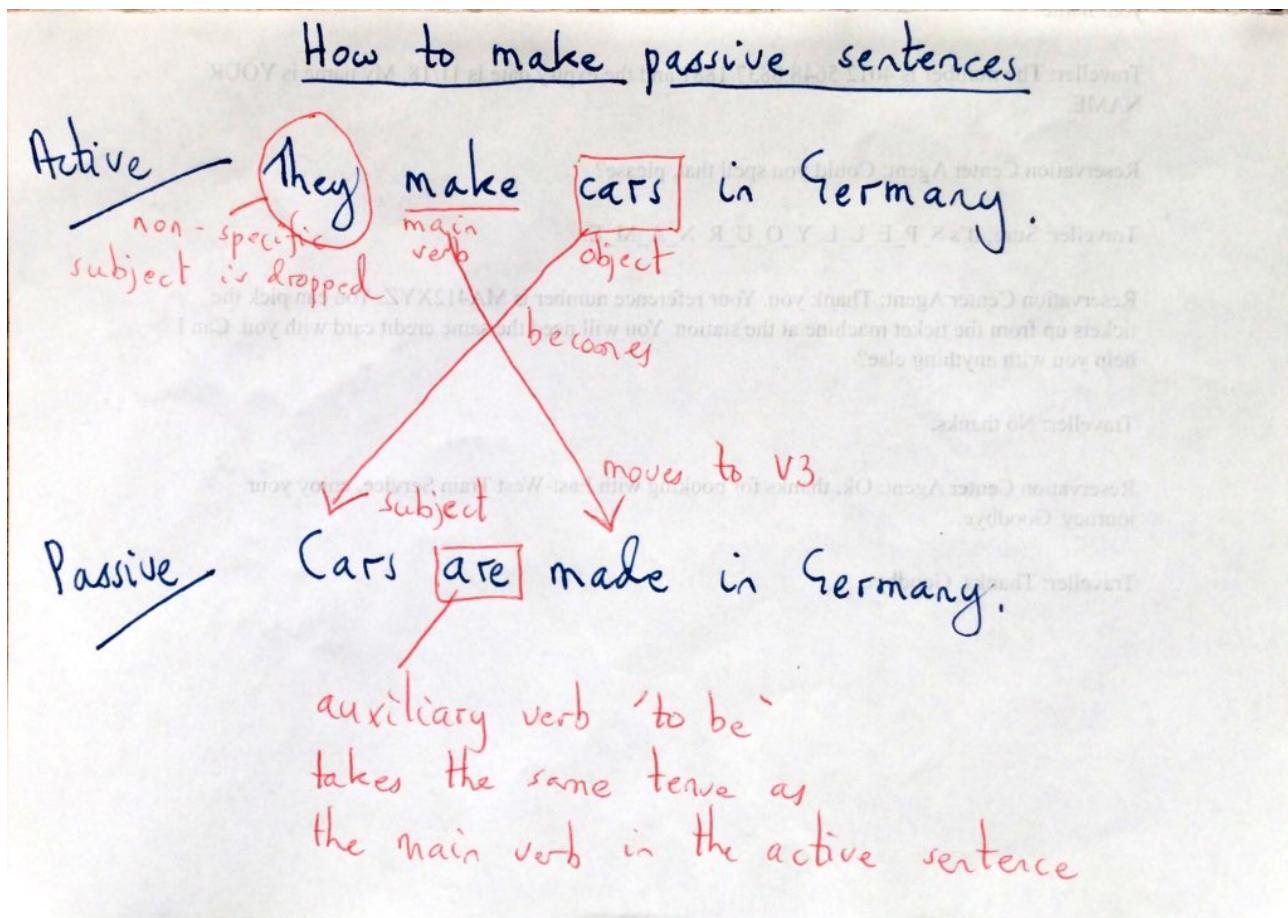


### Passive Voice - How, When and Why We use It



1. When you think the action itself is more important than 'the doer' of the action

Interested in the doer	Interested in the action
The farmer harvested the corn in September	The corn was harvested in September

2. When you think it is obvious who 'the doer' is, so it does not need to be mentioned

An obvious subject	Omitting the doer
The police arrested the burglar	The burglar was arrested

3. When 'the doer' of the action is unknown or we don't want 'the doer' to be known

A known doer	An unknown doer
Jonathan stole Peter's phone	Peter's phone was stolen

4. When you think 'the doer' is irrelevant

You feel it is relevant	You feel it is irrelevant
The manager will close the shop at 3pm	The shop will be closed at 5pm

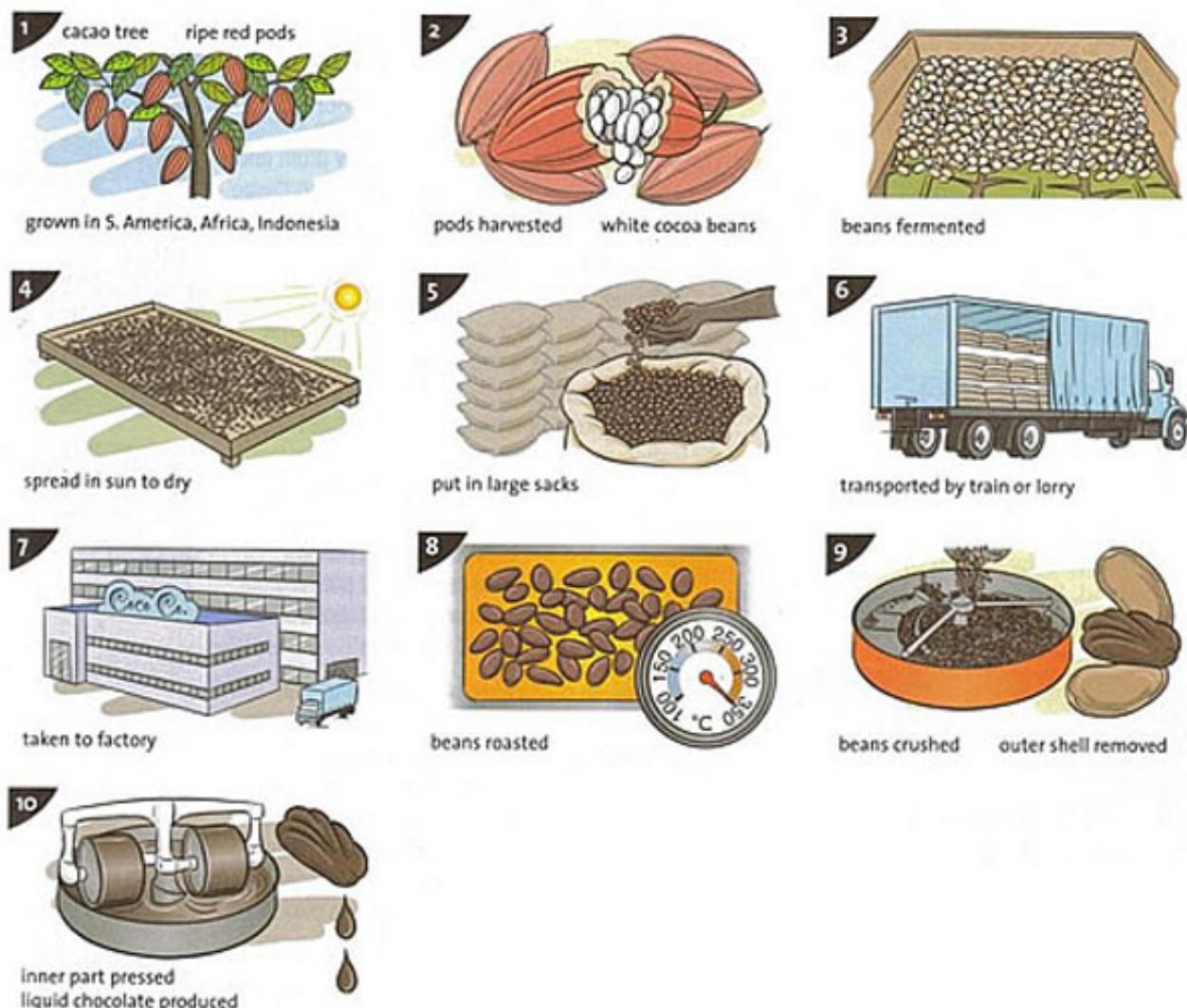
5. When you are writing a science report or an academic study or similar.

Referring to the researcher	Anonymising the researcher
I can draw several conclusions from the results	Several conclusions can be drawn from the results

The passive voice is also used when talking about novels, plays, poems and film:

‘War and Peace’ was written by Tolstoy.  
‘Hamlet’ was written by Shakespeare.  
‘Ode to Joy’ was written by Friedrich Schiller.  
‘Titanic’ was directed by James Cameron.

Here is an example of a mad-made process diagram, where you have to describe the process of making chocolate:



When we describe a process such as this, we are not interested in who does the activity, 'the doer or doers', we are interested in the activity itself.

So in order to emphasize this, the activities are used as the subjects. Check out the model answer below:

To begin, the cocoa comes from the cacao tree, which **is grown** in South America, Africa and Indonesia. Once the pods are ripe and red, they **are harvested** and the white cocoa beans **are removed**. Following a period of fermentation, they **are then laid out** on a large tray so they can dry under the sun. Next, they **are placed** into large sacks and **delivered** to the factory. They **are then roasted** at a temperature of 350 degrees, after which the beans **are crushed and separated** from their outer shell. In the final stage, this inner part that is left **is pressed** and the chocolate **is produced**.