHANGING AROUND HERE

Complete the dialogue using the correct active and passive form of the verbs in brackets. Pay attention to the tense and meaning of each sentence.

Emily: Hey Tom! Have you seen the park today?

Tom: No, I haven't left the house. Why?

Emily: A big sign _____ (put up) this morning. As far as I know, a new playground _____ (build) next to the lake this week.

Tom: Oh, really? That sounds great for the kids. Who _____ (decide) to do that?

Emily: I think the city council _____ (approve) the project last month. The area _____ (clean) a few days ago, so I guess they're starting soon.

Tom: I remember when they _____ (build) the dog park. That space _____ (not/use) much before, but now it's full every day.

Emily: Exactly! By the way, did you hear about the bakery on Main Street?

Tom: No... What happened?

Emily: It _____ (break into) last night. The door _____ (smash), but luckily, nothing valuable _____ (take).

Tom: Oh no! That place _____ (bake) the best bread in town.

Emily: I know. The police _____ (call) yesterday, and the cameras _____ (check) today.

Tom: I hope everything gets solved quickly. People _____ (should/feel) safe around here.

Emily: True. But at least some good things _____ (happen) too. Did you see the mural on the school wall?

Tom: Yes! It's beautiful. Do you know who _____ (paint) it?

Emily: A local artist. She _____ (invite) by the students to help with the project.

Tom: That's so cool. It really brightens up the street.



RULES AND SIGNS

Look at the signs and change the sentences to passive voice. Make any changes if needed.



Parents must fasten children in car seats.



Don't throw rubbish on the ground.



Take off the shoes before entering.



Staff don't allow eating or drinking here.



Children shouldn't play with fire or dangerous tools.



The mechanic is checking the car.

RULES AND SIGNS

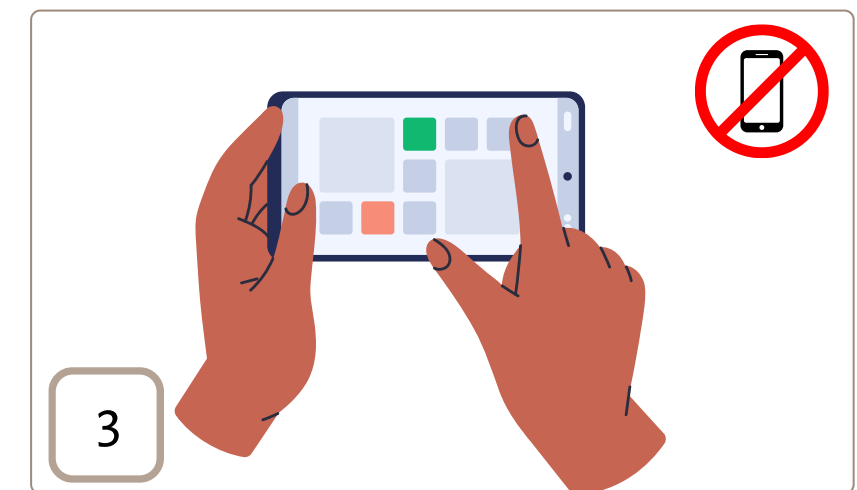
Look at the signs and change the sentences to passive voice. Make any changes if needed.



1 No smoking in public places.



2 People keep their pets on a lead in public parks.



3 Turn off mobile phones in cinemas.



4 Everyone tries to keep the noise down after 10 p.m. in residential areas.



5 Don't take photos in some touristic places.



6 People must wear face masks indoors.



FUTURE RULES

Read the following list of possible rules that might exist in the next 5 years. Say whether you agree or disagree with each rule. Give reasons. Try to use the passive voice in your answers.

Plastic bags will be banned in all supermarkets.

All cars must be checked for pollution once a year.

School exams are going to be replaced with online projects.

Fast food advertising has already been limited in some countries.

A digital ID card will have been given to every citizen by 2030.

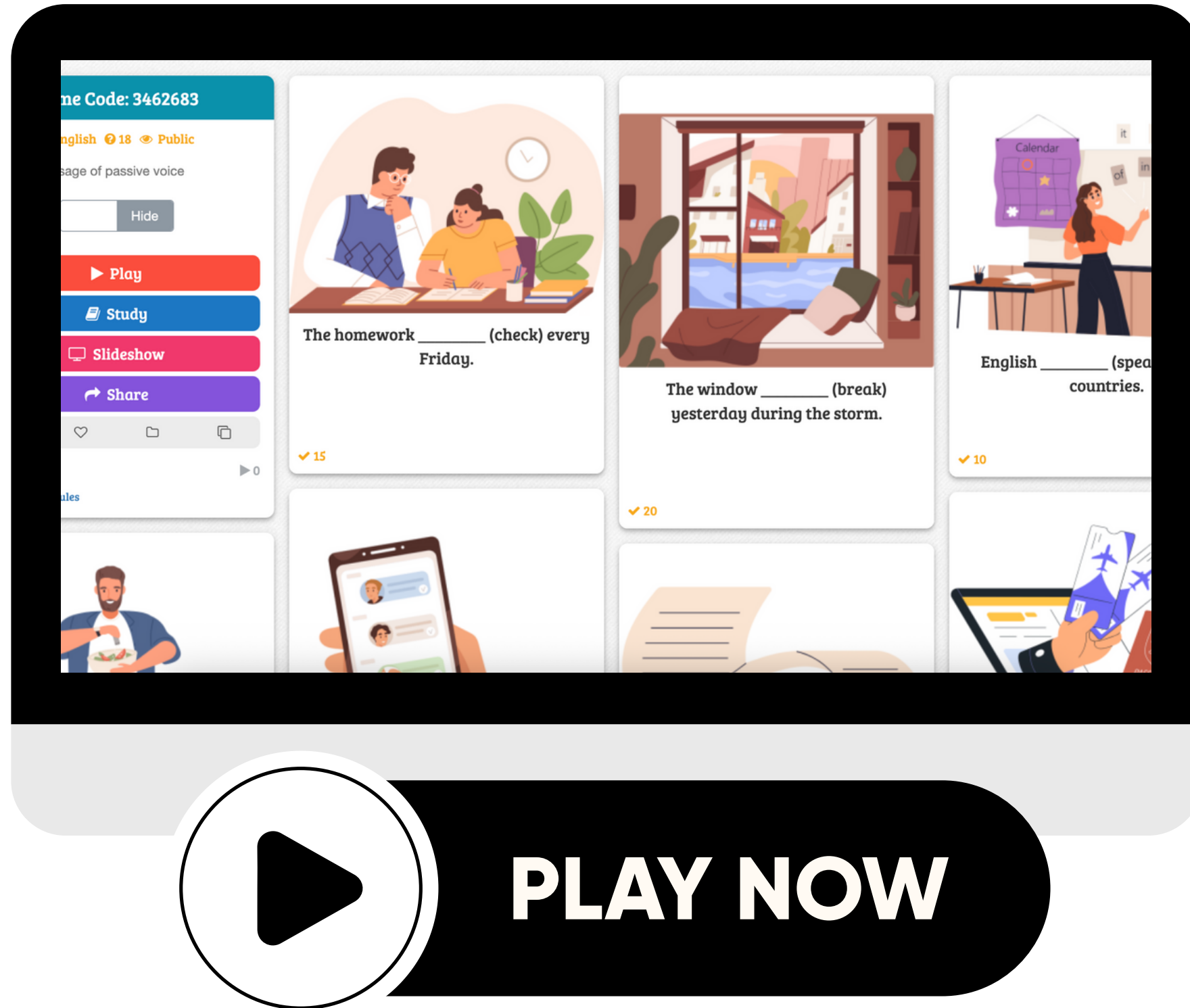
Drones may be used to deliver medicine in rural areas.

Public events won't be allowed without eco-certification.

Face recognition will be used in public transport.



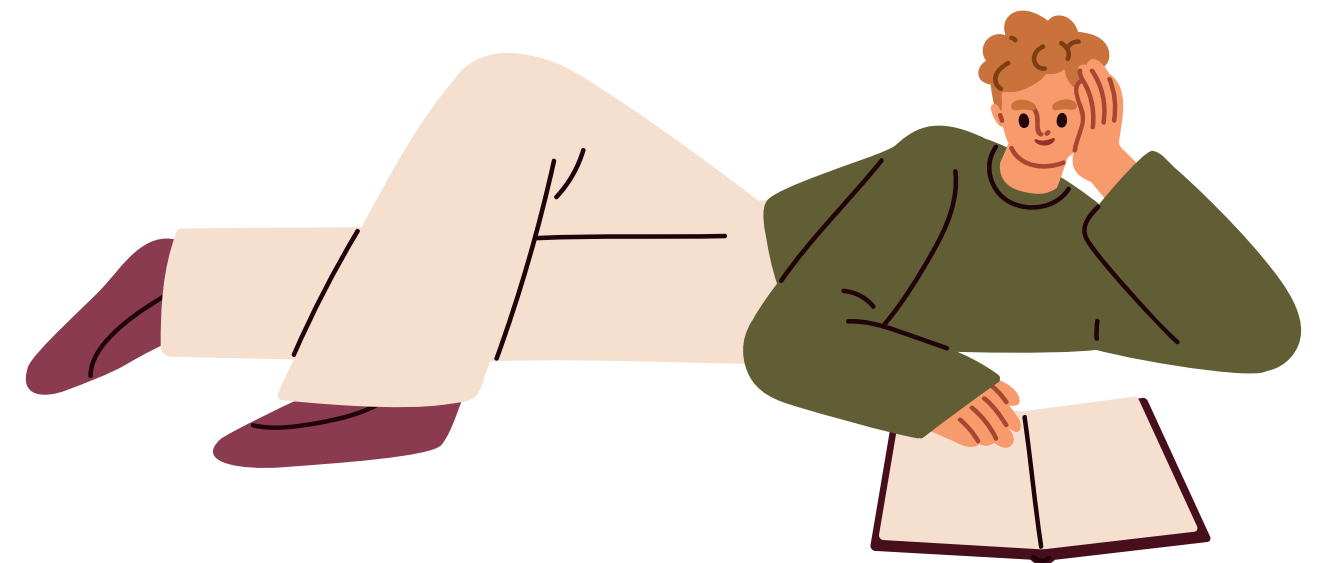
LET'S PLAY!



*Have fun practising the Passive Voice in this activity!
Choose a box, read the sentence, and fill in the correct
passive form.*

*Play in teams or teacher vs student. Every correct
answer brings points. Let's go!*

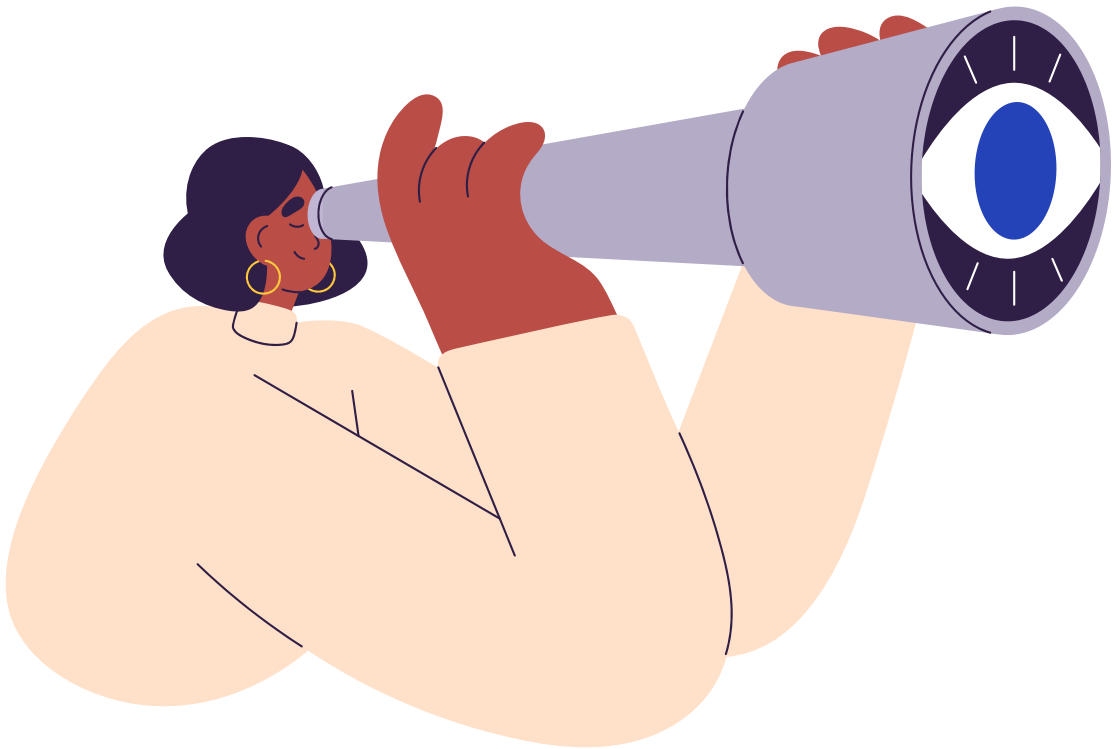
*You can access other game modes with Baamboozle+
subscription.*

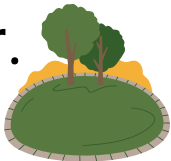


WHO DID IT?

Optional task

*Choose a square. Create a passive form of the sentence. Draw X or O.
The first player to get 3 marks in a row (up, down, across, or diagonally) is the winner.*



Teenagers have left the park full of litter. 	Someone vandalises a bus stop every weekend.	The workers have blocked the emergency exit with boxes. 
The neighbours are holding a loud party after 10 p.m.	 A delivery man is going to park a bike in a "No Bikes" zone.	 A student set off the fire alarm as a joke.
 A careless driver will probably break the "No Entry" sign.	Someone used a mobile phone during a film. 	A taxi driver had ignored the stop sign, and a car accident almost happened.

TIME FOR YOUR RULES

Look at each sign. Write a rule in the passive voice. Be funny and creative!

Example:

Don't sing loudly → Singing loudly is not allowed... unless you're in the shower.













EXTRA TASKS

1. Unscramble the sentences.

2. Check the sentences for mistakes in the passive voice.
Correct the wrong ones. Write “correct” if the sentence is fine.

1. A new law were passed last year.

2. The room is being cleaned right now.

3. The invitation hasn't sent yet.

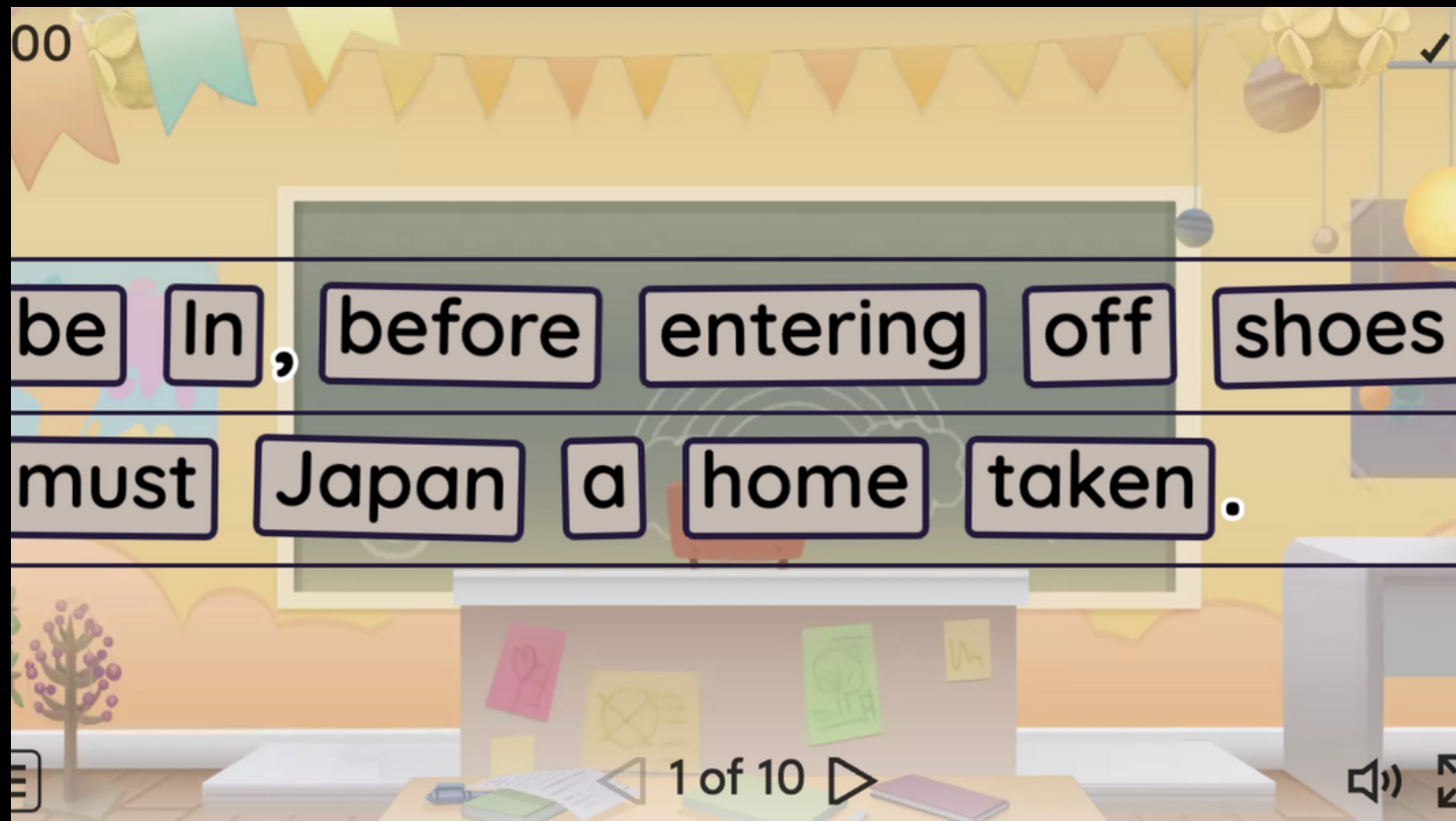
4. The new rules will be follow.

5. The meeting won't hold on Monday.

6. Your package has been already delivered.

7. The project wasn't finish on time.

8. The new rules must explain clearly.



PLAY NOW

EXTRA TASK

Complete the sentences with the correct passive form of the verbs in brackets.

1. This song _____ (play) on the radio this morning.
2. The cake _____ (not / make) with eggs – it's vegan.
3. A new library _____ (build) in our town at the moment.
4. The documents _____ (print) when the power went out.
5. This letter _____ just _____ (deliver).
6. The bridge _____ (repair) next month.
7. This photo _____ (take) during your trip to Scotland.
8. His mistake _____ already _____ (notice) by the manager.
9. Emails _____ (not / check) at weekends.
10. A new film _____ (release) last Friday.
11. The secret recipe _____ never _____ (share).
12. The room _____ (not/ clean) before the guests arrived.
13. These instructions _____ (can / understand) by anyone.
14. Your complaint _____ (deal with) as soon as possible.
15. Some laws _____ (have to / change) in the near future.





EXTRA TASK

Look at the photos and describe what happened using the passive voice. Make a short story.







SCAVENGER HUNT

Find some real examples of the passive voice in: articles, lyrics, signs, websites, books, etc.

Write them down and underline the passive verbs.

[illegible]

THANK YOU!

