

## The Passive Voice

Passive voice is usually used as a way of **shifting the focus of the sentence to the object**.

We keep the butter here. => The butter is kept here.

We do not mention the agent (subject) because:

- It is unknown (His car has been stolen. *(by someone)*);
- Unimportant (I was told to remain silent. *(in general)*);
- Obvious (Linda has been arrested. *(the police)*);
- People in general (Bicycles are widely used in China. *(by people who live there)*);
- To conceal the agent or distance yourself from the action (The original has been destroyed. *(by someone you do not know or do not want to reveal)*)

Ditransitive verbs (*two objects*) such as promise, sell, tell, bring, lend, pass, pay, give, teach, show, etc. form passive in two ways:

Active: He gave the receptionist the key.

Passive 1: **The receptionist** was given the key. (Indirect object)

Passive 2: **The key** was given to the receptionist. (Direct object)

*It is usually the indirect object that becomes the subject of the passive sentence.*

### Building passive:

- ✚ Present simple: am, is, are + past participle (Homework is done *(by me)*.)
- ✚ Present continuous: am, is, are + being + pp (Homework is being done.)
- ✚ Present perfect: have, has + been + pp (Homework has been done.)
- ✚ Simple past: was, were + pp (Homework was done.)
- ✚ Past simple continuous: was, were + being + pp (Homework was being done.)
- ✚ Past perfect: had + been + pp (Homework had been done.)
- ✚ Past perfect continuous: had + been + being + pp (Homework had been being done.)
- ✚ Future simple: will be +pp (Homework will be done.)
- ✚ Modals: can, must +be (Homework must be done)

## Conditional Clauses

**If clause** is a subordinate clause in a complex sentence. If clause states the **condition that must be fulfilled before main clause may be true**. Classification is based on:

- Time
- The possibility of fulfillment of the condition

**Type I** refers to **present or future, condition can be fulfilled** (If we catch the train, we will get there on time. If you have not tried it, you cannot imagine how it is.).

**Type II** refers to **present or future, condition more or less cannot be fulfilled** (If we caught the train, we would get there on time. – *it is still possible*; If I came into a fortune, I would give up working. – *imaginary*; If I were you, I would tell her. – *contrary to a fact – I am not you*.).

**Type III** refers to **past, condition cannot be fulfilled** (If we had caught the train, we would have gotten there on time. – *contrary to a past fact, they never were able to catch the train*).

**Type 0** (cause and effect) – **statements of universal truth** (If you heat ice, it melts) **if = when, same tense in both clauses** (If you *don't water* plants, they die.).

### Other conjunctions:

- A child can learn fast, provided he is not pressured.
- He would not have come unless you had invited him.
- He would have married her even if she had been poor.
- You can come with us, as long as you keep quiet.
- Suppose you told him the truth, what would he do about it?
- You can borrow it on condition/provided that you return it tomorrow.

## Reported Speech

If a reporting word is in one of the PAST tenses (said, told, whispered, shouted, mentioned), reported verbs undergo a backshift (go back “in time” – change to a corresponding past tense).

*Past perfect, subjunctive, and Type 2 conditionals do not change.*

Direct Speech	Reported Speech
Present (Simple & Continuous)	Past (Simple & Continuous)
Past (Simple & Continuous)	Past Perfect (Simple & Continuous)
Present Perfect (Simple & Continuous)	Past Perfect (Simple & Continuous)
Future (Simple & Continuous)	Would + bare infinitive
Future Perfect (Simple & Continuous)	Would have + bare infinitive

### Other words that change in reported speech:

- can and may to could and might;
- could, when it implies possibility, changes to had been able to;
- must, when implying obligation, changes to had to;
- this => that; these => those; yesterday => the day before, the previous day; tomorrow => the next day/the following day; next week => the next/following week; ago => before.

### Subjunctive

Several different phrases can be used to introduce a **fanciful/unfulfilled wish**: if only, I wish, it is about time, I would rather.

- They are used with **PAST tense (was/were) to express a wish unfulfilled in the PRESENT**. (I wish you were here. (*now*); If only she were working in the office next door.; It is about time you stopped doing that.; It is about time I went home. (*It is time for me to go.*); I would rather you dealt with the matter. I would rather she came back than stayed in New York.)
- **PAST PERFECT is used for unfulfilled wishes relating to the PAST**. (I wish she had not gone to Minneapolis yesterday. If only she had stayed here. (*but she did not*); I would rather you had gone away last week.)
- **For wishes that we hope will be fulfilled in the FUTURE** (often related to something you find irritating or unsatisfactory, and would like to change in the future) **we use present conditional – would + infinitive** (If only she would come back. I wish my friends would not call me when I am asleep.)