

► the passive

► have something done

Refresh your memory

Passive

be + past participle

Will I be met at the airport?

They could have been delayed.

I've just been sacked (by the sales manager).

Passives can be less personal, perhaps to avoid blame.

Will the report be finished on time?
instead of *Will you finish the report on time?*

have something done

Expresses an arrangement for a different person to do something for us.

I normally have my suit dry-cleaned every week.

► Grammar and practice
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3.3 Grammar Passive structures and have something done



Passive structures; affirmatives, negatives and modals

1 Work with a partner.

Student A: You are a warehouse manager. The transport company you use has made some mistakes that you are angry about. Use active verbs to complain to Student B.

Student B: You are responsible for transport for the warehouse. Deal with Student A's complaints and use the passive to avoid taking the blame.

Student A

You've lost one of the cartons!

You delivered the goods two days late!

You damaged one of the machines!

Your trucks are very dirty!

You left one pallet in our loading bay!

Student B – sorry/carton/mislay

I'm very sorry to hear that that one carton was mislaid ...

admit/delivery/slightly/delay

it/should/be/pack/better

they/be/clean/at the moment

it/be/deliver/tomorrow

Now, change roles. **Student B:** You are a warehouse manager. The security company you use has made some mistakes that you are angry about. Use active verbs to complain to Student A.

Student A: You are responsible for security at the warehouse. Deal with Student B's complaints and use the passive to avoid taking the blame.

Student B

The alarm went off six times last night!

Your security guards don't follow procedures!

They damaged my Mercedes yesterday!

The new cameras don't work properly!

Student A

it/check/at the moment

they/be/train/next week

it/should not/be/park/in the loading bay

strange/they/service/yesterday

Passive questions and modals

2 In small groups, use the prompts to make passive questions about a security camera with a *yes/no* answer, as in the example. When you have finished, work with a partner. Close your books and try to ask and answer all the questions from memory.

camera/service/recently? Yes, it has./No, it hasn't.

Has the camera been serviced recently? Yes, it has./No, it hasn't.

1 *service/at the moment?* Yes, it is./No, it isn't.

2 *repair/last Tuesday?* Yes, it was./No, it wasn't.

3 *mend/soon?* Yes, it will./No, it won't.

4 *check/recently?* Yes, it has./No, it hasn't.

5 *clean/correctly?* Yes, it had./No, it hadn't.

6 *fix/by Friday?* Yes, it will (have)./No, it won't (have).

7 *use/in the meantime?* Yes, it can./No, it can't.

8 *change/if it can't be repaired?* Yes, it could./No, it couldn't.