

Active and passive
Tenses

Direct and indirect
speech

EXAMPLES

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Present continuous tense	
1	I am going to school now.
2	He is working now.
3	She is washing the clothes now.
4	They are walking to school now.
5	Ali is studying English book now.
6	Sara is writing her homework now.
7	Ali is giving some money to his friend.
8	Robber is escaping from the store now.
9	I am reading a short story now.
10	Asif is talking to Ahmad.

Simple present tense	
1	Asma pulls the flower every morning.
2	Ali gets first position at class every year.
3	Ahmad smiles every time he hears a joke.
4	Kamran wears new clothes every Friday.
5	Sohail loves his friends.
6	They play football in the ground every Friday.
7	She watches the cricket on TV every Tuesday.
8	He listens to the radio every night.
9	They hit the ball every morning.

10	She writes a note every afternoon.
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Present perfect tense	
1	She has done his homework.
2	They have kicked him.
3	I have slapped him
4	He has refused my invitation.
5	We have ran fast.
6	He has seen me.
7	You have walked to store.
8	They have typed articles.
9	He has bent a ruler.
10	Ali has come to our house.

Present perfect continuous tense

1	He has been working here since last month.
2	They have been driving cars since 2022.
3	She has been talking on the phone for two hours.
4	I have been watching TV since morning.
5	Sara has been fostering a baby since her brother death.
6	They have been sitting on the chair since half hour.
7	Ali has been eating breakfast since twenty minutes.
8	Asif has been tailoring since two months.
9	Ali has been making birthday cake since one week.

10	I have been listening radio for hour.
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Simple past tense

1	Ali went to his house yesterday.
2	I washed the dishes today morning.
3	They wrote a letter to me last week.
4	I sent him a gift yesterday.
5	They came here last year.
6	She brought me a present last month.
7	He bought a car yesterday.
8	They sold a Taxi yesterday.
9	He rode on the horse today afternoon
10	They slapped one another yesterday .

Past continuous tense	
1	He was writing a letter.
2	They were going to school.
3	She was shopping in the market.
4	He was waiting for Ali.
5	I was opening the packet.
6	He was digging.
7	They were sleeping.
8	He was selling his mobile.
9	She was scolding me.
10	They were looking at the dog.

Simple future tense

1	He will find a job tomorrow.
2	I will share a post tomorrow.
3	He will burn the garbage next month.
4	He will propose her next winter.
5	Sara will go to her village next month.
6	Asif will buy a new bike tomorrow.
7	I will carry the luggage tomorrow.
8	She will acclaim him tomorrow.
9	I will make a party next Christmas.
10	She will invite her friends for tomorrow dinner.

Future Continuous tense

1	I will be fixing the car.
2	She will be dancing.
3	He will be studying.
4	Sohail will be walking in the park.
5	Wohail will be trying to earn money.
6	Ali will be studying hard to become a doctor.
7	I will be finishing my homework.
8	He will be watching a movie.
9	Aysha will be cleaning the house.
10	We will be coming there.

Examples of Passive Tenses

Present continuous tense

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|---|---|
| 1 | She is washing the dishes
The dishes are being washed by her. |
| 2 | They are eating apples.
Apples are being eaten by them. |
| 3 | He is kicking the ball.
The ball is being kicked by him. |
| 4 | He is cleaning the kitchen.
The kitchen is being cleaned by him. |
| 5 | She is writing homework.
Homework is being written by her |
| 6 | They are making cakes.
Care are being made by them. |
| 7 | He is brushing the floor.
The floor is being brushed by him. |
| 8 | Ali is fixing the car.
The car is being fixed by Ali. |

Simple present tense

1	He reads a book. A book is read by him.
2	They paint the apartments. Apartments are painted by them.
3	Ali writes a letter. A letter is written by Ali.
4	You earn money . Money is earned by you.
5	He sells vegetable. Vegetable is sold by him.
6	They buy apples. Apples are bought by them.
7	She sends a letter to Ali. A letter to Ali is sent by her.
8	They laugh at me. I am laughed by them.

Present perfect tense

1	She has written a story. A story has been written by her.
2	They have brought books. Books have been brought by them.
3	She has hidden a pen. A pen has been hidden by her.
4	He has stolen Ali's bike. Ali's bike has been stolen by him.
5	She has knocked a door. A door has been knocked by her.
6	I have blown the candle. The candle has been blown by me.
7	He has scratched my phone glass. My phone glass has been scratched by him.
8	Ali has pushed the car. The car has been pushed by Ali.

Present perfect continuous tense

1	They have been finding a building. A building has been being found by them.
2	They have been pulling the sugar canes. Sugar canes have been being pulled by them.
3	He has been breaking the rules. The rules have been being broken by him.
4	Ali has been killing ants. Ants have been being killed by Ali.
5	They have been drawing things. Things have been being drawn by them.
6	She has been cooking lunch. Lunch has been being cooked by her.
7	Sara has been scolding Amjed. Amjed has been being scolded by Sara.
8	Ali has been refusing my invitation. My invitation has been being refused by Ali.

Simple past tense

1	They stole a purse. A purse was stolen by them.
2	He put the ball on the table. The ball on the table was put by him.
3	He cut the birthday cake. The birthday cake was cut by him.
4	She punched me. I was punched by her.
5	Uzma boiled eggs. Eggs were boiled by her.
6	He played cricket. Cricket was played by him.
7	She sang a song. A song was sung by her.
8	They wore shirts. Shirts were worn by them.

Past continuous tense

1	He was brushing the floor. The floor was being brushed by him.
2	They were spending money. Money was being spending by them.
3	He was covering a book. A book was being covered by him.
4	She was ordering rice. Rice was being ordered by her.
5	He was tasting the sauce. The sauce was being tasted by him.
6	He was jumping over the basket. The basket was being jumped over by him.
7	She was eating cake. Cake was being eaten by her.
8	He was posting a picture in Facebook. In Facebook a picture was being posted by her

Simple future tense

1	He will find a job. A job will be found by him.
2	They will buy a new car in a shop. A new car in a shop will be bought by them.
3	She will kick the ball. The ball will be kicked by her.
4	He will vex her. She will be vexed by him.
5	She will slap Asif. Asif will be slapped by her.
6	He will open the door. The door will be opened by him.
7	She will throw your rose. Your rose will be thrown by her.
8	He will give her a flower. A flower will be given to her by him.

Imperative sentences

1	Open the door. Let the door be opened.
2	Open your books. Let the books be opened.
3	Write two words. Let the two words be written.
4	Close the window. Let the window be closed.
5	Pick up the book. Let the book be picked up.
6	Slice onions. Let the onions be sliced.
7	Spell your name. Let your name be spelled.
8	Open your purse. Let your purse be opened.

Direct to Indirect speech Examples

Present continuous tense

1	He said “ I am going to city” He said that he was going to school.
2	Ali said to me “ I am walking in the park now” Ali told me that he was walking in the park then.
3	She says to Arif “ I am cleaning the kitchen ” She tells Arif That she was cleaning the kitchen.
4	He says “ I am making chicken now” He says that he was making chicken then.
5	They say to me “ we are missing you” They tell me that they were missing me.
6	He said “ I am not watching TV” He said that he was not watching TV.
7	She says to Ali“ I am so happy ” She tells Ali that she was so happy.
8	Asma says “ I am not eating too much” Asma says that she was not eating too much.
9	Ali said to me “ I am not responsible for you” Ali told me that he was not responsible for me.
10	They say to him “ we are celebrating Christmas” They tell me that they were celebrating Christmas.

Yes No questions

1	He said “ Is Ali from Mexico ?” He asked If Ali was from Mexico.
2	He said to me “ Do you like pears?” He asked me If I liked pears.
3	They said to Ali “ Have you heard our singing” They asked Ali If I had heard their singing.
4	She said to me “ were you in house? ” She asked me if I had been in house.
5	He said to Ali “ will you be my friend?” He asked Ali If he would be his friend.
6	They said to me “ Are you a teacher?” They asked me If I was a teacher.
7	She said “ Is Ali from Kabul?” She asked if Ali was from Kabul.
8	They said to them “ Did you see our car? They asked them if they had seen their car.
9	She said to him “ Have you ever been in Japan?” They asked him if he ever has been in Japan.
10	Ali said to me “ Are you my student?” He asked me if I was his student.

WH questions

1	He said to me “ what are you doing?” He asked me what I was doing.
2	They said to Ali “ what did he write?” He asked Ali what he had written.
3	She said to me “ what will you use for writing?” She asked me what I would use for writing.
4	Sara said “ Where is Ali from” Sara asked where Ali was from.
5	Sohail said to me“ What time do you go to school?” Sohail asked me what time I went to school.
6	Saleem said to me “ What month is it?” Saleem asked me what month it was.
7	Ali said to me “ How are you going to university?” Ali asked me how I were going to university.
8	Sohail said to Jamal “ How old are you?” Sohail asked Jamal How old I was.
9	Shakir said to her “ Where are you from?” Shakir asked her Where she was from.

10	Ali said to him “ Where did you go?” Ali asked him where he had gone.
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Imperative sentences

1	My brother said to me “ Help with poor people” My brother advised me to help with Poor people.
2	Ali said to me “ Please help me ” Ali requested me to help him.
3	He said “ Open the door” He ordered to open the door.
4	My mother said to me “ Don’t go out late at night” My mother forbade me to go out late at night.
5	Ali said to me “ let’s go to city” Ali suggested me to go to city.
6	She said to me “ I want to marry with you” She proposed me to marry.
7	He said “open your book” He ordered to open the book.
8	They said to me “ don’t smoke” They advised me to smoke.
9	Ali said to Asif “ Carry my bags” Ali requested Asif to carry her bags.
10	She said to me “ let’s go to cinema ” She suggested me to go to cinema.

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