# Grammar Notes cont.

## F. Form: Verb Tenses

Most verb tenses can be used with the passive voice.
See the chart below for examples of different tenses.

| Verb Tense | Active | Passive |
|---|---|---|
| **simple present** | The chef prepares the meal. | The meal is prepared (by the chef.) |
| **present progressive** | The chef is preparing the meal. | The meal is being prepared. |
| **simple past** | The chef prepared the meal. | The meal was prepared. |
| **past progressive** | The chef was preparing the meal. | The meal was being prepared. |
| **simple future** | The chef will prepare the meal.<br>The chef is going to prepare the meal. | The meal will be prepared.<br>The meal is going to be prepared. |
| **future progressive** | The chef will be preparing the meal. | — |
| **present perfect** | The chef has prepared the meal. | The meal has been prepared. |
| **present perfect progressive** | The chef has been preparing the meal. | — |
| **past perfect** | The chef had prepared the meal. | The meal had been prepared. |
| **past perfect progressive** | The chef had been preparing the meal. | — |
| **future perfect** | The chef will have prepared the meal. | The meal will have been prepared. |
| **future perfect progressive** | The chef will have been preparing the meal. | — |
| **modals** (can, should, must, etc.) | The chef must prepare the meal. | The meal must be prepared. |
| **past modals** (could, should, had to, etc.) | The chef should have prepared the meal. | The meal should have been prepared. |

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# Exercise 4

**ACTIVE TO PASSIVE**

Change the following sentences from active to passive.

Ex. modal (must) They must complete the project before 5:00 pm.

*The project must be completed before 5:00 pm.*

1. simple present People speak English in Australia.

2. present progressive I am writing the report now.

3. simple past The dog bit the mailman.

4. past progressive He was still fixing the car when I arrived at the garage.

5. future (will) Someone will give us a tour of the museum.

6. future (be going to) They are going to tear down the old building.

7. present perfect She has already given him the bad news.

8. past perfect We had built the houses before the tsunami hit.

9. modal (can) They can deliver the furniture on Tuesday.

10. past modal (should) You should have finished your homework hours ago.

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