

AE Academic English UK

Academic Writing

Passives

EXAMPLE



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Introduction to Academic Writing

EXAMPLE

1. Who is it for?

This worksheet as part of a series of lessons is designed for international students who are aiming to study in a university where English is the medium of instruction. No prior knowledge of academic writing is required, but the ability to read instructions will be helpful.

2. How long will it take to complete the worksheet?

Depending on the level of the student, their knowledge of academic English, and prior subject knowledge, this lesson would expect to take 60-90 minutes to complete.

3. What is academic writing?

Academic writing is a particular writing style that is seen in academic papers and students' assignments. It includes certain textual and grammatical features; it contains a logical structure, and it involves using a more formal register than everyday communication.

4. What features of academic writing will this worksheet cover?

This worksheet will cover passive voice.

5. What context will be used to practice academic writing?

The topic is 'global issues' and is connected to the United Nations Sustainable Development Goals (SDGs). These are 17 global goals that aim to create a better world for everyone by ending poverty and protecting the planet. Each lesson in the series contains the vocabulary from one or two SDGs; with this worksheet covering SDG2.

6. How to use this worksheet.

Students can use this independently or teachers can use it with their classes in either guided lessons or in a workshop type scenario.

Step 1: Look at the link at the beginning of each lesson for context.

Step 2: Look up the vocabulary in the 'vocabulary box' before completing the tasks.

Step 3: Read about the feature of academic writing for that lesson (Task 1).

Step 4: Work through each task reading the instructions carefully and checking the answers after each exercise by clicking on the links provided.

Step 5: Once the lesson is complete, move on to the next academic writing worksheet in our series, and apply what you have learnt to your writing.

Useful links for checking vocabulary

<https://www.merriam-webster.com>

<https://dictionary.cambridge.org>

<https://www.ldoceonline.com>

Passive Voice EXAMPLE

Context: SDG2: “End hunger, achieve food security and improved nutrition and promote sustainable agriculture” (United Nations, 2023).

Link: <https://sdgs.un.org/goals/goal2>

Vocabulary list: Look up these words and phrases before you start the tasks.

| | | | | |
|--------------------|---------------|-----------------|----------|----------------|
| civil insecurity | food scarcity | wasting disease | famine | microfinance |
| social development | loan | borrowers | lender | interest rates |
| capital (money) | entrepreneurs | certified | criteria | debts |

Task 1

Read the information about the passive voice before completing the following tasks.

The passive voice is used when we wish to focus on the action or the receiver of the action rather than the doer of the action. Although we can use the passive with most tenses, the five most common ones for academic writing are introduced here. Compare the use of active and passive voice paying particular attention to the verb forms.

| | Tense | Active | Passive |
|------|------------------|---|---|
| i. | Present simple | Civil insecurity, rising food prices and declining food production <u>cause</u> food scarcity. | Food scarcity <u>is caused</u> by civil insecurity, rising food prices and declining food production. |
| ii. | Past simple | Wasting disease <u>affected</u> 45 million children worldwide under the age of five in 2022. | 45 million children worldwide under the age of five <u>were affected</u> by wasting disease in 2022. |
| iii. | Present perfect | We <u>have made</u> progress on exclusive breastfeeding with 44% of babies now breastfed globally. | Progress <u>has been made</u> on exclusive breastfeeding with 44% of babies now breastfed globally. |
| iv. | Modal verbs | People <u>can make</u> a difference by making sustainable food choices. | A difference <u>can be made</u> by selecting more sustainable food choices. |
| v. | Future with will | A world without hunger <u>will have</u> a positive impact on economies, health, and social development. | Economies, health, and social development <u>will be positively impacted</u> in a world without hunger. |

Task 2

Look back at task 1, identify how passives are formed and write the rule in the box provided.

⇒ *Now check your answer here.*

Task 3

Rewrite the active sentences into the passive voice.

| | Tense | Active | Passive |
|------|---|---|---------|
| i. | Present simple | Millions of people in several famine-like conditions. | |
| ii. | | Food 7 million people in 2021 in South Sudan. | |
| iii. | Present perfect | Some organisations participants food or money in | |

| | | | |
|-----|------------------|--|--|
| | | exchange for completing [redacted] such as building roads. | |
| iv. | [redacted] | Microfinance <u>can advance</u> a zero-hunger world. | |
| v. | Future with will | Technology and innovation <u>will</u> [redacted] of global hunger. | |

⇒ *Now check your answers here.*

Task 4

Sometimes the passive voice is used for process writing. Write a paragraph of around 100 words on [redacted] using the given prompts.

| | |
|------------|---|
| Definition | [redacted] = banking service that [redacted] owners and entrepreneurs. |
| [redacted] | Borrowers have money-management [redacted] |
| Step 2 | Borrowers [redacted]. |
| [redacted] | Lender approves the loan, [redacted] and the payment plan. |
| Step 4 | Lender [redacted] together and borrowers pay debts together to help foster accountability [redacted]. |
| [redacted] | [redacted] are very high among borrowers. |

⇒ *Now compare your answer with the model answer here.*

Task 5

Underline the passive voice in the model answer.

⇒ *Now check your answers here.*

Task 6

Conduct some research on the process of 'how farmers in developing countries become [redacted]. Write a paragraph of around 100 words, starting with a definition of fairtrade and then using the [redacted] where possible to explain [redacted]

⇒ *Now compare your answer with the model answer here.*

Bibliography

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Passive Voice **ANSWERS**

Task 2

Look back at task 1, identify how passives are formed and write the rule in the box provided.

To be + past participle

Task 3

Rewrite the active sentences into the passive voice.

| | Tense | Active | Passive |
|-----|----------------|--|---|
| i. | Present simple | Millions of people in several [redacted] famine-like conditions. | Millions of people <u>are faced</u> with famine-like conditions in several African countries. |
| ii. | [redacted] | Food [redacted] 7 million people in 2021 in South Sudan. | In 2021 in South Sudan, over 7 million people <u>were affected</u> by food insecurity. |

ALL ANSWERS INCLUDED IN THE PAID VERSION...

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