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2. SENTENCE TYPES ACTIVE-PASSIVE VOICE DIRECT-INDIRECT SPEECH

Active and Passive Voice



Passive Form: The students are taught by the professor.

PHRASE, CLAUSE AND SENTENCES

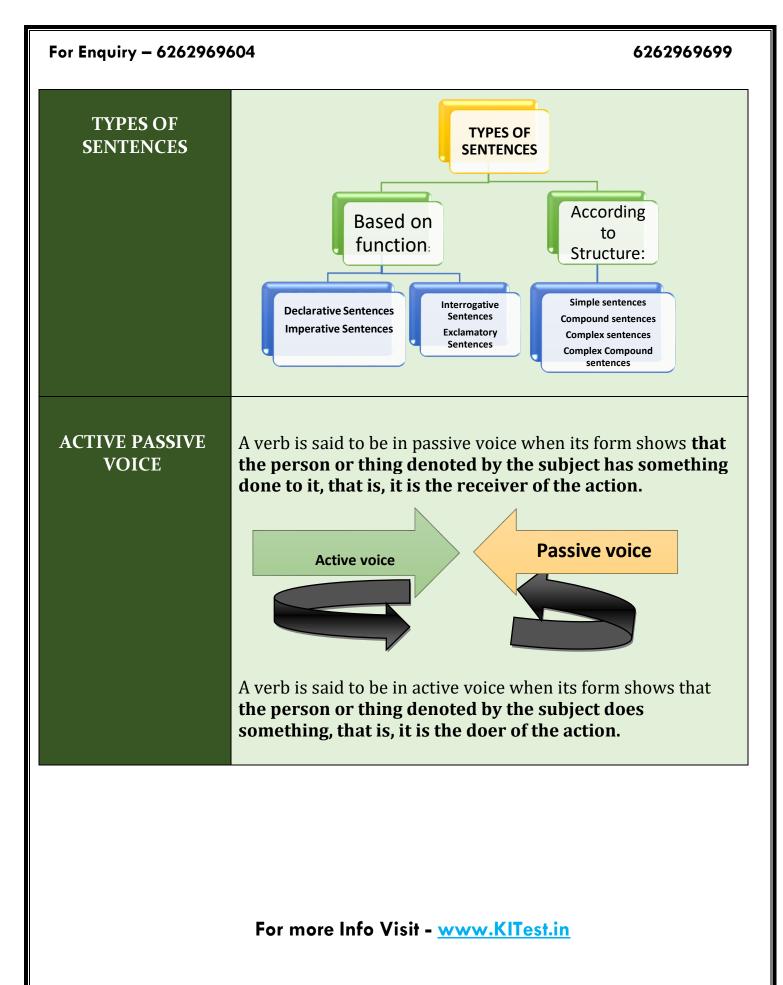
Phrase, clause and sentence are the three structural units that create meaning in language.

Phrase: A phrase is **a group of words that make sense but not complete sense.**

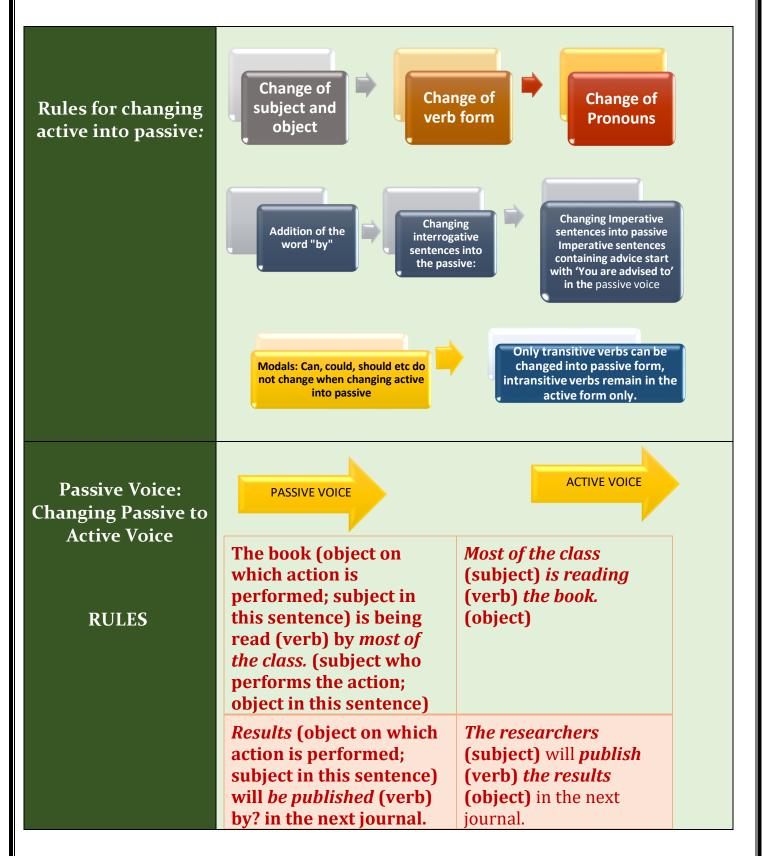
Clause: A **group of words** which contain a subject and a predicate are called a clause.

Sentence: A sentence is a group of words that make complete sense to a reader.

A Complete KII of Education



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	A policy of whitewashing and cover-up (object on which action is performed; subject in this sentence) has been pursued (verb) by the CIA director and his close advisors. (subject who performs the action; object in this sentence)		The CIA director and his close advisors (subject) have pursued (verb) a policy of whitewashing and cover-up. (object)		rs ursued f nd
	<i>Mistakes</i> (object on which action is performed; subject in this sentence) <i>were</i> <i>made</i> (verb) by? Agent is not specified		(ve Th the	<i>We</i> (subject) <i>made</i> (verb) <i>mistakes</i> (object). The agent 'We' is made the 'subject' of the sentence.	
	Rule	Direct speech		Indirect speech	
DIRECT AND INDIRECT SPEECH RULES	Present continuous changes to past continuous	"I am readin book explained.		He explained that he is reading a book	was
	Present perfect changes to past perfect			She said that l had finished h work.	
	Present perfect continuous changes to past perfect continuous	"I have been to Spain", he told me.			
	Simple past changes to past perfect	"Bill arrived on Saturday he said.		He said that Bill had arrived on Saturday	

Past perfect remains past perfect Past continuous changes to past perfect continuous Future changes to present conditional	"I had just turned out the light," he explained. "We were living in Paris", they told me. "I will be in Geneva on Monday", he said	He explained that he had just turned out the light They told me that they had been living in Paris. He said that he would be in Geneva On	
Future continuous changes to conditional	She said, "I'll be using the car next Friday "	Monday She said that she would be	
continuous	Friday."	using the car next Friday.	



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Ouestion 1 Give a Definition of sentence.

Answer:

Sentence: A sentence is a group of words that make complete sense to a reader. It typically contains a subject and predicate. It may be a statement, question, exclamation, or command, and consists of a main clause and sometimes one or

6262969699

more subordinate clauses. It begins with a capital letter and ends with a full stop. A finite verb is an essential component of a sentence.

A sentence can be short and sweet, or long and complicated. Adding objects, complements, phrases and clauses to sentences can lengthen them and make them structurally and semantically complicated

Question 2

Use any five of the following pairs of words in sentences of your own to bring out the difference in their meanings:

- 1. Rout_:_ Route.
- 2. Elicit -Illicit.
- 3. Eminent -Imminent.
- 4. Imply -Infer.
- 5. Biennial -Biannual.
- 6. Conscious-Conscientious.

Answer:

1. Rout: Completely defeated. The Pakistani Army was routed during thelndo-Pakwar.

Route : (way). Ravi followed the shortest route.

2. Elicit: (draws out); Petite letters always elicitreply

Illicit: (unlawful); There are merely illicit tamarinds in Agra city.

3. Eminent: (famous); William Shakespeare is an eminent author of many plays. **Imminent: (close)** - There i always an imminent danger once you cross the border.

4. Imply :(understood)-It is implied that students graduating from I IT'S will be better engineers.

Infer :(draws from) - The modern system medicines is generally inferred from Vedas.

5. Biennial: (once in two years): The SAARC nations meets biennially.

Biannual: (twice a year): All nationalized banks provide interest to their saving account customer's biannually

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6. Conscious: (aware); All Indians should remain conscious about their fund mental rights and duties.

Conscientious: (ethical); all modern organisation provide conscientious financial status to their shareholders

Question 3

Give a classification of sentence.

Classification of Sentences according to Function: There are four types of sentences based on function:

- a) Declarative Sentences
- b) Imperative Sentences
- c) Interrogative Sentences
- d) Exclamatory Sentences

Question 4

How do you convert direct speech to indirect speech? Answer:

To change from Indirect to Direct Speech, keep the rules of the Direct Speech are applied in the reverse order.

- 1. Use the reporting verb, "say" or "said to" in its correct tense.
- 2. Remove the conjunctions "that, to, if or whether etc". ...
- 3. Insert quotation marks, question mark, exclamation and full stop, wherever necessary.

Question 5

What are active and passive voice explain with examples? Answer:

Active voice. In most English sentences with an action verb, the subject performs the action denoted by the verb. These examples show that the subject is doing the verb's action. Because the subject does or "acts upon" the verb in such sentences, the sentences are said to be in the active voice.

Passive voice: The passive voice is used to show interest in the person or object that experiences an action rather than the person or object that performs the action. In other words, the most important thing or person becomes the subject of the sentence.

Question 6

How do you change passive voice to active voice examples? Answer:

- To change a passive voice sentence to an active voice sentence:
- 1. Make the object of the active sentence into the subject of the passive sentence.
- 2. Use the verb "to be" in the same tense as the main verb of the active sentence.
- 3. Use the past participle of the main verb of the active sentence.

Question 7

How many types of sentences are there?

Answer:

Four types:

There are **four types** of sentences that are used in writing - declarative, exclamatory, imperative and interrogative. Each type is used in a specific situation and each has its own punctuation mark.

- **Statement/Declarative Sentence.** These are the most common type of sentence.
- **Question/Interrogative Sentence.** When we want to ask questions, we use interrogative sentences.
- Exclamation/Exclamatory Sentence. Sometimes we want to shout! ...
- Command / Imperative Sentence. Do you ever feel bossy?

Question 8

"Shall" changes to what in indirect speech?

Answer:

"Be" moves from a position before the noun to after the noun. Finally, pay attention to whether the speech you are reporting uses a modal verb. Will, can,

and shall change to would, could, and should when reported. ... If the modal verb is already in its past form, it does not change when reported.

Question 9 What is the difference between active and passive voice? Answer:

The **passive voice** is less common. Unlike the **active voice**, this describes a verb being happened to the subject of the sentence, rather than the subject carrying it out. In this way, the action is said to be "**passive**".

Question 10

How do you identify a clause? Answer:

Recognize a clause when you see one. Clauses come in four types: main [or independent], subordinate [or dependent], relative [or adjective], and noun. Every clause has at least a subject and a verb. Other characteristics will help you distinguish one type of clause from another.

Question 11

Is indirect speech and reported speech the same?

Answer:

Indirect speech will still share the same information – but instead of expressing someone's comments or speech by directly repeating them, it involves reporting or describing what was said. An obvious difference is that with indirect speech, you won't use inverted commas.

Question 12

How do you avoid passive voice in writing? Answer:

Steps

1. Identify the verb in the sentence. To avoid using passive voice and start using active voice, start by figuring out the verb in the sentence. ...

- 2. Identify the subject in the sentence. The next step is to isolate the subject in your sentence. ...
- 3. Identify the direct object in the sentence. Not all sentences have direct objects.

Question 13 Give a classification of sentence. Answer:

Classification of Sentences according to Function: There are four types of sentences based on function:

- Declarative Sentences
- Imperative Sentences
- Interrogative Sentences
- Exclamatory Sentences

Question 14

What is the difference between phrase clause and sentence? Answer:

A Sentence must have a subject, (expressed or implied), a verb, and a predicate, which is called a complete thought. A Clause, on the other hand, contains a subject and a verb. But it can or cannot contain a complete thought. Conclusion:

- Every sentence is a clause, but every clause isn't sentence. For a clause to be called a sentence, it has to be an independent clause.
- A dependent clause isn't a sentence.
- An independent clause is a sentence.
- Both sentences and clauses have many phrases in them

<u>Question 15</u> How do you change direct speech to indirect speech? Answer:

6262969699

To change from Indirect to Direct Speech, keep in mind all the rules of the Direct Speech in the reverse order.

- 1. Use the reporting verb, "say" or "said to" in its correct tense.
- 2. Remove the conjuctions "that, to, if or whether etc". ...
- 3. Insert quotation marks, question mark, exclamation and full stop, wherever necessary.

Question 16

What is indirect speech and direct speech?

Answer:

Indirect speech is also known as Reported Speech, Indirect Narration or Indirect Discourse. In grammar, when you report someone else's statement in your own words without any change in the meaning of the statement is called indirect speech. Direct speech is a sentence in which the exact words spoken are reproduced in speech marks (also known as quotation marks or inverted commas).

For example: "You'll never guess what I've just seen!" said Sam, excitedly.

Question 17

Convert following sentences from direct speech to indirect speech:

- I. He says, "Jack kills a giant."
- II. I said to my friend, "Work regularly.-
- III. Shoaib said, "Let us go on long drive.
- IV. Call the second witness." said the Judge.
- V. He said, "Hurrah! My brother has come.

Answer:

- I. He says that Jack kills a giant.
- **II.** I **advised my friend to** work regularly.
- **III.** Shoaib **suggested that they** should go on long drive.
- **IV. Call** the second witness." **said** the Judge.

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V. He exclaimed with joy that his brother had come.

Question 18

Identify the type of sentence?

- I. I like pizza.
- II. Do you want to study?
- III. Stay in your seat.
- IV. Where are you going?
- V. I'm sick of this!

Answer:

- I. **Declarative sentences make statements:** In each case the speakers request information. Because of this both sentences end in question marks.
- II. Interrogative sentences ask questions: In each case the speakers request information. Because of this both sentences end in question marks
- **III. Imperative sentences issue commands:** When scanning for structure, we should first find the action or <u>predicate</u>, which is *stay* in the above sentence
- IV. Interrogative sentences ask questions: In each case the speakers request information. Because of this both sentences end in question marks.
- V. Exclamatory sentences express excitement or emotion: Notice in each case that the sentence expresses an emotion. Exclamation point signal to readers that the speaker is yelling or exclaiming.

Question 19

Why is passive voice used?

Answer:

The passive voice is used to show interest in the person or object that experiences an action rather than the person or object that performs the action. In other words, the most important thing or person becomes the subject of the sentence.

Question 20

How do you change a passive voice to an imperative sentence? Answer:

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An imperative sentence in the passive voice has the following form: Let + object + be + past participle.

For example:

- 1. Active: Carry it home.
- 2. Passive: Let it be carried home.
- 3. Active: Do it at once.
- 4. Passive: Let it be done at once.

Question 21

Give a Definition of sentence. Answer:

It typically contains a subject and predicate. It may be a statement, question, exclamation, or command, and consists of a main clause and sometimes one or more subordinate clauses. It begins with a capital letter and ends with a full stop. A finite verb is an essential component of a sentence.

A sentence can be short and sweet, or long and complicated. Adding objects, complements, phrases and clauses to sentences can lengthen them and make them structurally and semantically complicated.

Question 22

Change the following sentences into the passive voice.

- 1. She made a third attempt.
- 2. The boy asked a difficult question.
- 3. She wrote an award-winning novel.
- 4. The terrorists blew up the bridge.

5. The police caught the thief.

Answer:

- 1. A third attempt was made by her.
- 2. A difficult question was asked by the boy.
- 3. An award-winning novel was written by her.
- 4. The bridge was blown up by the terrorists.
- 5. The thief was caught by the police.

Ouestion 23

Changing sentences into the passive

- Did she recognize you? I.
- Can anybody cure it? II.
- III. Who wrote this book?
- IV. Have you finished work?

V. When will they announce the results?

Answer:

1. Active voice: Did she recognize you? Passive voice: Were you recognized by her? 2. Active voice: Can anybody cure it? Passive voice: Can it be cured (by anybody)? 3. Active voice: Who wrote this book? Passive voice: By whom was this book written? 4. Active voice: Have you finished work? Passive voice: Has the work been finished by you? 5. Active voice: When will they announce the results? Passive voice: When will the results be announced (by them)?

Ouestion 24

Distinguish between the various types of sentences.

- If it rains, the match will be postponed. I.
- Being busy, I could not attend the function. II.
- III.
- Can you help me with a thousand rupees? IV.
- This is not the house to live in. V.

Answer:

- I. Complex Sentence
- **Simple Sentence** II.
- **Compound Sentence** III.
- **IV.** Interrogative Sentence
- **Negative Sentence** V.

Ouestion 25

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How do you identify the type of sentence? Answer:

A sentence is a series of words that communicates a complete thought. Sentences have a defined structure with a subject and a predicate. They may fall into four different types (declarative, interrogative, exclamatory, or imperative). Finally, sentences may be either simple, complex, or compound.

Question 26

What are the 4 types of sentence structures?

Answer:

The 4 Types of Sentence Structure

- A simple sentence consists of one independent clause. ...
- A compound sentence is two (or more) independent clauses joined by a conjunction or semi-colon. ...
- A complex sentence consists of an independent clause plus a dependent clause.
- A compound-complex sentence contains multiple independent clauses and at least one dependent clause. These sentences will contain both conjunctions and subordinators.

Question 27

What are the types of sentences and examples?

Answer:

There are four main types of sentences:

- Simple or Declarative Sentence.
- Command or Imperative Sentence.
- Question or Interrogative Sentence.
- Exclamatory Sentence.

Past Examination Questions

<u>May - 2018</u>

Question 1

Change the following sentence to indirect speech: (iii)The policeman said to the stranger who are you.

Answer: The policeman asked the stranger who he was.

Question 2

Change the following sentence into indirect speech: (iii) The Shopkeeper says, "prices are shooting up alarmingly Answer: The shopkeeper said that prices are shooting up alarmingly

The shopkeeper said that prices are shooting up alarmingly

Question 3 Rewrite the following sentence in Passive voice. (ii)The customer should receive the delivery by Friday Answer: The delivery should be received by the customer by Friday.

Question4 Rewrite the following sentence in Active Voice. (iii) He will be given a ticket for over speeding by the police officer. Answer: The Police Officer will give a ticket to him for over speeding.

Question5 Rewrite the following sentences in the active voice: (iii)The entire district was destroyed by cyclone.

Answer: Cyclone destroyed the entire district.

<u>Nov - 2018</u>

Question1

(iii) Change the following sentence into indirect speech:

Suchi asked Sunil," Are you interested to visit the temple?"

Answer:

Indirect: Sunil asked Suchi if she was interested to visit the temple.

Question2 (iii) Change the following sentence into indirect speech: Shalini gave order to her younger sister, "Go home immediately." Answer: Indirect: Shalini ordered her younger sister to go home immediately.

Question3

(i) Fill up the blank with the most suitable preposition or adverb given in the brackets.

He apologized _his teacher for his misbehavior. (to/ from/with/ against)

(ii)Rewrite the following sentence in Passive Voice. Sunit a said,"Please give me a glass of water."

(iii)Rewrite the following sentence in Active Voice. The case should be handled by you carefully since it is critical in nature. Answer:

i. He apologized **to** his teacher for his misbehavior.

ii. **Passive:** Sunita requested to give her a glass of water.

iii. Active: You should handle the case carefully since it is critical in nature.

Question4 (iii) Rewrite the following sentence in the Active Voice: The deer was trapped by the cunning fox.

Answer: Active: The cunning fox trapped the deer.

<u>May - 2019</u>

Question1

Change the following sentence to indirect speech : Pari said to me ""I have been living in London since last December" Answer:

Pari told that she have been living in London since last December. (Direct & Indirect Speech -Rule-2 – When the statement is still relevant tenses may not change.

Question2

Change the following sentence into indirect speech: She said "I am watching a television show" Answer:

She said that she was watching a television show.

(Direct & Indirect Speech- Rule- When Reporting Verb is in Past Tense, all Present Tense of the direct are changed into the corresponding Past Tenses.)

Question3

Change the sentence from Active to Passive Voice. The teacher always answers the students questions.

Answer:

Active to Passive Voice: The student's questions are always answered by the teacher

Question4

Change the sentence from Passive to Active Voice:

Every night, the office is vacuumed and dusted by the cleaning crew. Answer:

Passive to Active Voice: The cleaning crew vacuum and dust the office every night.

Question5

Change the following sentence to indirect speech.

She said "My Father came yesterday".

Answer:

She said that her father came yesterday.

Question6 Change the sentence into Active Voice: The Grand Canyon is visited by thousands of tourists every year. Answer: Thousands of tourists visit/visits The Grand Canyon every year

<u>Nov - 2019</u>

Question1 Change the following sentence to indirect speech: Reena said, "Nobody can solve the problem on the earth". Answer: Reena said that nobody can solve the problem on the earth. Question2 Change the following sentence to indirect speech: He said, "Will you all come for the meeting?"

Answer:

He asked will you all came for the meeting.

Question3 Change the sentence from Active to Passive Voice. The audience loudly cheered the Prime Minister's speech. Answer:

Prime Minister's speech was being loudly cheered by audience

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Question4

Change the sentence from Passive to Active Voice. The Bird was killed by a cruel boy.

Answer:

Cruel boy killed the Bird.

Question5

Change the following sentence to indirect speech.

He said, "My Mother is writing letters".

Answer:

He said that his mother was writing letters.

Question6

Select the correct meaning of Idioms/Phrases given below:

(i) Change the sentence into Active Voice: They will be given a ticket for over speeding by the police inspector.

Answer:

The police inspector will give a ticket for over speeding.

<u>Nov - 20(cycle 1)</u>

Question1

(b) (i) Choose the word which best expresses the meaning of the given word:

SCINTILLATING (1) Smouldering (2) Glittering (3) Touching (4) Warming

Answer: Glittering

(ii) Select a suitable antonym for the word given under: Fidelity

- (1) Commitment
- (2) Inconstancy
- (3) Ambitions
- (4) Devotion

Answer:

Inconstancy

(iii) Change the following sentences to indirect speech: Varun Said, "Every Kid learn coding"

Answer:

Varun said that Every Kid should learn coding.

(b) (i) Choose the word which best expresses the meaning of the given word:

Concise

- (1) Brief
- (2) Better
- (3) Important
- (4) Interesting

Answer:

Brief

Explanation:

Marked by brevity of expression or statement: free from all elaboration and superfluous detail.

(ii) Choose the word which best expresses the meaning of the given word: Cryptic

- 1. Pertinent
- 2. Common

3. Mysterious

4. Loyalty

Answer:

Mysterious

Explanation:

Having or seeming to have a hidden or ambiguous meaning : MYSTERIOUS

(iii) Change the following sentence to indirect speech:

"Do you suppose you know better than you own father?" jeered his angry Mother.

Answer:

The angry mother jeered to her son if he supposed that he knew better than his own father.

(b) (i) Change the sentence from Active to Passive Voice. Question – The crew cleaned the entire stretch of highway.

Answer:

The entire stretch of highway was cleaned by the crew.

(ii) Change the sentence from passive to Active voice.

Question – The house was remodeled by the homeowners to help it sell. Answer:

The homeowners remodeled the house to help it sell.

(iii) Change the following sentence to indirect speech.

Question – Socrates said, "Virtue is its own reward,"

Answer:

Socrates said that virtue had its own reward

(b) Select the correct meaning of Idioms/Phrases given below:

- i. To be a mastermind
 - 1. To be a pioneer
 - 2. To be an entrepreneur

3. To be an amateur 4. To be a villain

Answer:

To be a pioneer

Explanation: 'To be a mastermind' means 'an intelligent person who plans a complex scheme'. 'Pioneer' means 'one who develops new ideas'.

- ii. At wit's end
 - 1. Impoverished
 - 2. Drained
 - 3. Completed
 - 4. Perplexed

Answer :

Perplexed

Explanation: -Completely puzzled and perplexed, not knowing what to do. For example, I've tried every possible source without success, and now I'm at my wit's end.

iii. Change the sentences into Passive Voice:

Question - Will you tell me a story?

Answer:

Will the story be told to me by you?

iv. Choose the word which best expresses the meaning of the given word:

COMBAT. 1. Conflict 2. Quarrel 3. Feud 4. Fight Answer : Conflict

JAN 21 (CYCLE 2)

Question1

(b) (i) Choose the word which best express the meaning of the given word:

Repulsive

- 1) Attractive
- 2) Normal
- 3) Disgusting
- 4) Confused

Answer: 3

(ii) Select a suitable antonym for the word given under: Gratify

- 1) Frustrate
- 2) Depress
- 3) Discourage
- 4) Distress

Answer: 1

(iii) Change the following sentence to indirect speech: He said, "The horse died in the night".

Answer: He said sadly that the horse died in the night.

(b)

I. choose the word which express the meaning of the given word:

Nostalgic

- 1) Sharp
- 2) Painful
- 3) Delighted
- 4) Homesick

Answer:4

II. Choose the word which best express the meaning of the given word: Economies

1) Reduce 2) Save 3) Minimize 4) Accumulate

Answer: 2

III. Change the following sentence into indirect speech : He said to him, 'Please wait here till I return."

Answer: He requested to him to wait there till he returned.

(b) (i) Change the sentence from Active Passive Voice. Rama was making n kite

Answer:

A Kite was being made by Rama.

(ii) Change the sentence from Passive to Active voice.

The lion was shot by the hunter.

Answer:

The hunter shot the lion

(iii) Change the following sentence to indirect speech. Father said to his son, "work hard for success in life".

Answer:

Father advised his son to work hard for success in life.

b) Select the correct meaning of Idioms/Phrases given below:

- I. Pen and Ink
 - (1) Modern day technology
 - (2) Extensively
 - (3) Wastage
 - (4) In writing

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Answer: (4)

II. A snake in the grass

(1) unforeseen happening

(2) Secret or hidden enemy

(3) Unreliable person

(4) Unrecognizable danger Answer: (2)

III. Change the sentence into Active Twenty runs were scored by him. Answer: He scored twenty runs

IV. Choose the word which best expresses the meaning of the given word.

Applaud

(1) Flatter

(2) Praise

(3) Pray

(4) Request Answer: (2)

<u>JULY - 2021</u>

Question 1

I. Choose the word which best express the meaning of the given words: ADHERE

a. Separate

b. Split

c. Humility

d. Fasten

Answer: c

II. Select a suitable antonym for the word given under: CANDID

- a. Deceptive
- b. Frank
- c. Sincere
- d. Subordinate

Answer: a

III. Change the following sentence to indirect speech He said to me, ``it would be nice if I could see you again."

Answer:

He told me that it would be nice if he could see me again.

Question 2

I. Change the sentence from Active to passive voice Bring the culprit

Answer:

Let the culprit be brought in.

II. Change the sentence from passive to Active voice Three cleanliness campaigns will be launched by the authorities in the park.

Answer:

The authorities will lunch three cleanliness campaigns in the park/ The authorities in the park will launch three cleanliness campaigns.

III. Change the following sentence to indirect speech. The group shouted ``Honesty is the best policy"

Answer:

The group said/shouted that honesty is the best policy.

Question 3

I. Change the sentence from Active to Passive Voice Did they like paintings in the exhibition?

Answer:

Where the paintings in the exhibition liked by them?

II. Change the sentences from passive to Active Voice Food from roadside vendor should not be eaten during covid pandemic as safety Precaution

Answer:

We should not east food from roadside vendor during covid pandemic as a safety precaution.

III. Change the following sentence to indirect speech Mr. X to the cashier: Do you have change for five hundred rupees? Answer:

Mr. X asked the cashier if / whether he had change for five hundred rupees.

Question 4

Change the sentence into Active Voice Who were not liked by at the party?

Answer:

Whom didn`t you like at the party?