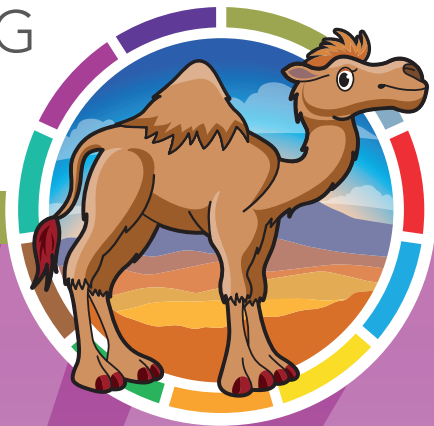


# Q Read 1

A STEP BY STEP GUIDE TO LEARNING  
HOW TO RECITE THE QUR'AN



4-7 years





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## LETTER INTRODUCTION

The method of teaching widely used in schools nowadays is the Phonetic Method i.e teaching the sound of the letter and not the name of the letter.

**Makhraj (Makharij)** is the place in the mouth from where the sound of the letter must come to give the correct pronunciation – in most cases, where the tongue should be placed.

There are 3 short vowels in the Arabic alphabet called ‘**Haraka**’. They are ‘Fatha’, ‘Kasra’ and ‘Dhamma’.

The first few exercises show the letters with fatha. Fatha should **not** be pronounced as the ‘aa’ sound in Africa or Far. It is a short vowel whose sound is ‘U’ as it sounds in Umbrella and Under or ‘A’ as in Answer and Asgher.

Introduce one letter at a time. Point to the letter and say the sound making sure the child pronounces it correctly after you. Show the student the position of the tongue.

Always say the sounds clearly pointing out the similar sounding letters and making sure that the student can recognize the difference when they are heard or pronounced.

For students who do not speak Arabic, it is always better to use examples of words that they are familiar with in their own language.

For example (ش) in shirt.

The most important lessons are from pages 2 to 21 as once taught correctly and understood will lay a firm and solid foundation.



ا	(U) for Umbrella	Tongue is flat in the mouth and the sound comes from the centre of the mouth
ب	(Ba) for Balloon, Baby <i>Dot at the <b>B</b>ottom</i>	Mouth and Lips together
ت	(Ta) for Teddy, Teacher, Table <i>Two dots</i>	Tongue touches the roots of the upper teeth
ث	(Th) for Thumb, Thirst, Think	Tongue is placed between the teeth
ج	(Ja) for Juice, Jam, Jogging <i>Ja has one dot in the tummy</i>	Pronounced as 'Ja' sound
ح	(Ha) for Hello, Hasan, Husayn (said heavily) <i>Place hand on chest</i>	Pronounced from the throat while pushing air out
خ	(Kh) for Khadija, Khaleel <i>Dot on head (place finger on head), sound from throat</i>	Distinctive sound like when you are clearing the throat
د	(Da) for Daddy, Daadi, Doll, Dora	Pronounced as 'Da' sound
ذ	(Th) for The, There, This	Keeping the tongue flat in the mouth between the teeth
ر	(Ra) for Rabbit, Run	Pronounced as 'Ra' sound
ز	(Za) for Zahra, Zoo, Zebra	Pronounced as 'Z' sound
س	(Sa) for Sun, Smile	Pronounced with the tip of the tongue touching the roots of the lower front teeth – hissing sound
ش	(Sh) for Shirt, Sheep, Shhhh <i>Place finger on lips for shhh</i>	Pronounced as 'Sh' sound
ص	(Saad) for Safiya, Sabiha	Pronounced with the tip of the tongue touching the roots of the upper front teeth – Whistling sound



ض	(Dhaad) for though, that	Pronounced by the whole tongue raised to the upper palate and with full mouth
ط	(Ṭa) for Toys, Tahir	Tongue touches roots of the upper teeth and is a heavy sound
ظ	(Zha) for Zhuhr	Raised tongue between the teeth and bringing it down with force
ع	(U) heavy sound for Ali, Abbas <i>Place hand on throat</i>	Heavy 'U' – sound comes from the throat
غ	(Gha) for Good Girl, Games, Green	Pronounced as 'Gh'. Care should be taken not to pronounce as 'G'
ف	(Fa) for Fish, First, Fatima <i>Taught as loop with one dot</i>	Pronounced as 'Fa'
ق	(Qa) for Qasim, Qamar (moon) <i>Taught as loop with two dots</i>	Sound comes from the throat. It is a heavy 'Q'
ك	(Ka) for Car, Cake, Cat	Pronounced as 'ka' Tongue in centre of the mouth
ل	(La) for Lamb, Lollipop, Lemon	Pronounced as 'La'
م	(Ma) for Mummy, Mickey Mouse	Pronounced as 'Ma'
ن	(Na) for Nose, Never, Namaz <i>Explain that it is different to Fa as it does not have a loop</i>	Pronounced as 'Fa'
و	(Wa) for Wow, Water	Pronounced as 'Wa'
ه هـ	(Ha) for hand, hat, everyone laughing Hahahahaha	Pronounced as a normal 'Ha' from the chest
ي	(Ya) for Yippee, Yay, Yellow <i>Yippee...we have reached the end of the alphabet</i>	Pronounced as 'Ya'



## LETTER RECOGNITION

ا ب ب ا ا ب ب ا

ت ب ت ب ت ا ب ت

ث ا ث ت ث ب ت ا ث

ج ا ج ب ج ت ج ث ج

ح ح ج ح ح ج ح ج ح

خ ح ج ح ا خ خ ح ج

د ج ح د خ د ب د ب

ذ د ذ ث د ذ ج د ت خ

ر ر ب د ر ذ ا ر ث ج ر

ز ذ د ر ز د ز ر ز د ز





س ز ب س خ ت س ح ر د س

ش ر ز ش ذ ب ش ح ث س ش

ص ش ت ص د ذ ص س ج ص

ض ص ش ب ص ض ح ص ض

ط ا ط ت خ ث ط ز ط س ط ر

ظ ط ط ض ظ ش ظ ط ظ ذ

ع د ذ ع ع ش ر ح ع ض ع

غ ع ص غ ظ غ ع ض ز ع غ

ف ب ت ف ث ف ط ع ف ف س

ق ف ذ ق غ ظ ق ق ز ف ق

ك ط ك ق ف ر ظ ز ض ق ك





## **JOINING LETTERS**

The student should have mastered all the sounds on the previous page and be able to recognize the letters easily.

This section is about joining the letters.

**Each page has 4 tables.**

**The first table** shows the 'Beginning', 'Middle' and 'End' of the letter when joined to other letters.

**The second table** is divided into 3 parts.

The first part shows words with the letter in the 'beginning'.

The second part shows words with the letter in the 'middle'.

The third part shows words with the letter in the 'end'.

**The third/last table** gives a selection of random words from the second table which should be used as a guide to analyse if the student has understood the page or not.

**It is important that the student is able to read the last table of every page easily before moving to the next letter. This will ensure that the student is able to recognize the letter in its different forms and will build fluency in reading especially when other concepts are introduced such as kasra, dhamma, sukun.**

There are 6 letters known as 'Non-Joining letters'. These letters do not join to other letters but allow other letters to join onto them – they only join at the

end of the word eg نوحا This is covered on Page 19.



### Teachers Tips :

The boat family consists of ي ن ث ت ب

To differentiate them from ف and ق is to tell the student that these two letters have a loop at the top.

---

Tail letters are ل ق ف ظ ط غ ع ض ص ش س خ ح ج

The tail stretches out to join hands with the next letter eg صي عم خل

---

The letters د and ذ sit up straight when another letter joins them حد تد

---

For the letter ك, take the baby from the middle and make it bigger to help the letter join so it becomes كف ,كن eg ك

---

The letter ء likes to be carried by و أ or ئ on a chair ئب ئق

---

The letter 'ha' ه when joined in the beginning changes its shape to ه (ha wearing glasses).

When it is in the middle of a word, it changes its shape to ه (butterfly 'ha')

When it has 2 dots at the top, it becomes 'TA' (Ta marbuta) ة



# ب ت ث

End	Middle	Beginning	Letter
بَ	بِ	بُ	ب
تَ	تِ	تُ	ت
ثَ	ثِ	ثُ	ث

بَنَ	تَبَ	ثَوَ	تَصَ	تَقَ	بَرَ	ثَرَ
تَبَوَ	بَبِنَ	تَثَلَّ	بَثَرَ	مَثَبَ		
مَبَتَ	مَتَثَ	بَيَلَّ	ثَتَوَ	مَثَلَّ		
بَتَ	ثَبَ	مَتَ	ثَتَ	مَبَ		
تَبَ	بَثَ	مَتَ	مَثَ	بَثَ		

بَبَسَ	تَقَ	بَثَلَّ	مَثَبَ	تَصَ		
تَبَسَ	ثَوَ	تَثَلَّ	ثَقَ	مَبَتَ		



# ن ي

End	Middle	Beginning	Letter
نَ	نَ	نَ	نَ
يَ	يَ	يَ	يَ

نَوَّ	يَدَ	نَلَ	يَمَ	يَلَ	يَنَ	يَرَلَ
بَنَثَ	بَيْرَ	تَنَنَ	تَنَطَ	تَنَنَ	تَنَنَ	تَنَنَ
بَيْثَ	مَنِيَّ	تَيْنَ	نَيْرَ	مَنَسَ	مَنَسَ	مَنَسَ
تَنَنَ	بَتِيَّ	تَبِيَّ	تَنَنَ	مَثِيَّ	مَثِيَّ	مَثِيَّ
تَيْنَ	سَنِيَّ	بَيْنَ	مَنِيَّ	تَنِيَّ	تَنِيَّ	تَنِيَّ

بیشینبیشینبیشینب				
تِی	ثِی	یِی	بِی	یِی

# ج ح خ

End	Middle	Beginning	Letter
جَ	جِ	جْ	ج
حَ	حِ	حْ	ح
خَ	خِ	خْ	خ

جَتَ	جَثَ	جَسَ	حَبَ	حَتَ
جَشَ	خَلَ	خَسَ	خَطَ	حَنَ
يَحَطَ	مَخَتَ	مَجَبَ	نَخَبَ	جَحَمَ
مَخَثَ	تَجَبَ	مَخَدَ	تَجَدَ	بَخَلَ
نَتَحَ	مَيَجَ	نَبَخَ	يَبَجَ	مَتَخَ
مَنَجَ	بَيَخَ	تَدَحَ	مَبَجَ	جَخَ

جَشَ	بَخَلَ	بَيَخَ	حَبَيَ	يَبَجَ
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# س ش

End	Middle	Beginning	Letter
سَ	سَ	سَ	سَ
شَ	شَ	شَ	شَ

شَبَلْ	سَجَدَ	شَتَّى	شَجَرَ	شَيْنَ
شَدَّ	سَيَّرَ	سَنَخَ	شَبَّرَ	سَتَلْ
حَسَدَ	جَشَنَ	تَشَلْ	بَسَطَ	جَشَسَ
خَشَلْ	مَسَحَ	جَشَنَ	بَسَجَ	ثَشَبَ
يَنَسَ	تَبَشَ	حَبَشَ	بَنَسَ	مَيَسَ
تَنَشَ	بَيَسَ	بَنَشَ	جَتَشَ	بَتَسَ

سَجَدَ	جَشَنَ	بَيَسَ	شَبَّرَ	مَيَسَ
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# ص ض

End	Middle	Beginning	Letter
صَ	طَ	هَ	صَ
ضَ	ظَ	هَ	ضَ

صَبَ	ضَطَّ	صَوَّ	ضَنَّ	صَلَّ
صَحَّ	ضَبَّ	ضَوَّ	صَرَّ	ضَدَّ
بَضَنَّ	نَضَرَ	حَضَرَ	مَضَتَّ	مَضَوْا
بَصَرَ	حَضَّتْ	نَضَرَ	بَصَجَ	حَضَلَ
ثَنَّ	تَضَّ	خَبَصَ	جَشَّصَ	حَنْضَ
ثَبَضَ	حَجَّصَ	تَحَضَّ	خَبَضَ	خَسَّصَ

بَضَنَّ	جَشَّصَ	صَبَحَ	جَبَّصَ	نَضَرَ	صَبَّتْ
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# ط ظ

End	Middle	Beginning	Letter
ط	ط	ط	ط
ظ	ظ	ظ	ظ

طَبَّ	ظَحَّ	طَيْشَ	ظَسَخَ	طَجَبَ
طَبِصَ	ظَحَبَ	ظَنِّيَ	طَتَضَ	ظَشِيَّ
شَظَجَ	خَطَبَ	حَظَرَ	يَطَثَ	بَطَرَ
صَظَحَ	سَطَتَ	تَطَنَ	بَطَنَ	نَظَسَ
تَشَظَّ	بَنَظَ	خَشَطَ	حَبَظَ	بَشَطَ
شَظَطَ	صَنَطَ	سَحَظَ	خَتَطَ	يَصَظَ

يَصَظَ	بَطَنَ	خَتَطَ	ظَشِيَّ	سَطَتَ	ظَسَخَ
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# ع غ

End	Middle	Beginning	Letter
عَ	عْ	عَ	عَ
غَ	غْ	غَ	غَ

عَظَنَ	عَبَسَ	عَجَتَ	عَثَ	عَضَ
عَطَشَ	غَيَبَ	غَتَصَ	عَشِيَ	غَضَنَ
سَعَبَ	صَغِيَ	تَعَجَ	ضَغَطَ	يَعَثَ
ظَعَخَ	شَغَثَ	حَعَصَ	تَغَضَ	بَعَسَ
نَبَحَ	جَشَعَ	ثَضَعَ	طَغَ	بَعَ
حَبَغَ	بَضَغَ	طَيَعَ	جَسَعَ	شَتَعَ

غَتَصَ	جَسَعَ	ضَغَطَ	نَبَحَ	عَشِيَ	بَغَضَ
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# ف ق

End	Middle	Beginning	Letter
فَ	فُ	فَ	فَ
قَ	قُ	قَ	قَ

قَبَسَ	قَحْضَ	فَعَثَ	قَيْنَ	فَطَحَ
قَصَشَ	فَتَعَ	قَخَعَ	فَبَسَ	قَنَجَ
نَفَخَ	سَقَطَ	نَفَثَ	خَقَّتَ	شَفَقَ
خَقَنَ	بَفَطَ	يَفَتَ	نَقِيَ	بَقَحَ
صَحَفَ	ثَطَفَ	خَضَقَ	بَحَقَ	شَيَقَ
خَفَقَ	بَحَفَ	سَجَفَ	حَيَقَ	يَعَفَ

سَجَفَ	نَقِيَ	قَصَشَ	يَعَفَ	بَفَطَ	فَعَثَ
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# ك ل

End	Middle	Beginning	Letter
كَ	كَ	كَ	كَ
لَ	لَ	لَ	لَ

كَنَّ	لَبَّحَ	لَطَفَ	كَشَعَ	كَيَّنَ
لَضَغَ	كَحَتَ	لَثَعَ	كَغَسَ	لَفَظَ
يَكَغَ	كَلَفَ	سَكَنَ	جَلَسَ	بَكَشَ
تَكْضَ	عَلَشَ	ثَلَفَ	سَكِّيَ	عَلَجَ
ظَنَّاكَ	خَبَلَا	سَتَلَا	بَظَلَاكَ	جَيَّاكَ
حَصَلَا	لَسَاكَ	يَغَاكَ	قَتَلَا	فَعَلَا

حَصَلَا	كَلَلَا	سَكِّيَا	بَظَلَاكَ	عَلَشَا	كَحَتَا
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# ه ح

End	Middle	Beginning	Letter
مَ	مَ	مَ	مَ
هَ	هَ	هَ	هَ
هَ	هَ	هَ	هَ

مَنَعَ	هَخَلَ	مَلَخَ	هَقَبَ	مَشَحَ
هَضَتَ	مَعَبَ	هَشَعَ	مَلَيَ	هَظَصَ
قَهَظَ	حَمَلَ	ظَهَبَ	صَمَتَ	بَهَكَ
بَهَفَ	لَهَكَ	لَمَتَ	ثَهَطَ	شَمَكَ
كَلَمَ	فَكَهَ	بَظَهَ	هَضَمَ	بَقَهَ
شَفَهَ	كَلَهَ	غَشَمَ	مَنَهَ	جَتَهَ

هَضَتَ	ثَهَطَ	هَضَمَ	شَفَهَ	مَلَخَ	بَقَهَ
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LETTERS THAT DO NOT JOIN -

NON-JOINING LETTERS

ا د ذ ر ز و

End	Letter	
أَ	أَ	بَا غَا حَا شَا لَشَا سَلَمَ
ءَ	دَءَ	تَه تَم تَت هَهْفَه نَكَّة
دَ	دَ	فَدَ طَدَ عَدَ ضَدَبَ
ذَ	ذَ	شَذَ قَذَ غَذَ طَذَقَ
رَ	رَ	جَرَ ضَرَ مَرَ هَرَ
زَ	زَ	لَزَ طَزَ قَزَ حَسَزَ
وَ	وَ	كَوْ فَوْ غَوْ يَوْظَ



EXERCISE PAGE

وَجَدَ	لَلْ	كَلْ	كَأْ	لَلَا	لَشَأْ
سَنَنْ	نَيْرَ	بَهَيَ	لَطَفَ	مَنِيْ	
صَحَفَ	خَلَقَ	لَلَمْ	قَضَةَ	لَا	
مَلَا	جَلَسَ	نَّكَةَ	مَثَلَ	بَهَكَ	
هَئَفَ	نَذَغَ	قَدَسَ	لَا	جَنَشَ	
هَيَ	لَا	قَنَأَ	مَكَرَ	صَدَعَ	نَرَدَ
نَسَطَ	هَبَذَ	دَفَعَ	زَحَمَ	وَعَدَ	
فَخِيَ	زَحَوَ	شَبَهَ	حَكَوَ	لَلَا	لَا
نَطَفَ	بَضَةَ	كَأَضَ	نِيْ	مَلَوَ	عَلَرَ
بَخَسَ	حَمَبَ	يَجَلَ	بَخَسَ	تَجَرَ	نَحَفَ





## FATHA, KASRA AND DHAMMA

There are 3 short vowels in Arabic: they are called 'haraka' – Fatha, Kasra and Dhamma.

### Fatha 😐

A small slanting stroke above the letter.

It is a short vowel whose sound is 'U' as it sounds in umbrella, under or the 'A' as it sounds in Answer, Asgher.

It should not be pronounced as the 'Aa' in Africa, far.

### Kasra 😊

Introduce Kasra as being a small slanting stroke below the letter.

It is again a short vowel whose sound is 'I' as it sounds in: it, bit, fit, sit.  
It should not be elongated to 'ee' as in eel, feel, beet.

It can also be explained as a 'Smiley face' – when going down the slide, you smile and say 'Ee'.

### Dhamma 😬

Introduce Dhamma as a small comma above the letter.

It is a short vowel 'U' as it sounds in full, bull, pull.  
It should not be elongated to 'oo' as in fool, cool, tool.

It can also be explained as a 'Round mouth' – when going round the roundabout, you say 'Oo'.

**Introduce the haraka one at a time, drawing them on top of the letters. Use the 3 boxes for explaining Fatha, Kasra and Dhamma. Take as much time as necessary. Do not rush.**



## FATHA, KASRA & DHAMMA

Place the haraka of your choice on the words below and see if you can read them

لَبَّرَ	عَجَّةَ	ظَتَمَ	غَحَسَ	قَشَلَ	يَضَطَّ
ثَعْدَ	حَكَغَ	فَخَذَ	نَمَفَ	طَسَجَ	ضَتَخَ
بَهَكْ	لِلو	صَظَفَ	مَنَقَ	تُكَّةَ	هَنَّ

لَبِّرَ	عِجِهَ	ظَتِمَ	غِحِسَ	قِشَلِ	يَضِطِ
ثَعْدَ	حَكَغَ	فَخَذَ	نَمَفَ	طَسَجَ	ضَتَخَ
بَهَكْ	لِلو	صَظَفَ	مَنَقَ	تُكَّةَ	هَنَّ

لُبُّرُ	عُجَّةُ	ظُتْمُ	عُحْسُ	قُشْلُ	يُضْطُ
ثَعْدَ	حَكَغَ	فَخَذَ	نَمَفَ	طَسَجَ	ضَتَخَ
بَهَكْ	لِلو	صَظَفَ	مَنَقَ	تُكَّةَ	هَنَّ



بِه	بَه	بُهُ	بِه	بُهُ	بَه
بَةُ	بُهُ	بَةُ	بَةُ	تَز	تُر
فِر	فُر	فُر	خَه	خَه	خَه
خِي	خِي	خِي	ثَح	ثَح	ثَح
لِذ	لِذ	لَذ	هَط	هَط	هَط
جَأ	جَأ	جَأ	نَس	نِس	نُس
كَل	كَل	كَآ	كَل	إِل	لَأ
يِي	لِي	فِي	أَه	ئَل	ئِل
أَم	لَم	إِم	تَب	ئُظ	ئُب
يَل	لِي	يَت	تِي	يَلُ	كِي
رُز	وُء	سُر	فِش	لُف	أَف



فَجَرَ	فَجَرَ	فُجِرُ	فَجِرِ	فُجِرَ
شَكَرَ	قَبَسَ	ضَغَطَ	خَدَمَ	ثَبِتَ
رَهَفَ	بَلَزَ	مُعَشُ	بُصِرُ	كُتِبَ
قَرَبَ	بَصَرَ	شَجَعَ	كَبَرَ	ضَمَرَ
قَدُسَ	مُلِكَ	شَحِمَ	كَرَمَ	قُبِحَ
رَهَفَ	قَتَلَ	سُئِلَ	نُصِفَ	أَدِبَ
خُلِقَ	صَغَرَ	سُطِحَ	جَدُلَ	غُلِظَ
نُفِخَ	عَجَرَ	كُتِبَ	سَهِّلَ	بَعُدَ
فَتِحَ	شُكِرَ	فَلَا	مَلَا	نُكِرَا
هُدِيَ	أُخِرَ	خُفِيَ	فَرَضَ	صَدَقَ
عُقِدَ	غَشِيَ	سُئِلَ	جُمِعَتْ	بِيدِكَ



## SUKUN

The 'Sukun' is a semi-circle above a letter.

It shows that the letter has no vowel and only the phonetic sound of the letter should be pronounced.

A word can never begin with a sukun.

The sukun can only be read joined with the previous letter with a haraka – fatha, kasra or dhamma.

أَ	أَبْ	لَ	لَبْ	بَلْ	بَنْ
خَبْ	شَبْ	جَبْ	طَبْ	سَفْ	سَمْ
شَمْ	لَمْ	دَمْ	ذَلْ	عَدْ	بَذْ
صَتْ	ضَرْ	طَفْ	طَلْ	ظَمْ	ظَدْ
حَجْ	حَنْ	أَنْ	مَنْ	سَلْ	نَمْ
يَقْ	بَلْ	مَلْ	تَلْ	كَلْ	كَرْ
بَرْ	نَرْ	جَرْ	جَتْ	حَتْ	مَتْ
بَهْ	تَهْ	هَشْ	هَبْ	سَدْ	بَلْ



أَبْ	إِبْ	أُبْ	أَتْ	إِثْ	أُتْ
أَنْ	إِنْ	أُنْ	بَلْ	بِلْ	بُلْ
دَسْ	دِسْ	دُسْ	وَلْ	وِلْ	وُلْ
جَزْ	جِرْ	جُرْ	مَخْ	مِخْ	مُخْ
كِرْ	كُرْ	كِسْ	سُنْ	سِلْ	سُلْ
حَزْ	حِرْ	حُرْ	خِمْ	خِلْ	خُلْ
أَدْ	بُزْ	تُزْ	حُدْ	حُرْ	بُلْ
تُمْ	قُمْ	قِمْ	هِمْ	هَجْ	هُجْ
هَفْ	صُدْ	ضِفْ	سِجْ	عُدْ	قُلْ
طِنْ	قُزْ	عُرْ	بِتْ	ظِمْ	كُنْ
لَمْ	صُمْ	ضُعْ	سَلْ	زِنْ	سِرْ



دَمَ	ذِهْ	وَهْ	رَجْ	وَنَ	فِشْ
مِنْ	هُمْ	لَكَ	أَمِلَ	أَلَمْ	لَطَفَ
فَهَلْ	لَهُمْ	بُلْبُلْ	إِصْبِرْ	سَرَدَهْ	
أَمْسِكْ	خَنَدَقْ	أَنْزِلْ	أَلَقْتُ	مَشْرِقْ	
قُلْتُمْ	زِلْتُمْ	أَقْتُلْ	تَلَيِّرْ	بُرُقَعْ	

By now the student should be familiar with words that have 'sukun'. They will easily join the letters that have a 'sukun'. However most students will forget to pronounce a basic word with the same 2 harakas such as 2 fathas or 2 dhammas as individual letters that are not joined. They will tend to join the letters. The lines below will practice the concept of differentiating non- sukun and sukun letters in words.

مَدَ	مَدُ	فِلَ	فِلُ	تُمَ	تُمُ
تَنَّ	تَنَّ	وَهْ	وَهْ	يِهْ	يِهْ
خَمَ	خَمُ	لَتَ	لَتُ	مِشْ	مِشُ
مَنْ	مِنْ	كُلْ	كَمْ	هَبْ	لِيْ



قَلَمُ	لَهُمُ	فَهَلْ	لَكُمْ	وَعِظُ
قَدَمُ	قَدَمَ	قَدُمُ	قَدَمَ	جَبَرُ
خَبَرُ	خَبِرُ	خَبِرُ	تَشَرُ	تُشِرُ
تَشُرُ	وَزُنُ	وَزَنُ	جَفَنُ	جُفِنُ
أُنْزِلَ	قُلْتُمْ	مَعَكُمْ	طَبْتُكُمْ	يَغْفِرُ
نَشْرَحُ	صَدْرَكَ	تَسْمَعُ	نَعْبُدُ	أَنْتُمْ
مِنْهُمْ	أَمْسِكْ	أَرْكُضْ	قُلْتُمْ	تَعْلَمُ
مِنْهُمْ	أَظْلَمَ	أَنْتُمْ	أَحْسِنُ	تَقْصُصُ
الْحَمْدُ	عَلَيْهِمْ	أَنْعَمْتَ	أُسْكُنُ	ظَلَمْتُمْ
أَنْذَلَ	فَاخْرَجَ	لِتَفْتَرِيَ	يُدْخِلُكُمْ	أَنْفُسِهِمْ
أَلَمْ نَشْرَحْ لَكَ صَدْرَكَ				





## LONG VOWELS

### Long Vowel Fatha

A long vowel Fatha is written as an 'alif' joined to the end of a letter or a vertical stroke above a letter.

They lengthen the letter with a fatha to 2 harakaat (equals to about 2 Aa's) sounding like 'aa' eg burn to barn ; fur to far.

$$\begin{array}{l} \text{بَ} = \text{بَا} = \text{ا} + \text{ب} \\ \text{فَ} = \text{فَا} = \text{ا} + \text{ف} \end{array}$$

### Long Vowel Kasra

A long vowel Kasra is written as a 'ya with a sukun' that is joined to the end of a letter or a vertical stroke below a letter.

They lengthen the letter with the kasra to 2 harakaat (equals to about 2 I's) ; sounding like 'ee' eg bin to been, kip to keep.

$$\begin{array}{l} \text{بِ} = \text{بِي} = \text{ي} + \text{ب} \\ \text{لِ} = \text{لِي} = \text{ي} + \text{ل} \end{array}$$

### Long Vowel Dhamma

A long vowel Dhamma is written as a 'wa with a sukun' that is joined to the end of a letter or an inverted dhamma above a letter.

They lengthen the letter with a dhamma to 2 harakaat (equals to about 2 U's) ; sounding like 'oo' eg full to fool.

$$\begin{array}{l} \text{بُ} = \text{بُو} = \text{و} + \text{ب} \\ \text{قُ} = \text{قُو} = \text{و} + \text{ق} \end{array}$$



بَا تَا ثَا جَا حَا خَا دَا ذَا

مِي سِي ضِي كِي طِي وَيِي

أُو بُو ثُو ثُو جُو حُو

بَا بُو يِي تِي تَا ثُو

جُو جَا حِي حَا خُو خِي

دَا دُو دِي ذَا ذُو دِي

رُو زَا زِي سِي سَا شُو

شِي صُو صَا ضِي ضُو طُو

طِي ظَا ظُو عِي عُو غَا



غِي	فُو	فَا	قِي	قُو	كِي
لِي	لَا	مَا	مِي	نُو	نِي
وُو	هِي	هُو	ئِي	يِي	يَا

A ُ with a 'sukun' after a letter with a fatha produces the sound 'aw' eg Now.

A ُ with a 'sukun' after the letter with a dhamma elongates the the dhamma to 2 harakaat eg boot, loot

أُو	سُو	نُو	لُو	حُو	طُو
أُ	سُ	نُ	لُ	حُ	طُ
بَنُو	يَقُو	فَوْقَ	أَوْنَ	دُونِ	



A 'sukun' on the letter **يُ** after a letter with a fatha produces the sound 'ai' as in Husain, Aim

A 'sukun' on the letter **يُ** after a letter with a kasra elongates the letter to 2 harakaat making 'i' into long vowel 'ee' eg slip to sleep; fill to feel

أَيُّ	بِيَّ	فِيَّ	حَيَّ	ضَيَّ	كَيَّ
إِيَّ	يِيَّ	فِيَّ	حِيَّ	ضِيَّ	كِيَّ
بَيْنَ	فِيهِ	كَيْفَ	غَيْبَ	أَخِيهِ	

The lines below gives practice to all the long vowel concepts introduced.

قَالَ	فِيَّ	بَيْنَ	حَوْلَ	كَانَ
يَوْمَ	كَيْفَ	نُوحَ	إِذَا	سَوْفَ
رَأَيْتَ	أَلَا	دُونِ	أَكِيدُ	قَوْمَ
بَوْنًا	أَيْنَ	وَمَا	صُورِ	وَقِيلَ



Another way of writing 'Long Vowel Fatha' is a short 'alif' on top of the letter. It also lengthens the letter with a fatha to 2 harakaat.

ب	ت	ث	ج	ح	خ	د	ذ
قُلْ	قَالَ	كُتِبَ	كِتَابُ	ذَالِكَ	ذَلِكَ		

Another way of writing 'Long Vowel Kasra' is a short 'alif' at the bottom of the letter. It also lengthens the letter with the kasra to 2 harakaat.

م	س	ض	ك	ط	و
تَجْزِي	تَجْزِي	قِيلِح	قِيلِح	يُحْيِي	يُحْيِي

Another way of writing 'Long Vowel Dhamma' is an inverted dhamma (like the number 6) on top of the letter. It also lengthens the letter with a dhamma to 2 harakaat.

أ	ب	ت	ث	ج	ح
يَرَهُو	يَرَهُ	دَاوُودَ	دَاوُدَ	أَمْرُحُو	أَمْرُحَ



This page consists of words that include all the sounds and rules covered in the previous pages. Repeat this page as many times as necessary to improve accuracy and speed.

أَوْهَنَ	بِهِ	تَتُوبُ	قَلْ	يُحْيِي
تَلُونِ	بَعْدِهِ	يَصُومُ	وَقِيلَهُ	بَيَضِي
صَادَقَ	صَيْفَ	وَقِيلَهُ	غَاوَنَ	خَلِدُونَ
لَدُوْ	فِيهِ	بَعْدِهِ	مَالَهُ	كَوْثَرَ
أَعُوذُ	كُتِبَهُ	قُبُورُ	عَذَابَ	رِسَلَتِ
فَذُوْ	بَنُوْ	كِتَبَهُ	شَاوَرَ	تَرَوْحُ
جَاعَ	عَلَيَّ	آخَرَ	يَرَهُ	سَوَّطَ
يَقُولُ	بِنْتَانِ	كَلِمَتِ	بَيْنَ	أَرْضِهِ
صَادَقَ	بَيْتِيْ	تَكُونُ	سَبِيلَهُ	سُبْحَنَكَ
بِإِذْنِ	رَسُولُهُ	عَلَمَيْنِ	صَدِيقَيْنِ	يَسْتَوْفُونَ



## HAMZA 'ع' - THE HICCUP SOUND

**Hamza ع** does not change its form. It does not join to any letters and neither can it be joined to.

Most of the time, it is carried by أ و or ع

A hamza above an 'alif' or 'waw' with a sukun on it cuts the short vowel 'a' and 'u' respectively, producing a **jerky** or **hiccup** sound.

This hamza is known as 'Hamzatul Qat' or the 'cutting hamzah' eg:

Bu' = بُؤْ

Bi' = بِيْ

Ba' = بَأْ

يَأْمُرُونَ

**Ya' muroona** - The 'alif' does not lengthen the letter 'ya' to a 'yaa'.

*Instead, because of the 'hamza', it produces a short jerky ya'*

يُؤْمِنُ

**Yu' minu** – The 'waw' does not lengthen the letter 'yu' to a 'yoo'. Instead,

*because of the 'hamza', it produces a short jerky yu'*

Sometimes the 'hamza' is not written above the Alif. Only a sukun is written. The hiccup/jerky sound will still be pronounced eg :

قَرَأْتُ

Qa Ra' Tu



Let the student compare the first two lines below, noting the difference in recitation. Again, ensure that the long vowel is elongated to 2 harakaat only.

بَا	تَا	جِي	سِي	فُو	مُو
بَاءُ	تَاءُ	جِيْ	سِيْ	فُوْ	مُوْ

تَأْوِيلُ	قَرَأَتْ	بِأَسْ	شَأْنُ	يَوْمِ	يَوْمِ
وَأَمْرُ	شَيْءٍ	مَاوَاهُمْ	يَأْتِكُمْ	تُؤَثِّرُونَ	تُؤَثِّرُونَ

**Practice Table:** All the sounds and rules covered so far have been put in the next exercise. Make sure the long vowels are elongated to the correct length and the hiccup sounds are pronounced correctly. Repeat this exercise as many times as necessary to improve understanding and fluency.

قَالَ	تَأْكُلُ	شَاوَرَ	إِلَيْكُمْ	يَوْمِ	يَوْمِ
تَأْتِيهِمْ	يَعْلَمُ	مَا كُنْتُمْ	يَوْمِ	تَأْخُذُ	تَأْخُذُ
يُوتِيهِ	بِنْتَانِ	يَسْأَلُونَكَ	مِنْ	نَسِيَا	نَسِيَا
طِفْلَانِ	جِئْتُ	قَاسَمَ	يَأْتِيهِ	رُءْيَاكَ	رُءْيَاكَ





فَلَا	إِسْمُهُ	تَأْوِيلُ	قَرَأَتْ	وَعَصَيْنَا
وَلَا	تَأْكُلُونَ	وَجَعَلْنَكُمْ	بِمَا	نَسِيتُ
مُفْسِدِينَ	مِنْ	أَمْرِي	فَأَنْجَيْنَكُمْ	يَافِكُونَ
يَلُودُونَ	أَخْلَدَهُ	سُبْحَنَكَ	رَأْسِي	فِيهَا
يُوسُفَ	يَأْمُرُكُمْ	اتَيْنَهُمْ	ضَيْفِي	يَأْمُرُ
مِنْ	بَعَهُ	زَوْجَيْنِ	سُبْحَنَهُ	بُئْسَ
يَسْتَحْيِي	وَأَتُونِي	سَمَوَاتٍ	يَلُونَ	عَلَمِينَ
وَكَانَ	يَنْقُضُونَ	وَإِسْمَاعِيلَ	وَإِسْحَاقَ	
وَيَعْقُوبَ	وَلَا	تَأْوِيلُ	وَبَرَكَتُهُ	مُفْسِدِينَ
نُورُهُمْ	أَبَوِيهِ	يُوتُونَ	خَطِيئَكُمْ	بَيْنَكُمْ
أُمْلِي	رَازِقِينَ	مَاوَاهُمْ	نُوحِيهِ	فَسَيَنْغِصُونَ



## TANWEEN

An extra vowel (double vowel) is called tanween. It means adding an 'n' (ن) sound on a vowel 'a', 'i' or 'u'.

### Fatha with Tanween (Double Fatha)

Makes an 'un' sound as in bun, sun, fun, run

Double Fatha is always written with an 'ا' which is not pronounced.

بَا = بَئ	سَا = سَئ	فَا = فَئ
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Students may get confused with the 'ا' that follows a letter (as above).

Make sure that the student understands that the 'ا' is not pronounced and does not elongate the sound.

### Kasra with Tanween (Double Kasra)

Makes an 'in' sound as in bin, sin, fin

بِئ = بَئ	سِئ = سَئ	فِئ = فَئ
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### Dhamma with Tanween (Double Dhamma – one inverted)

Makes an 'un' sound as in soon, moon, Khairun, Muntazir

بُئ = بَئ	سُئ = سَئ	فُئ = فَئ
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### Fatha with Tanween

أَنْ = اَ	سَنْ = سَا	مَنْ = مَّا	وَنْ = وَا
أَبَدًا	كَذِبًا	مَثَلًا	أَسِفًا
مَرَضًا			

### Kasra with Tanween

إِنْ = إِ	سِنْ = سِ	مِنْ = مِ	وِنْ = وِ
غَضَبٍ	فُرْشٍ	غَاسِقٍ	عَيْنٍ
حَاسِدٍ			

### Dhamma with Tanween

أُنْ = أُ	سُنْ = سُ	مُنْ = مُ	وُنْ = وُ
كُتُبُ	رَجُلُ	عَيْنُ	قَمَرُ
بَيْتُ			



خَبَرٌ	لُبْدًا	بَشَرٌ	مَسَدٍ	سُرْرًا
أَحَدُ	شَجَرٍ	قَدَرًا	سَنَةٍ	لَعِبٍ
عَلِيمٌ	جَهْرَةً	فَاكِهَةٍ	غِشَاوَةٌ	شَهَادَةٌ
فَتَحَ	حَسَنَةٍ	سَمِيعٌ	حَاسِدٍ	قَرِيبٌ
تَوْبَةً	حُرْمٌ	أَجَلٌ	شَجَرَةٌ	بِلَادٍ
مَكِينٍ	جَهْرَةً	بَاسِطٌ	بَعْضٍ	قُدْرَةٌ
رِزْقًا	فَاكِهَةٍ	ضَرَبٌ	قَدْحًا	نَفْسٍ
عَلِيمٌ	خُسْرٍ	أَجْرٌ	مَقْرَبَةٍ	الْبَابَا
كَرِيمٍ	قُلُوبٌ	أَفْوَاجًا	شَيْءٍ	مَجِيدٌ
لَطِيفٌ	أَشْتَاتًا	مُبِينٌ	عَظِيمٌ	غَاسِقٍ



## MADDAH

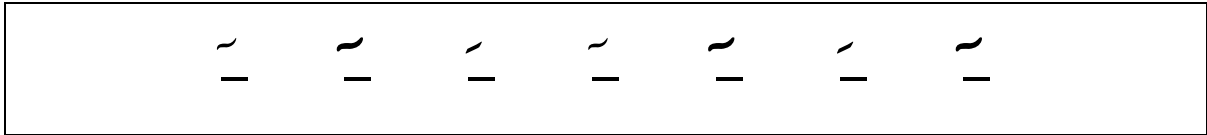
A long stroke or curve above a letter is called a Maddah.

It can be a light stroke (thin) or a dark stroke (thick) above the letter.

The word 'Maddah' means to stretch/ lengthen or elongate.

A letter with a light 'maddah' on top of it would indicate that the vowel must be stretched to at least about 4 times its normal length.

A letter with a dark 'maddah' on top of it would indicate that the vowel must be stretched to at least 5-6 times its normal length.



For example :

مَآ	مَآ	مَآ	مَآ
Maaaaaa (v v long)	Maaaa (very long)	Maa (long)	Ma (short)
مِآ	مِآ	مِآ	مِآ
Meeeeeee (v v long)	Meeee (very long)	Mee (long)	Me (short)
مُآ	مُآ	مُآ	مُآ
Mooooooo (v v long)	Mooo (very long)	Moo (long)	Mu (short)

لَا حَيِّ	دُوَّ	سَآ	شُوَّ	نِيَّ	فِيَّ	هَآ	أَلْ
بِهَآ	إِسْرَآئِيلَ	أَبُوهُ	أَهْلَهُ	أَتَيْنَا			
نِسَاءُ	سَوَاءُ	يَبْنِيَّ	يَاَدُمُ	أَبْنَاءُكُمْ			



## SILENT LETTERS

The letters **ي و ا** are silent (**not read**) when they are followed by a letter with a 'sukun' or 'tashdeed' on them.

They have no sign (fatha, kasra, dhamma or sukun) on them and are not pronounced or read eg:

**بِاسْمِ** → The 'alif' has no sign on it therefore it is not pronounced. The word would read as 'bismi'

**وَانْصُرْ** → The 'alif' has no sign on it therefore it is not pronounced. It does not elongate the 'waw' to 'waaw'. The 'waw' joins to the 'nun with sukun' and would read as 'wansur' and not 'waansur'.

The **ي و ا** appear in different formats in the Holy Qur'an. Have a look at the examples below making sure you understand it before moving on. For each example there is a table with 2 lines. **The first line has words with the 'silent letters' and the second line shows you how to pronounce these words.**

1. **'Alif Maksura'** - The **ي** without a vowel at the end of some words - The 'Ya' is silent and not read.

عَلِي	فَهْدَى	هُدَى	تَرْضَى	أَعْنَى
عَلْ	فَهْدْ	هُدْ	تَرْضْ	أَعْنْ



2. The 'alif' (with no sign on it) at the end of some words -  
The 'alif' is silent and is not pronounced.

قَالُوا	أَمِنُوا	رَضُوا	إِذْهَبُوا	فَأَصْلِحُوا
قَالُوْ	أَمِنُوْ	رَضُوْ	إِذْهَبُوْ	فَأَصْلِحُوْ

3. An 'alif' (with no sign on it) between two letters – the first letter bearing a long vowel and the second letter bearing a 'sukun' –  
The 'alif' is silent and is not pronounced. (It also does not lengthen the long vowel of the first letter).

فَانْصَبْ	وَاذْخَرْ	مَا الْقَارِعَةُ	مِنَ الْأُولِ
فَنَصَبْ	وَاذْخَرْ	مَلْقَارِعَةُ	مِنَ الْأُولِ

4. The 'waw' (with no sign on it) in some words –  
The 'waw' is silent and not pronounced.

زَكَاةً	صَلَاةً	أُولَئِكَ	ذُو الْفَضْلِ
زَكَاةً	صَلَاةً	أُولَئِكَ	ذُو الْفَضْلِ



تُؤْمِنُونَ	فَذُوقُوا	مِائَةَ	كَانُوا	صَلَوَةً
يَسْتَهْزِئُ	إِيتَائِي	ذُو الْفَضْلِ	أَوْتُوا	الْعِلْمَ
أُولَئِكَ	بُرءَاؤًا	فَأُولَئِكَ	هُمْ	الْخَسِرُونَ

**Exercise:** All the rules and sounds covered in the previous pages will be practiced in this exercise. The words are all from the Holy Qur'an.


Please do not rush. Repeat this page as many times as necessary to obtain good fluency, makharij and speed.

أَلَمْ نَشْرَحْ لَكَ	صَدْرَكَ	وَوَضَعْنَا	عَنَّا	وِزْرَكَ
إِذَا زُلْزِلَتِ	الْأَرْضُ	زِلْزَالَهَا	وَأَخْرَجَتِ	الْأَرْضُ
وَجَاءَ	فِرْعَوْنُ	وَمَنْ قَبْلَهُ	وَالْمُؤْتَفِكُ	بِالْخَاطِئَةِ
وَاصْبِرْ	عَلَى مَا يَقُولُونَ	وَاهْجُرْهُمْ	هَجْرًا	جَمِيعًا
وَلَوْ طَا	إِذْ قَالَ	لِقَوْمِهِ	أَتَأْتُونَ	الْفَاحِشَةَ
وَسَوَاءٌ	عَلَيْهِمْ	ءَأَنْذَرْتَهُمْ	أَمْ لَمْ	تُنْذِرْهُمْ
لَا يُؤْمِنُونَ				





## TASHDEED

The sign  above the letter with a haraka (fatha, kasra, dhamma) is called 'Tashdeed'.

It looks like the English letter 'w'.

The letter bearing a tashdeed is called 'Mushaddad'.

Tashdeed means **to strengthen or to stress**.

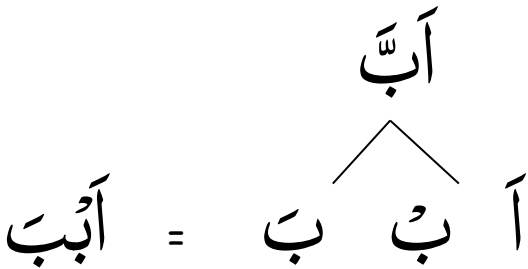
The letter bearing the tashdeed is doubled - the first letter always takes the sukun and the second letter bears the haraka.

Use the names of the children or everyday words to explain. For example:

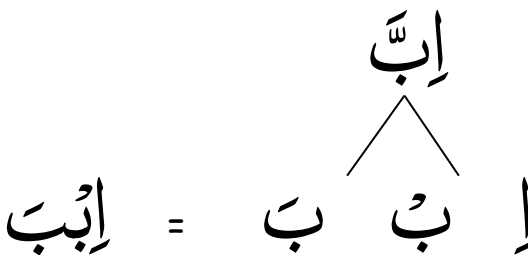
'm' in Muham-mad, 'y' in Sumay-ya.

Explain to the student that the sukun hides in the tashdeed.

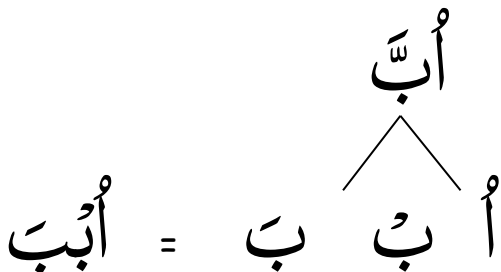
Example:

Pronounced with a heavy stress on the 'b' 

---

Pronounced with a heavy stress on the 'b' 

---

Pronounced with a heavy stress on the 'b' 



The lines below practice 2 letter words bearing Tashdeed and Haraka with the letter 'ba'

أَبَ	إِبَ	أُبَ	دَبَ	دُبَ	دِبَ
حُبَ	حَبَ	حِبَ	شِبَ	شُِبَ	شَبَ
عِبَ	عَبَ	عُبَ	عِبَ	عِبَ	عَبَ
حِبَ	حَبَ	حِبَ	حِبَ	حِبَ	حِبَ
رَبَ	إِبَ	حِبَ	سُبَ	لِبَ	جَبَ

The lines below have 2 letter words bearing Tashdeed and Haraka

حِبَ	حِبَ	حِبَ	حِبَ	حِبَ	حِبَ
فِنَ	فِنَ	فِنَ	فِنَ	فِنَ	فِنَ
ضَمَ	ضَمَ	ضَمَ	أَمَ	يَمَ	نَبَ
إِلَ	مِنَ	مِمَ	وَلَ	أَنَ	كُمَ
ظَنَ	هَنَ	رَبَ	كُلَ	ظَمَ	مُشَ



أَوْ	تَوْ	حَوْ	رَوْ	زَوْ	شَوْ
جَوْ	ذَوْ	كَوْ	عَوْ	فَوْ	نَوْ
أَيَّ	أَيَّ	إَيَّ	بَيَّ	حَيَّ	رَيَّ
بَيَّ	سَيَّ	نَيَّ	ضَيَّ	مَيَّ	هَيَّ

The lines below have 3 letter words bearing Tashdeed and Haraka

صَدَّقَ	رَبُّكَ	كَذَّبَ	لَعَلَّ	عَلَّمَ
سَبَّحَ	رَبَّنَا	إِنَّنَا	لِكُلِّ	لَدَيَّ
أَوَّلَ	أَيُّهَا	سَوَّلَ	قُوَّةَ	بَيْنَنَا

The lines below have 4 or more letter words bearing Tashdeed and Haraka

يُكَذِّبُ	نُقَدِّسُ	سُعِّرْتُ	نُسَوِّيَ	يُبَيِّنُ
الَّذِينَ	جَهَنَّمُ	أَئِمَّةَ	رَبَّهُمْ	مُتَّقِينَ



وَلِيُّكُمْ أَنْبِيَاكُمْ عَظَمْتُ وَنَقَلْتُ كُورَتْ

حُلِيَّهِمْ سُنُقِلْتُ سَوَلْتُ لَعَلَّهُمْ يَتَكَبَّرُونَ

فَسَبِّحْ تُرَدُّونَ وَإِيَّايَ أَيُّهَا يَتَّقُونَ

أُمَّةٍ بَيْنَةٍ وَدَعَا نَحْرُهُ عَلَّمَنِي

The lines below practice words with letters bearing **Tashdeed and Long Vowels**

أَلْ عَنْ حَتَّى اللَّهُ بِاللَّهِ

تَوَلَّى زَكَّهَا جَنَّتْ أَكَلُونَ فَتَنَّهُ

جَلَّهَا لَعَنَهُمْ نَبِيْن سَمْعُونَ فَسَوَّهْن

The lines below practice words with letters bearing **Tashdeed and Maddah**

دَابَّةً تَطَّأَنِي أَتَحَاجُّونِي الصَّاحَّةُ

وَالصَّفَّتِ لَنَحْنُ الصَّافُّونَ وَلَ الصَّالِّينَ



The lines below practice words with letters bearing **Tashdeed and Silent Letters**.

Remember, the letters 'alif', 'waw' and 'ya' with no haraka are not pronounced.

The letter with the haraka will join to the letter with the tashdeed.

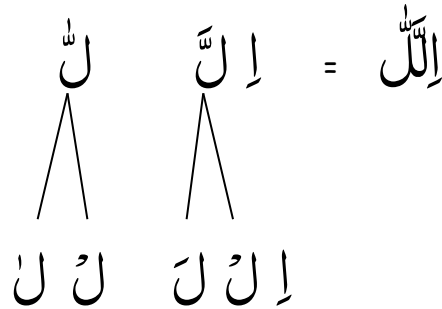
وَالَّذِينَ	مِنَ الصَّالِحِينَ	إِنَّ السَّاعَةَ
قُلِ اللَّهُ	أَتُوا الزَّكَاةَ	عَمِلَ الصَّالِحَاتِ
أَقِيمُوا الصَّلَاةَ	فِي السَّمَوَاتِ	هُمُ الْآوَّلِينَ
مِنَ الصَّادِقِينَ	مِنَ السَّمَاءِ	هُمُ الظَّالِمُونَ
كُلُّ النَّاسِ	يَأْتِيهَا النَّاسُ	فَأُولَئِكَ هُمُ الْكَافِرُونَ

The lines below practice a letter with **Tashdeed followed by a letter with Sukun**.

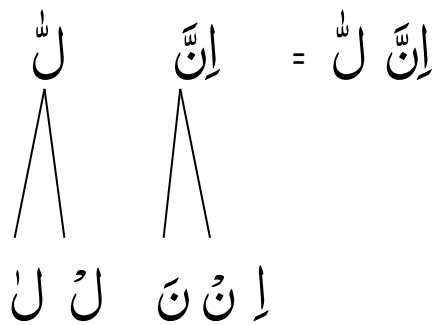
فَسَبِّحْ	يَسْرُنْهُ	مُصَلِّينَ	عَلِمْنَا	تَقَبَّلْ
تَلَقَّوْنَهُ	سَكِينًا	فَزَيْلَنَا	نَبِّئْهُمْ	فَصَلَّنَا
أَسْرُوا	وَنَزَّلْنَا	لَعَذَّبْنَا	فَصَكَّتْ	وَصَرَّفْنَا
لَهُ الدِّينَ	رَبِّ اشْرَحْ	فِي التَّوْرَةِ		



The following lines practice words that have a letter with **Tashdeed followed by another letter with Tashdeed**. The same rules apply eg :



So the words read : Illallaa



So the words read : Innallaa

أُمِّي	وَفَصَّ	ذُرِّيَّةَ	تَزَكُّوْا	بِالشَّرِّ
وَذُرِّيَّةً	أُمِّيُونَ	إِنَّ الْأَعَةَ	سِرًّا وَجَهْرًا	
إِنَّ السَّمَوَاتِ	كُلِّ الثَّمَرَاتِ	يَعْلَمُ السِّرَّ		
إِنْ يَتَّخِذُونَكَ	يَذَكَّرُونَ	وَإِنَّ اللَّهَ		



### Tashdeed with Tanween

When a letter with tanween is followed by a letter with tashdeed, the 'n' sound from the tanween is not pronounced eg:

ذَلَّ لَ ← ذَلَّ  
لَ لَ ذَلَّ

The 'nun sukun' is dropped and not pronounced. The word reads

ذَلَّ = ذَلَّ لَ

---

فُرَّ رَ ← فُرَّ  
رَ رَ فُرَّ

The 'nun sukun' is dropped and not pronounced. The word reads

فُرَّ = فُرَّ رَ

---

هُدَّ مُسْتَقِيمٍ ← هُدَّ  
هُدَّ مُسْتَقِيمٍ هُدَّ  
هُدَّ مُسْتَقِيمٍ هُدَّ

The 'nun sukun' is dropped and not pronounced. The 'ya' with no haraka is silent and also not pronounced. The letter with the haraka 'da fatha' jumps to join the 'mim with tashdeed'. So the word reads

هُدَّ مُسْتَقِيمٍ



عُصْبَةٌ مِّنْكُمْ      كَذِبًا وَمَا      رَسُولٌ مِّنْهُمْ

جَلْدَةٍ وَلَا      يَوْمَئِذٍ وَلَا      وَلِيًّا يَرْثُني

مِنْ رَبِّهِمْ      سُلْطٰنًا وَمَا      قَرَارِ مَكِينٍ

لَايَةٍ وَإِنْ      بَشَرٌ مِّثْلُكُمْ      تُرَابًا وَعِظَامًا

بِسُورَةٍ مِّثْلِهِ      عَلَى صِرَاطٍ مُّسْتَقِيمٍ

جَنَّتِ مِّنْ نَّحِيلٍ      مَّزَلًا مُّبْرَكًا وَأَنتَ

فَوَيْلٌ لِلَّذِينَ      قَلِيلًا مَّا تَشْكُرُونَ

بَيِّنَةٍ لَّعَلَّكُمْ      كَثِيرَةً وَمِنْهَا

أَيِّ مُّبَيِّنَةٍ      لَهُمْ مَّغْفِرَةٌ وَرِزْقٌ

زَيْتُونَةٍ لَا شَرْقِيَّةٍ وَلَا غَرْبِيَّةٍ يَّكَادُ

وَأَنَّ اللَّهَ رَعُوفٌ رَّحِيمٌ





### Sukun followed by Tashdeed

When a letter with sukun is followed by a letter with tashdeed, the sukun letter is not pronounced eg:

مَهَّدَتْ → The 'da with sukun' is not pronounced and the word is read as مَهَّتْ

قُلْ رَبِّ → The 'la with sukun' is not pronounced and the word is read as قُرْبٍ

لَتَدَّ	أَنْ لَّ	كُنْ لَّ	عَنْ مَّ	مَنْ يُّ
مَنْ يُّ	أَنْ لَّيْسَ	عَبْدُكُمْ	مِنْ رَبِّهِمْ	
مَنْ يَشَاءُ	مِنْ لَدُنْهُ	أَنْ يَحِيفَ		
أَنْ يَقْتُلُونَ	أَنْ يَغْفِرَ	وَمَنْ مَعَهُ		
مَعَكُمْ مِّنْ قَبْلِ	مَعَكُمْ مُّسْتَمِعُونَ			
وَعَلَيْكُمْ مَا حُمِلْتُمْ	فَمِنْهُمْ مَّنْ يَمْشِي			
فَإِنْ يَكُنْ مِّائَةٌ	صَابِرَةٌ	يَغْلِبُوا	مِائَتَيْنِ	
ثُمَّ يُعِيدُهُ	وَمَنْ يَرْزُقُكُمْ	مِّنَ السَّمَاءِ	وَالْأَرْضِ	



## HURUF 'UL MUQATTA'AT

There are 114 suwer (chapters) in the Holy Qur'an. 29 of these start with 'Single Letters' or 'Muqatta'at'. They begin with a letter(s) instead of a word.

These letters are not pronounced phonetically but are read separately with their letter name eg:

حَمَّ

Ha-a-a Me-e-e-m

ص	ن	ق	الم
صَادُ	نُونُ	قَافُ	أَلِفُ لَامُ مِيمُ

طه	الر	يس
طَاهَا	أَلِفُ لَامُ رَا	يَاسِيْنُ

طس	عسق	طسم
طَاسِيْنُ	عَيْنُ سِيْنُ قَافُ	طَا سِيْمُ مِيْمُ

الممر	كهيعص	المص
أَلِفُ لَامُ مِيْمُ رَا	كَافُ هَايَا عَيْنُ صَادُ	أَلِفُ لَامُ مِيْمُ صَادُ



## ARABIC LETTERS

Arabic Letter	Name of the letter	Arabic Letter	Name of the letter
ا	Alif	ض	Dhaad
ب	Ba	ط	Ṭa
ت	Ta	ظ	Zha
ث	Tha	ع	‘Ayn
ج	Jeem	غ	Ghayn
ح	Ha	ف	Fa
خ	Kha	ق	Qaaf
د	Daal	ك	Kaaf
ذ	Dhaal	ل	Laam
ر	Ra	م	Meem
ز	Za	ن	Nun
س	Seen	و	Waw
ش	Sheen	ه هـ	Ha
ص	Saad	ي	Ya



The following two Rules are explained very simply so that the student is aware of them.

A more concise explanation will be given in the next book.

### NUN QUTNI - a small ن

Sometimes a small 'nun' written under an 'alif' is found between two words.

This is to link the two words and the 'nun' is pronounced whilst the 'alif' following it is silent. The small 'nun' is called 'Nun Qutni'.

نُوحٌ إِبْرَاهِيمَ ← نُوحٌ زَيْدٌ

مَثَلًا لِّلْقَوْمِ      شَيْئًا اتَّخَذَ      خَيْرُهُ إِطْمَآنًا

### QALB - a small م

Sometimes a small 'meem' is found either in the same word or between two words.

When 'nun sukun' or tanween is followed by the letter 'ba' even if it is in the same word, then the 'n' sound is altered to a 'm' sound.

مِنْ بَيْنِ      Will be written as      مِنْ بَيْنِ      Will be pronounced/read as      مِمَّ بَيْنِ

أَنْبَتُهُ      مِنْ بَيْنِ      أَنْبَتُهُمْ      صُمُّكُمْ

**THE NEXT BOOK WILL COVER AN INDEPTH EXPLANATION AS PART OF TAJWEED RULES.**



## STOPPING SIGNS

In the Qur'an there are some signs or punctuation marks called 'waqf' or in plural 'wuqoof'. These are found in the middle or the end of ayaats and give us an indication of whether stopping/pausing is permitted or not.

The most common wuqoof are:

○ : End of an aya – STOP

Sometimes the following letters are placed on the 'O' to indicate various rules of stopping

م : Compulsary Stop – otherwise meaning is changed

ع : Stop – End of a section

ط : Should Stop – End of a Sentence

قف : Better to Stop

ج : Can Stop or Continue

ص : Must continue, can take a breath

لا : Better NOT to stop

❖ ❖ : Stop at the first or the second but not at both



## STOPPING ON WORDS

It is important to know how to stop at the end of the verse or in the middle when pausing to take breath.

There are 5 different kinds of stopping or pausing:

- 1) When the word ends with a letter that has a fatha, kasra, dhamma, kasra tanween or dhamma tanween, then the vowel is read as a sukun eg :

وَإِلَّا تَكُ ← ○ وَإِلَّا تَكُ

زَوْجِن ← ○ زَوْجِن

أَعْبُدُ ← ○ أَعْبُدُ

هَبْ ← ○ هَبْ

شَقَاقُ ← ○ شَقَاقُ

○ وَالذِّكْرِ الْحَكِيمِ	○ مَعَ الشُّهَدَاءِ
○ لَهُ كُنْ فَيَكُونُ	○ وَلَهُمْ عَذَابٌ أَلِيمٌ
○ إِنَّ كُنْتُمْ صَادِقِينَ	○ وَشَاهِدٍ وَمَشْهُودٍ



2) When the word ends with a letter that has a fatha tanween followed by

ا or ي then the letter will be recited as a long vowel fatha (elongated to 2 harakaat) eg :

طَوِيَّ ← طَوَا

غَفُورًا ← غَفُورَا

○ حَسِيْبًا	○ هُدًى	○ كَثِيْرًا	○ ضَحًى
○ تَعْمَلُوْنَ خَيْرًا	○ سُلْطَنَا مُبِيْنًا		

3) If the word ends with a 'Ta Marbuta' (round Taa), it is changed to a 'Haa' and the vowel accompanying it is omitted. The Haa is pronounced with a 'sukun' eg :

بِنِعْمَةٍ ← بِنِعْمَهْ

قُوَّةً ← قُوَّهْ

○ فَرِيْضَةً	○ شَفَاعَةً	○ كَثِيْرَةً	○ قَلِيْلَةً
○ كَافَّةً	○ دَرَجَةً	○ لَيْلَةً	○ مُؤْمِنَةً



- 4) If the word ends with a letter bearing a 'sukun', it stays the same and is pronounced the same eg :

أَعْبُدُوا ← أَعْبُدُوا

○ كَفَرُوا ○ فَاتُّوا ○ أَعْمَالُهُمْ ○ أَمْوَالُكُمْ ○

- 5) If the word ends with a letter bearing a 'long vowel', it stays the same and is pronounced the same (the long vowel is elongated to 2 harakaat) eg :

نَزَّلْنَا ← نَزَّلْنَا

○ أَغْرَقْنَا ○ أَيْدِينَا ○ وَتَقْوَاهَا ○ فَأَنْزَلْنَا ○

Practice the following words from the Holy Qur'an applying the stop rules :

○ قَلِيلًا مَّا تَذَكَّرُونَ ○ هُمْ خَيْرُ الْبَرِيَّةِ ○  
 ○ وَقَالَ الْإِنْسَانُ مَا لَهَا ○ لِرَبِّهِ لَكَنُودٌ ○  
 ○ إِنَّ إِلَيْنَا إِيَابَكُمْ ○ نَاصِيَةٍ كَاذِبَةٍ خَاطِئَةٍ ○





Read the following ayaats from the Holy Qur'an applying all the relevant Stop Rules mentioned in the previous pages.

عَمَّ يَتَسَاءَلُونَ ۚ عَنِ النَّبِإِ الْعَظِيمِ ۚ  
الَّذِي هُمْ فِيهِ مُخْتَلِفُونَ ۖ

أَلَمْ يَجِدْكَ يَتِيمًا فَآوَى ۖ وَوَجَدَكَ ضَالًّا  
فَهَدَى ۖ وَوَجَدَكَ عَائِلًا فَأَغْنَى ۖ

وَأَمَّا السَّائِلَ فَلَا تَنْهَرْ ۖ وَأَمَّا بِنِعْمَةِ رَبِّكَ  
فَحَدِّثْ ۚ

نَارُ اللَّهِ الْمُوقَدَةُ ۚ الَّتِي تَطَّلِعُ عَلَى الْآفِئَةِ ۚ  
إِنَّهَا عَلَيْهِمْ مُّوَصَدَةٌ ۚ فِي عَمَدٍ مُّمَدَّدَةٍ ۚ



لَنْ تَنْفَعَكُمْ أَرْحَامُكُمْ وَلَا أَوْلَادُكُمْ ؕ  
يَوْمَ الْقِيَمَةِ ؕ يَفْصِلُ بَيْنَكُمْ ۖ

كَلَّا إِذَا دُكَّتِ الْأَرْضُ دَكًّا دَكًّا ۖ  
وَجَاءَ رَبُّكَ  
وَالْمَلَكُ صَفًّا صَفًّا ۖ

Read Sura Quraysh with makharij and applying stop rules

لَا يُلَاقِيهِمْ فِي رِحْلَةِ الشِّتَاءِ  
وَالصَّيْفِ ۚ فَلْيَعْبُدُوا رَبَّ هَذَا الْبَيْتِ ۚ الَّذِي  
أَطْعَمَهُمْ مِّنْ جُوعٍ ۖ وَأَمَّنَّهُمْ مِّنْ خَوْفٍ ۚ

At this stage the student knows all the letters with makharij, harakaat, sukun, long vowels, tanween, tashdeed, silent letters and other signs to facilitate proper recitation.

You should point out that they have read ayaats from the Holy Qur'an in the last few pages.

They should now be encouraged to start reciting the Holy Qur'an.  
The next book will introduce the Rules of Tajweed.





