

# Passive and causative verbs

	ACTIVE FORM	PASSIVE FORM
Structure	Subject + Verb + Direct Object	Subject (direct object of active form) + Verb <b>to BE</b> (same tense as active verb) + Past Participle (of active verb) + <b>BY*</b> + Indirect Object (subject of active form)
Use	When it is important to underline who is responsible for the action, that is the subject that comes first.	When it is important to emphasise the person or thing acted on, that is the subject that comes first, or when who is responsible for the action is unknown or unimportant.
Main tenses	Present simple Present continuous  Past Simple Past continuous  Future simple Going to  Present perfect Past perfect  Conditional simple Conditional perfect  Modals Infinitive Gerund	› The guide <b>reads</b> the itinerary. › The guide <b>is reading</b> the itinerary.  › The guide <b>read</b> the itinerary. › The guide <b>was reading</b> the itinerary.  › The guide <b>will read</b> the itinerary. › The guide <b>is going to read</b> the itinerary.  › The guide <b>has read</b> the itinerary. › The guide <b>had read</b> the itinerary.  › The guide <b>would read</b> the itinerary. › The guide <b>would have read</b> the itinerary.  › The guide <b>may read</b> the itinerary. › <b>To read</b> › <b>Reading</b>



In sentences where the active form has both a direct and an indirect object, the following form is usually preferred: the subject of the passive form is the indirect object of the active form.

› Someone has left **him** a note. → He has been left **a note**. = A note has been left for **him**.



\* The indirect object introduced by *by* is not necessary, and is usually omitted when generic or irrelevant.

› They have built a new campsite in this area. → A new campsite has been built in this area (**by them**).

## CAUSATIVE VERBS

Structure	<b>To make someone do something</b> (to force or to cause) <b>To let someone do something</b> (to allow) <b>To have someone do something</b> (you ask someone to do something for you) <b>To have something done</b> (other people do this thing for you) <b>To get someone to do something</b> (to persuade)
Use	When we want to talk about something that someone else did for us or for another person. The subject caused the action but didn't do it themselves.

**1 Complete this table with the missing forms. Add any subjects where necessary.**

Active	Passive
They programmed it.	1.
2.	Ten sketchpads have been used.
3.	It will be dealt with.
I'm giving Mary my password.	4.
5.	It should have been written.
We are going to create a chart.	6.
He was including layout tools.	7.
They had sent him an e-mail.	8.
9.	The server has been checked.
10.	The LAN was fixed on time.

**2 Re-write these sentences using a causative verb. Sometimes there may be more than one option.**

1. Finally, John repaired your cable.

You .....

2. In this way hackers can easily steal your information.

You .....

3. The protocol suite allows the computers of a network to exchange data.

The protocol suite .....

4. He convinced me to install an antivirus.

He .....

5. E-commerce allows people to buy products online.

E-commerce .....

6. They asked a web designer to make their new website.

They had .....



**3 Complete the sentences with ONE word or nothing.**

1. The information from different blogs  
..... gathered  
..... content aggregators.

2. Data packets .....  
transmitted across an IP network.

3. They ..... their wireless  
system made ..... that new  
company last year.

4. Collaborative documents let multiple users  
..... work together on a  
single file.

5. The use of augmented reality will surely  
..... students learn in an  
engaging way.

6. In a smart factory every stage of  
manufacturing is .....  
computer-controlled.

7. A lot of workers have .....  
made redundant because of the use of  
robots.

8. They ..... finished the  
presentation last Monday.