

VOICES AND NARRATIONS**LEVEL – I**

DIRECTIONS (Qs. 1 - 12): Fill in the blanks with suitable active and passive verb forms.

1. This house _____ in 1970 by my grandfather
(a) built (b) was built
(c) was build (d) has built
2. The robbers _____ by the police.
(a) have arrested (b) have been arrested
(c) was arrested (d) had arrested
3. We _____ for the examination.
(a) have preparing (b) are preparing
(c) had preparing (d) have been prepared
4. It _____ since yesterday.
(a) is raining (b) has been raining
(c) have been raining (d) was raining
5. I _____ for five hours.
(a) have been working (b) has been working
(c) was working (d) am working
6. The students _____ to submit their reports by the end of this week.
(a) have asked (b) are asked
(c) has asked (d) are asking
7. She _____ for a while.
(a) are ailing (b) is ailing
(c) has been ailing (d) have been ailing
8. The teacher _____ the student for lying.
(a) has been punished (b) punished
(c) is punished (d) was punished
9. I _____ to become a successful writer.
(a) have always wanted (b) am always wanted
(c) was always wanted (d) am always wanting
10. The inmates of the juvenile home _____ well by their caretakers.
(a) were not being treated
(b) were not treating
(c) have not being treated
(d) was not being treated
11. As the patient could not walk he _____ home in a wheel chair.
(a) has carried (b) has been carried

(c) was carried (d) was carrying

12. The injured _____ to the hospital in an ambulance.
(a) were taking (b) was taking
(c) were taken (d) have taken

DIRECTIONS (Qs. 13 - 20): Choose the correct Passive form of the following sentences.

13. The teacher punished all the students.
(a) The students were all punished by the teacher.
(b) All the students were punished by the teacher.
(c) Punishment was given to all the students by the teacher.
(d) Students were all punished by the teacher.
14. Has Ravi written this letter?
(a) Is this letter being written by Ravi?
(b) This letter is being written by Ravi.
(c) This letter has been written by Ravi.
(d) Has this letter been written by Ravi?
15. The students have eaten all the fruits.
(a) The fruits are been eaten by the students.
(b) The fruits are being eaten by the students.
(c) All the fruits have been eaten by the students.
(d) The fruits had been eaten by the students.
16. The soldiers are defending the country bravely.
(a) The country is being defended bravely by the soldiers.
(b) The country has been defended bravely by the soldiers.
(c) The country had been defended bravely by the soldiers.
(d) The country was being defended by the soldiers bravely.
17. The farmer is ploughing this field.
(a) This field had been ploughed by the farmer.
(b) This field has been ploughed by the farmer.
(c) This field is being ploughed by the farmer.
(d) This field was being ploughed by the farmer.
18. They are plucking some flowers.
(a) Some flowers had been plucked by them.
(b) Some flowers have been plucked by them.
(c) Some flowers were being plucked by them.
(d) Some flowers are being plucked by them.
19. The postman was delivering the parcels.

- (a) The parcels have been delivered by the postman.
- (b) The parcels were being delivered by the postman.
- (c) The parcels had been delivered by the postman.
- (d) The parcels are being delivered by the postman.

- 20.** The girls were cooking dinner.
- (a) The dinner is being cooked by the girls.
 - (b) The dinner has been cooked by the girls.
 - (c) The dinner had been cooked by the girls.
 - (d) The dinner was being cooked by the girls.

DIRECTIONS (Qs. 21 - 30): Change the sentences to reported speech. Whether the sentence is a request, a statement, a question or a command choose from the options.

- 21.** He said, "I like this song."
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 22.** "Where is your sister?" she asked me.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 23.** "I don't speak Italian," she said.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 24.** "Say hello to Jim," they said.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 25.** "The film began at seven o'clock," he said.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 26.** "Don't play on the grass, boys," she said.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 27.** "Where have you spent your money?" she asked him.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 28.** "I never make mistakes," he said.
- (a) request
 - (b) statement
 - (c) command
 - (d) question
- 29.** "Does she know Robert?" he wanted to know.
- (a) request
 - (b) statement

- (c) command
- (d) question

- 30.** "Don't try this at home," the stuntman told the audience.
- (a) request
 - (b) statement
 - (c) command
 - (d) question

DIRECTIONS (Qs. 31 - 35): Report the Following Dialogue.

- 31.** The headmistress says, "The young people of today are tomorrow's leaders." (An hour later, you report her statement.)
- (a) The headmistress says that the young people of that day are the next day's leaders.
 - (b) The headmistress says that the young people of today are tomorrow's leaders.
 - (c) The headmistress said that the young people of yesterday are today's leaders.
 - (d) The headmistress said that the young people of that day are the next day's leaders.
- 32.** She said, "I have been sewing from morning until now." (The next day, you report her statement)
- (a) She said that she had been sewing from morning until now.
 - (b) She said that she had been sewing from morning until then.
 - (c) She said that she has been sewing from morning until now.
 - (d) She said that she has been sewing from morning until then.
- 33.** Rakesh said, "I am very happy today because my father has given me a car." (A month later, you report his statement.)
- (a) Rakesh said that he was very happy that day because his father had given him a car.
 - (b) Rakesh said that he was very happy that day because his father has given him a car.
 - (c) Rakesh said that he is very happy today because his father has given him a car.
 - (d) Rakesh said that he was very happy today because his father has given him a car.
- 34.** "If you don't keep quiet I shall shoot you", he said to her in a calm voice.
- (a) Calmly he warned her that be quiet or else he will have to shoot her.
 - (b) He said calmly that I shall shoot you if you don't be quiet.
 - (c) He warned her to shoot if she didn't keep quiet calmly.
 - (d) He warned her calmly that he would shoot her if she didn't keep quiet.

- 35.** He exclaimed with joy that India had won the Sahara Cup.
 (a) He said, "Wow! India won the Sahara Cup"
 (b) He said, "India has won the Sahara Cup"
 (c) He said, "Wow! India will win the Sahara Cup"
 (d) He said, "Wow! India will win the Sahara Cup"
- 36.** Find the correct sentence in INDIRECT speech which matches to this sentence in DIRECT speech Mary asks, "Are you ok, Harry?"
 (a) Mary asks Harry if he was ok.
 (b) Mary told Harry he was ok.
 (c) Mary told Harry he was ok.
 (d) Mary asked if Harry was ok?
- 37.** Change the narration of the following sentences. I told him that he was not working hard
 (a) I told to him, "You are not working hard."
 (b) I said, "You are not working hard."
 (c) I said to him, "You are not working hard."
 (d) I said to him, "He is not working hard."

LEVEL – II

DIRECTIONS (Qs. 1 - 20): In the questions below the sentences have been given in Active/Passive voice. From the given alternatives, choose the one which best expresses the given sentence in Passive/Active voice.

- 38.** I remember my sister taking me to the museum.
 (a) I remember I was taken to the museum by my sister.
 (b) I remember being taken to the museum by my sister.
 (c) I remember myself being taken to the museum by my sister.
 (d) I remember taken to the museum by my sister.
- 39.** Who is creating this mess?
 (a) Who has been created this mess?
 (b) By whom has this mess been created?
 (c) By whom this mess is being created?
 (d) By whom is this mess being created?
- 40.** Darjeeling grows tea.
 (a) Tea is being grown in Darjeeling.
 (b) Let the tea be grown in Darjeeling.
 (c) Tea is grown in Darjeeling.
 (d) Tea grows in Darjeeling.
- 41.** Sahil sharma makes tea.
 (a) Tea is made by Sahil sharma.
 (b) Tea is made by the Sahil sharma.
 (c) Tea was made by Sahil sharma.
 (d) Tea has made by Sahil sharma.
- 42.** Priyanka has written these notes.
 (a) These notes are written by Priyanka.
 (b) These notes has been written by Priyanka.
 (c) These notes have been written by Priyanka.
 (d) These notes had been written by Priyanka.
- 43.** Someone has stolen his book.
 (a) His book is been stolen.
 (b) His book has been stolen.
 (c) His book is stolen.
 (d) His book has stolen.
- 44.** Do you imitate others?
 (a) Are others being imitated by you?
 (b) Are others imitated by you?
 (c) Have others being imitated by you?
 (d) Were others being imitated by you?
- 45.** Sahil spoke the lie.
 (a) The lie was spoke by Sahil.
 (b) The lie spoken by Sahil.
 (c) Lie was spoken by Sahil.
 (d) The lie was spoken by Sahil.
- 46.** Rahul will pass the message.
 (a) The message will passed by Rahul.
 (b) The message would be passed by Rahul.
 (c) The message will pass by Rahul.
 (d) The message will be passed by Rahul.
- 47.** The police will have caught the culprit.
 (a) The culprit will have caught by the police.
 (b) The culprit have been caught by the police.
 (c) The culprit will have been caught by the police.
 (d) The culprit would have been caught by the police.
- 48.** I must help him.
 (a) He must helped by me.
 (b) I must held him.
 (c) He must get help from me.
 (d) He must be helped by me.
- 49.** She spoke to the official on duty.
 (a) The official on duty was spoken to by her
 (b) The official was spoken to by her on duty.
 (c) She was spoken to by the official on duty.
 (d) She was the official to be spoken to on duty.
- 50.** They may win the battle.
 (a) The battle may be win.
 (b) The battle may be won.
 (c) The battle may be won by them.

(d) The battle may won.

51. We ought to have saved our environment.
(a) Our environment ought to had been saved.
(b) Our environment ought to have been save.
(c) Our environment ought to have been saved.
(d) Our environment ought to have saved.
52. There is no book to read.
(a) To be read there is no book.
(b) To read there is no book.
(c) There is no book to read.
(d) There is no book to be read.
53. It is time to prepare for the game trails.
(a) It is time to prepared for the game trails.
(b) It is time to be prepared for the game trails.
(c) It is time for the game trails to prepared.
(d) It is time for the game trails to be prepared.
54. You should open the wine about three hours before you use it.
(a) Wine should be opened about three hours before use.
(b) Wine should be opened by you three hours before use.
(c) Wine should be opened about three hours before you use it.
(d) Wine should be opened about three hours before it is used.
55. Bring the bottle of juice.
(a) Let a bottle of juice be brought.
(b) Let bottle of juice be brought.
(c) Let a bottle of juice brought.
(d) Let a bottle of juice be bring.
56. Don't insult the deaf man.
(a) Let the deaf man not be insult.
(b) Let the deaf man not be insulted.
(c) Let the deaf man not insulted.
(d) Let deaf man not be insulted.
57. Sit down.
(a) You are requested to sit down.
(b) You are ordered to site down.
(c) You are told to sit down.
(d) No change.

DIRECTIONS (Qs. 21 - 40): In the questions below the sentences have been given in Direct/Indirect speech. From the given alternatives, choose the one which best expresses the given sentence in Indirect/ Direct speech.

58. They said, "We cannot live without oxygen".

(a) They said that we cannot live without oxygen.
(b) They said that they cannot live without oxygen.
(c) They said that they would not live without oxygen.
(d) They says that they cannot live without oxygen.

59. He said to his father, "Please increase my pocket-money."
(a) He told his father, "Please increase the pocket-money"
(b) He pleaded his father to please increase my pocket money.
(c) He requested his father to increase his pocket-money.
(d) He asked his father to increase his pocket-money.
60. Sahil said to Deepu, "I was going to buy milk".
(a) Sahil told Deepu that he were going to buy milk.
(b) Sahil told Deepu that he would going to buy milk.
(c) Sahil told Deepu that he had been going to buy milk.
(d) Sahil told Deepu that he was going to buy milk.
61. His father ordered him to go to his room and study.
(a) His father said, "Go to your room and study."
(b) His father said to him, "Go and study in your room."
(c) His father shouted, "Go right now to your study room"
(d) His father said firmly, "Go and study in your room."
62. The Indian express says, "We shall issue a astrology section in our Thursday's paper".
(a) The Indian express says that it will issue a astrology section in their Thursday's paper.
(b) The Indian express says that they will issue a astrology section in their Thursday's paper.
(c) The Indian express said that it will issue a astrology section in its Thursday's paper.
(d) The Indian express says that it will issue a astrology section in its Thursdays paper.
63. The boy said, "Who dare call you a thief?"
(a) The boy enquired who dared call him a thief.
(b) The boy asked who called him a thief.
(c) The boy told that who dared call him a thief.

- (d) The boy wondered who dared call a thief.
- 64.** He said to you, "You may go out".
 (a) He told you that you might be go out.
 (b) He said you that you might be go out.
 (c) He told you that you may go out.
 (d) He told you \hat you might go out.
- 65.** He said, "Honesty is the best policy."
 (a) He said that Honesty is the best policy.
 (b) He said that Honesty was the best policy
 (c) He said that Honesty would be the best policy.
 (d) He said that Honesty will be the best policy
- 66.** She said, "Madam, I have done homework."
 (a) She said respectfully that she had been done homework.
 (b) She said respectfully that she has done homework.
 (c) She said respectfully that she had done homework.
 (d) She said respectfully to her teacher that she had done homework.
- 67.** She exclaimed with sorrow that was a very miserable plight.
 (a) She said with sorrow, "What a pity it is."
 (b) She said, "What a mystery it is."
 (c) She said, "What a miserable sight it is."
 (d) She said, "What a miserable plight it is."
- 68.** "Please don't go away", she said.
 (a) She said to please her and not go away.
 (b) She told me to go away.
 (c) She begged me not to go away.
 (d) She begged that I not go away.
- 69.** I said to my brother, "What are you playing today?"
 (a) I asked my brother what he will be playing that day.
 (b) I asked my brother what he was playing that day.
 (c) I asked my brother if he was playing that day.
 (d) I asked my brother what he would be playing that day.
- 70.** Baljinder said to me, "I had been working on it for 5 days."
 (a) Baljinder told me that he had been working on it for 5 days.
 (b) Baljinder told me that he has been working on it for 5 days.
- (c) Baljinder told me that he had worked on it for 5 days.
 (d) Baljinder told me that he was working on it for 5 days.
- 71.** Robert will say to me, "I am your classmate".
 (a) Robert will tell me that he is my classmate.
 (b) Robert will tell me that he was my classmate.
 (c) Robert will tell me that he will be my classmate.
 (d) Robert said me that he is my classmate.
- 72.** He exclaimed with joy that India had won the Sahara Cup.
 (a) He said, "India has won the Sahara Cup"
 (b) He said, "India won the Sahara Cup"
 (c) He said, "How! India will win the Sahara Cup"
 (d) He said, "Hurrah! India has won the Sahara Cup"
- 73.** Nita ordered her servant to bring her cup of tea.
 (a) Nita told her servant, "Bring a cup of tea."
 (b) Nita said, "Bring me a cup of tea."
 (c) Nita said to her servant, "Bring me a cup of tea."
 (d) Nita told her servant, "Bring her that cup of tea."
- 74.** The MLA said to people, "Ladies and gentlemen, your vote is my real power."
 (a) The MLA said that people your vote will my real power.
 (b) The MLA addressed the people as ladies and gentlemen and said that your vote will be my real power.
 (c) The MLA addressed the people as ladies and gentlemen and said that their vote is my real power.
 (d) The MLA addressed the people as ladies and gentlemen and said that their vote was his real power.
- 75.** The Judge said to inspector, "Call the thieves."
 (a) The Judge urged inspector to call the thieves.
 (b) The Judge ordered inspector to get the thieves.
 (c) The Judge requested inspector to call the thieves.
 (d) The Judge ordered inspector to call the thieves.
- 76.** I asked, "What happened?"
 (a) I enquired what happened.
 (b) I asked what happened.
 (c) I enquired that what happened.
 (d) I asked what had happened.

- 77.** She said, "Madam, I have done homework."
 (a) She said respectfully that she had been done homework.
 (b) She said respectfully that she has done homework.
 (c) She said respectfully that she had done homework.
 (d) She said respectfully to her teacher that she had done homework.

HINTS & EXPLANATIONS

LEVEL – II

- 1.** (b) was built
- 2.** (b) have been arrested
- 3.** (b) are preparing
- 4.** (b) Has been raining
- 5.** (a) Have been working
- 6.** (b) Are asked
- 7.** (c) Has been ailing
- 8.** (b) Punished
- 9.** (a) Have always wanted
- 10.** (a) Were not being treated
- 11.** (c) Was carried
- 12.** (b) Were taken
- 13.** (b) All the students were punished by the teacher.
- 14.** (d) Has this letter been written by Ravi?
- 15.** (c) All the fruits have been eaten by the students.
- 16.** (a) The country is being defended bravely by the soldiers.
- 17.** (c) This field is being ploughed by the farmer.
- 18.** (d) Some flowers are being plucked by them.
- 19.** (b) The parcels were being delivered by the postman.

- 20.** The dinner was being cooked by the girls.
- 21.** (b) He said that he liked that song.
- 22.** (d) She asked me where my sister was.
- 23.** (b) She said that she didn't speak Italian.
- 24.** (c) They asked me to say hello to Jim.
- 25.** (b) He said that the film had begun at seven o'clock. Simple past becomes past perfect
- 26.** (c) She told the boys not to play on the grass.
- 27.** (d) She asked him where he had spent his money. Present perfect becomes past perfect
- 28.** (b) He said that he never made mistakes. Simple present becomes simple past.
- 29.** (d) He wanted to know if she knew Robert. Simple present becomes simple past
- 30.** (a) The stuntman advised the audience not to try that at home. Negative: not to + rest of the sentence, don't is dropped.
- 31.** (b) The headmistress says that the young people of today are tomorrow's leaders.
- 32.** (b) She said that she had been sewing from morning until then.
- 33.** (a) Rakesh said that he was very happy that day because his father had given him a car.
- 34.** (d) He warned her calmly that he would shoot her if she didn't keep quiet.
- 35.** (d) He said, "Wow! India won the Sahara Cup.
- 36.** (a) Mary asks Harry if he was ok.
- 37.** (c) I said to him, "You are not working hard."

LEVEL – II

- 38.** (b) In case of present continuous verb + ing, being is used in passive voice.
- 39.** (d) If a question word start with who change into by whom in voice.
- 40.** (c) Not available

- 41.** (a) Rule to make active voice of Simple present sentence:
Passive subject + is/are/am + third form of verb + by + passive object.
- 42.** (c) Not available
- 43.** (b) Apart from Rule to make active voice of Present Perfect Tense, which is
Passive subject + has/have + been + third form of verb + by + passive object
Please also note that words like, "someone", "somebody", "people", "police", "public" etc are dropped. But in rare cases we can use them if sentence meaning is not clear.
- 44.** (b) Not available
- 45.** (d) Not available
- 46.** (d) Rule to make active voice of Simple Future Tense:
Passive subject + shall/will + be + third form of verb + by + passive object
- 47.** (c) Rule to make active voice of Future Perfect Tense:
Passive subject + will/shall + have + been + third form of verb + by + passive object.
- 48.** (d) If we have "Subject + Modal Auxiliary verb + first verb + object" then we change it to Passive subject + Modal Auxiliary verb + be + third form + by + passive object.
Modal Auxiliary verb are: can, could, shall, will, may, might, should, would, must, ought to etc.
- 49.** (a) Not available
- 50.** (b) Not available
- 51.** (c) Not available
- 52.** (d) Not available
- 53.** (d) Not available
- 54.** (d) Not available
- 55.** (a) Not available
- 56.** (b) Not available
- 57.** (b) Not available
- 58.** (a) When we use "we" with the universal truth, then "we" is not changed in indirect speech.
- 59.** (c) As in question we find word please so it's kind of request so option c is right answer.
- 60.** (c) When Reporting verb in past Tense and reported speech is having "was" after subject + First Verb.
Then we change "was" to "had been" + First verb.
- 61.** (a) Not available
- 62.** (d) Whenever some newspaper or magazine use "we", "our", "us" in direct speech, then it should be replaced by "it" or "its" in indirect speech.
- 63.** (a) Not available
- 64.** (d) When Reporting verb in past Tense and reported speech is having "may" after subject + First Verb.
- 65.** (a) If Reporting verb is in Past Tense and Reported Speech is a universal truth, then we do not change it in indirect speech.
- 66.** (c) Note: while changing it to indirect speech, remove "Sir/Madam" with "respectfully" as we did in this question.
- 67.** (d) Not available
- 68.** (c) Not available
- 69.** (b) When there is wh-questions inside inverted commas then we do not use if or whether in indirect speech.
Note: wh-questions means, questions starting with, "who", "what", "why", "whom" etc.
- 70.** (a) When Reporting verb in past Tense and reported speech is in "Past Perfect Continuous Tense", then we do not change the tense of the reported speech.
- 71.** (a) "I am your classmate" will remain in present tense in indirect speech because in "Robert will say to me" reporting verb is in future.
So when reporting verb in future or present, we do not change the tense of the reported speech.
- 72.** (d) Not available

- 73.** (c) Not available
- 74.** (d) Not available
- 75.** (d) In this type of imperative sentences, we do not use "if/whether", instead we use "to" to replace inverted commas.
- 76.** (c) Not available
- 77.** (d) While changing it to indirect speech, remove "Sir/Madam" with "respectfully" as we did in this question.