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QUR'AN  
LEARNING THE  
EASY WAY  
PART 2

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# QUR'AN LEARNING THE EASY WAY

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ  
اقْرَأْ بِاسْمِ رَبِّكَ الَّذِي خَلَقَ ۝۱ خَلَقَ الْإِنْسَانَ مِنْ عَلَقٍ ۝۲  
اقْرَأْ وَرَبُّكَ الْأَكْرَمُ ۝۳ الَّذِي عَلَّمَ بِالْقَلَمِ ۝۴ عَلَّمَ الْإِنْسَانَ مَا لَمْ يَعْلَمْ ۝۵

In the name of Allah, the Beneficent, the Merciful.

1. Read! In the name of your Lord, who created (all that exists).
2. He created man from a clot (a piece of thick blood).
3. Read! And your Lord is most generous,
4. Who taught (to write) with the pen,
5. Taught man what he knew not.

Sura Alaq (Chapter 96)





# QUR'AN

## LEARNING THE EASY WAY

### PART 2

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For distribution and any enquiries :

**Qur'an Learning the Easy Way**

8A, Farquhar Road,  
Birmingham, B15 3RB

✉ : [info@quran-learning.co.uk](mailto:info@quran-learning.co.uk)

🌐 : [www.quran-learning.co.uk](http://www.quran-learning.co.uk)

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# INTRODUCTION

This is the second of a series of booklets to guide Qur'an teachers, students and parents.

It has been assumed that the basic rules set out in Part 1 have been understood and the student is ready to deal with more advanced points.

We have revised this book with additional worksheets suggested by Madressa teachers. I am grateful to these teachers for their suggestions and the hard work that they continue to put in this work. May Allah (S.W.T) reward their efforts.

**Mrs Rubab R. Master**  
Birmingham, UK. 1990

# FORWARD

We are blessed and honoured to present to you this new edition. Although we have maintained the central theme of the original work, we have added new topics and extra worksheets following feedback received from Qur'an teachers. We have also included a **YouTube link** and a **QR code** to enable students to practise the correct pronunciation through a digital means. A separate answer book is available for parents and teachers upon request.

We hope these additions will add an element of fun and excitement to further engage and inspire students. A reading book is also available as a supplement to this manual.

We would also like to thank all the Madrasah teachers who have come together and helped us to revise this edition. May Allah (SWT) reward their efforts.

Unfortunately, the author of this book, Mrs Rubabbai Master passed away in January 2021 and we request you to remember her with a Surat al-Fatihah.

**Qur'an Learning the Easy Way**  
Birmingham, August 2024.



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# CHAPTER 1

## Revision

In this chapter, we will summarise what we have learnt in Part 1 of the book. It is important that the lessons of Part 1 are understood well, before we look at the lessons in this book.

- (1) **Wudhoo:** should be done before reciting any part of the Holy Qur'an. It is better to face the Qibla (Kaaba) when reciting the Holy Qur'an.
- (2) The recitation of the Holy Qur'an must begin with the saying of:

(a) **أَعُوذُ بِاللَّهِ مِنَ الشَّيْطَانِ الرَّجِيمِ**

*"I seek refuge from the devil (Shaitan), the accursed".*

(b) **بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ**

*"In the name of Allah, the Beneficent, the Merciful".*

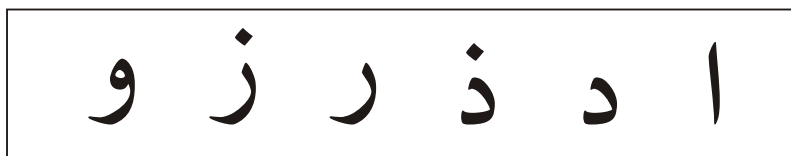
- (3) **Introduction to dots:** the recognition of letters by the number and position of dots; one or two dots at the top or bottom of a letter. For example, letter "Ba" has one dot at the bottom.
- (4) **Alphabet:** here we looked at the naming and writing of the alphabet. It should be remembered that Arabic writing (and reading) is from right to left (whereas English language is read and written from left to right).

Please see the alphabets as a reference on page 11.

- (5) **Sound of Alphabet:** correct pronunciation (makhaarij) of the alphabet is very important, as a wrong pronunciation can have a different meaning.
- (6) It is very important that before you go any further, you are able to name all the alphabet; you should also be able to correctly pronounce the alphabet. Do not rush to the next lessons if you are still unable to name and correctly pronounce the alphabet; spend as much time as you need to do this correctly.

- (7) **Joining the letters:** remember that the same letter may be written in a different form, and these you must be able to recognise. Remember that in some cases, the position of the dot(s) on the letter itself will identify the particular letter. For the moment, you are not expected to be able to write the different forms of the same letter.
- (8) **The Sukoon sign:** the Sukoon sign is used to produce a half sound and therefore changing the pronunciation of a letter.

**You are reminded that there are certain letters which do not join the previous letter; these are called as "Unique Letters".**



**Worksheets 1-10 will help you revise on what we have learnt in Part 1 of the book.**





## Names of the Alphabet

ج Jeem	ث Thaa	ت Taa	ب Baa	ا Alif
ر Raa	ذ Thaal	د Daal	خ Khaa	ح Haa
ض Dhaad	ص Saad	ش Sheen	س Seen	ز Zaa
ف Faa	غ Ghayn	ع Ayn	ظ Dhaa	ط Taa
ن Nuun	م Meem	ل Laam	ك Kaaf	ق Qaaf
 	ي Yaa	ء Hamzah	و Waaw	ه Haa

Read this with correct pronunciation especially stressing the underlined letters.

أَعُوذُ بِاللَّهِ مِنَ الشَّيْطَانِ الرَّجِيمِ

'I seek refuge from the Shaitan (devil), the accursed.'

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

'In the name of Allah, the Beneficent, the Merciful.'

Put Nuqat (dots) where you find necessary.

ح

Haa

ت

Taa

ن

Nuun

ب

Baa

ق

Qaaf

ش

Sheen

س

Seen

ف

Faa

ث

Thaa

د

Daal

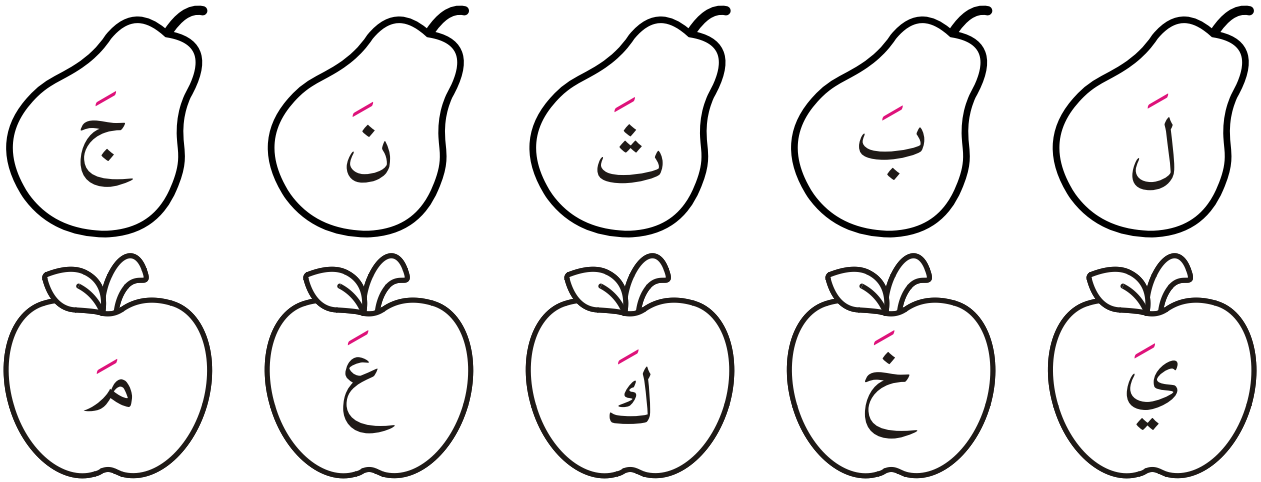
ط

Taa

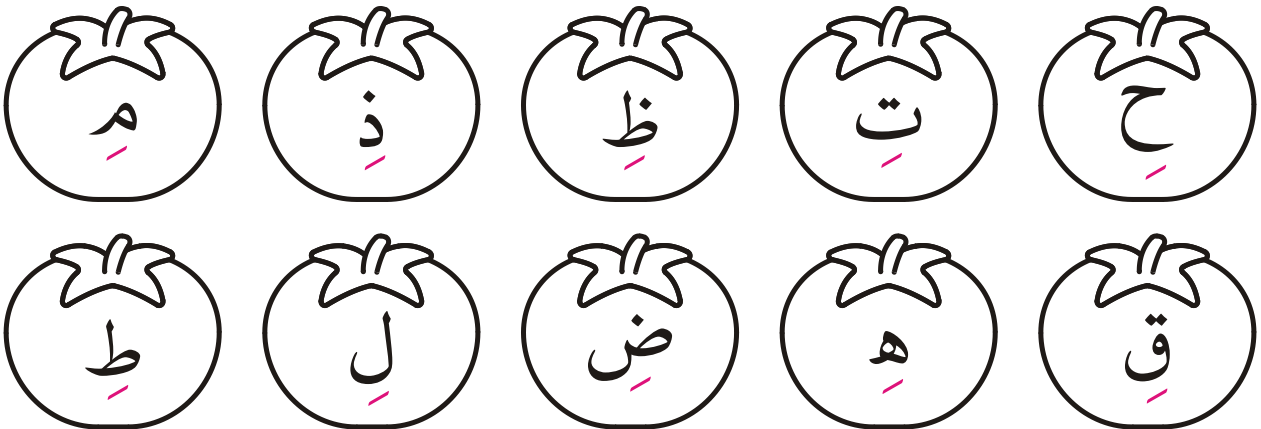
ذ

Thaal

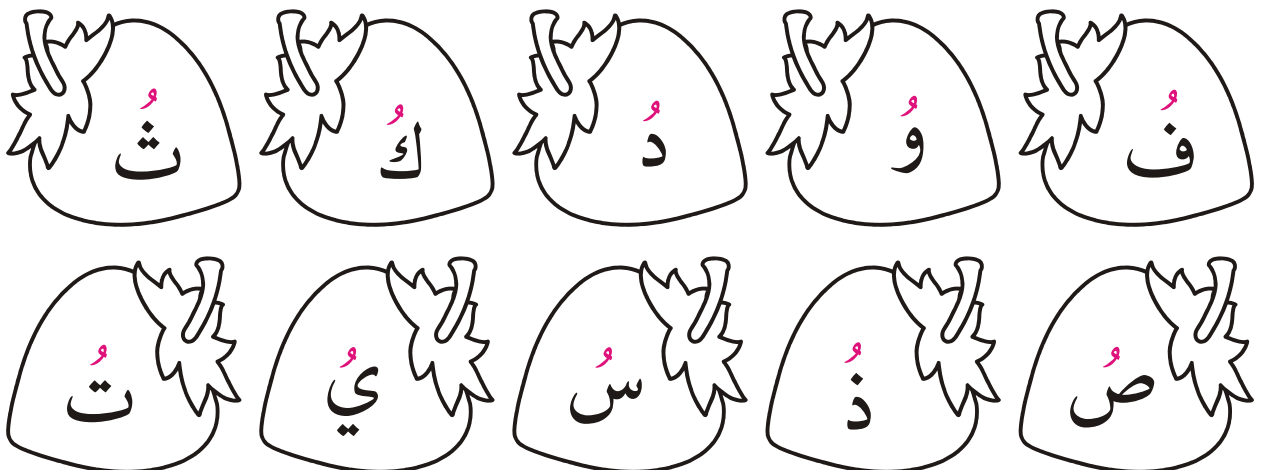
Put the Fathah sign and read.



Put the Kasrah sign and read.

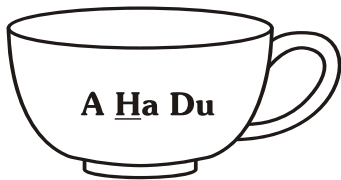
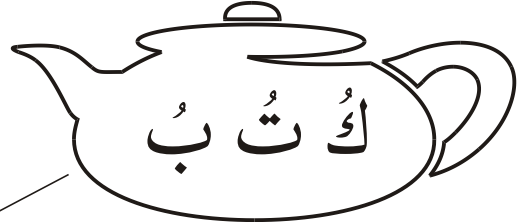


Put the Dhammah sign and read.



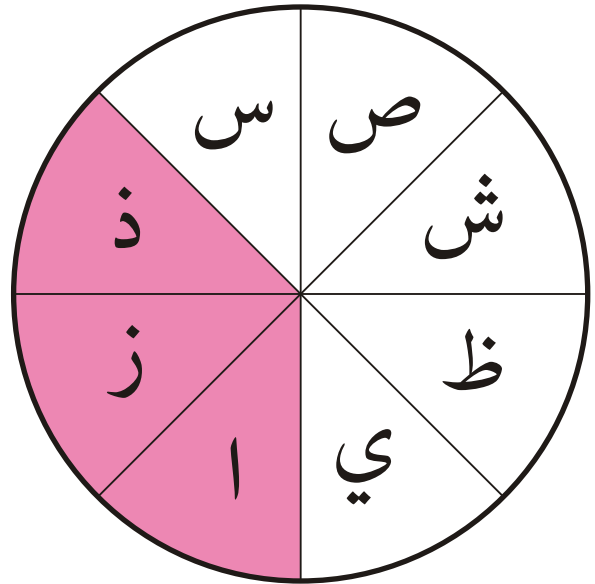
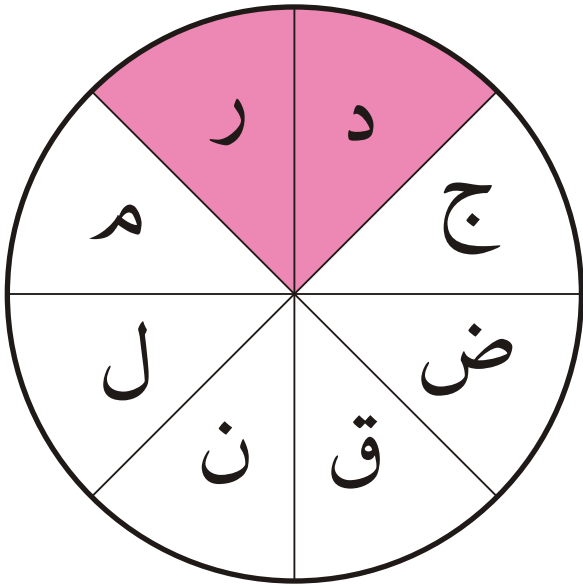
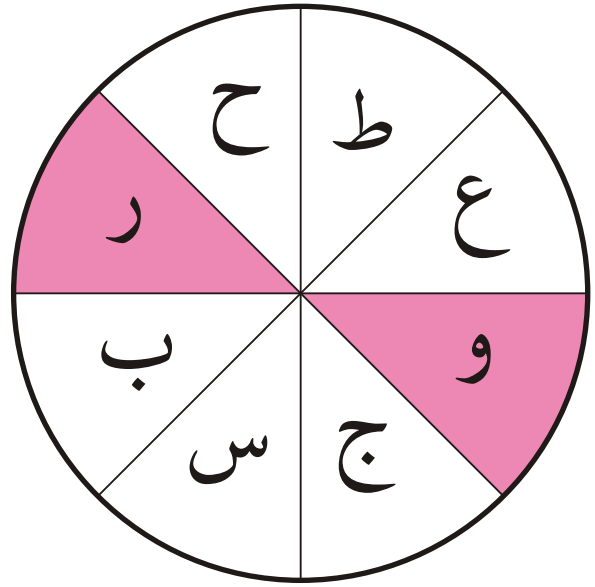
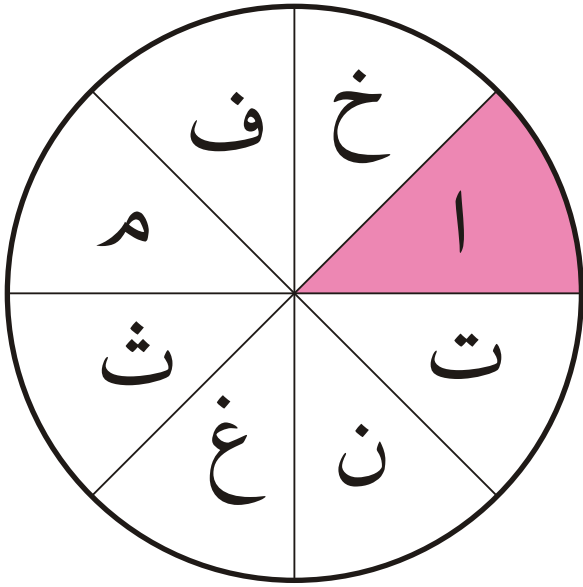
Link the Arabic sounds to their English equivalent.

Eg.

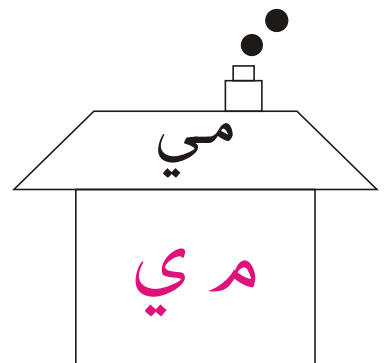
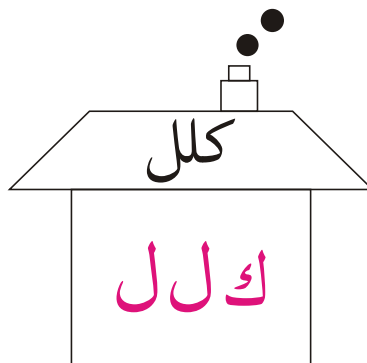
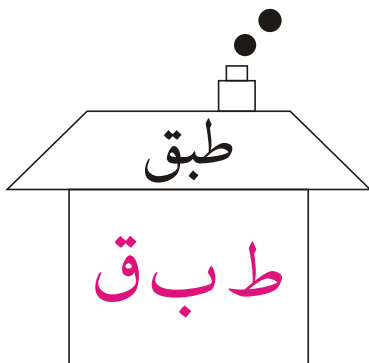
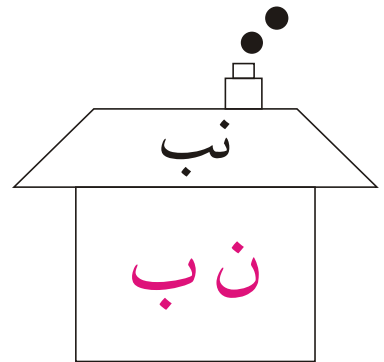
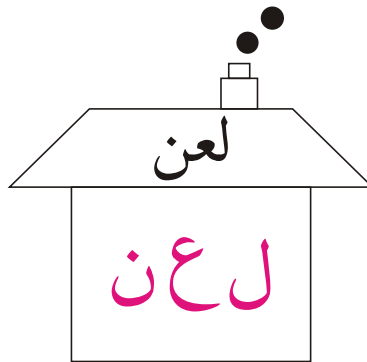
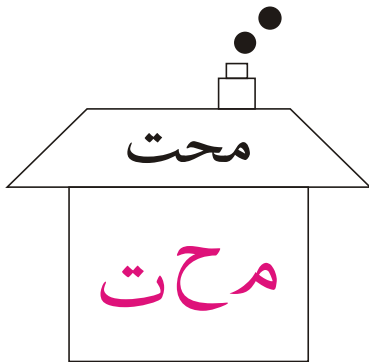
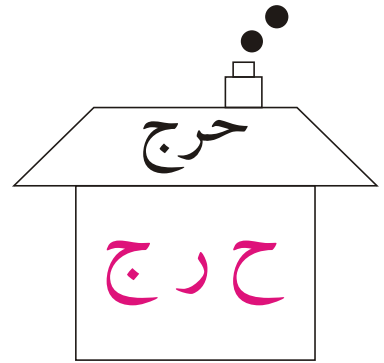
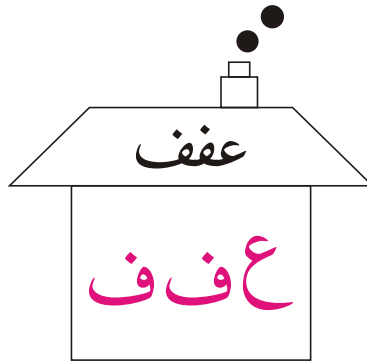
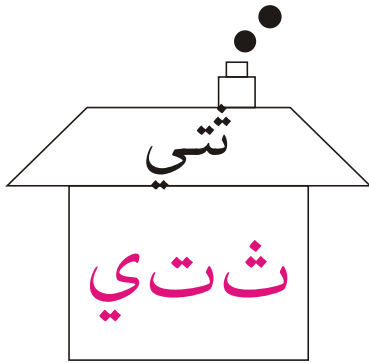
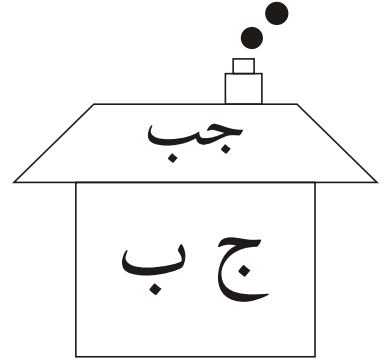
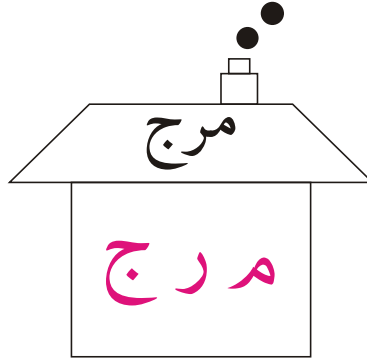
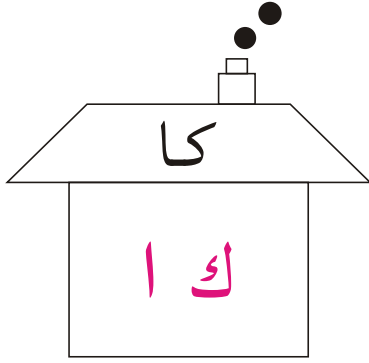




Colour the **Unique Letters** (letters which don't join) in red.



Separate these words into separate (unjoined) letters. The first one has been done for you as an example.



Unjoin the following words.

دَ لَ بَ	←	بَلَدَ
دُ جِ يَ	←	يَجِدُ
حَ كَ نَ	←	نَكَحَ
مَ عَ زَ	←	زَعَمَ
كَ عَ بَ تَ	←	تَبَعَكَ
حَ تَ فَ	←	فَتَحَ
مَ لَ سَ	←	سَلَّمَ
دَ جَ تَ	←	تَجَدَّ
رُ شَ حَ	←	حَشَرُ
نُ حَ نَ	←	نَحْنُ

Join the separate letters, An example has been given.

لا



ل ا

حج



ح ج

ظ ث ب



ظ ث ب

ز م ن



ز م ن

ول



و ل

ل ل و



ل ل و

ع ح و



ع ح و



Join the separate letters.

شرب	←	ب	ر	ش
بدل	←	ل	د	ب
يجد	←	د	ج	ي
زعم	←	م	ع	ز
سمع	←	ع	م	س
كسب	←	ب	س	ك
لهي	←	ي	ه	ل
وكل	←	ل	ك	و

In the squares put the missing sign and read. An example has been given.

جِمْ
Jim

سِنْ
Sin

مَنْ
Man

بِنْ
Ban

هَمْ
Hum

حَنْ
Han

غُرْ
Ghur

فِرْ
Fir

جَبْ
Jab

يُنْ
Yun

قُلْ
Qul

طِبْ
Tib

رَبْ
Rab

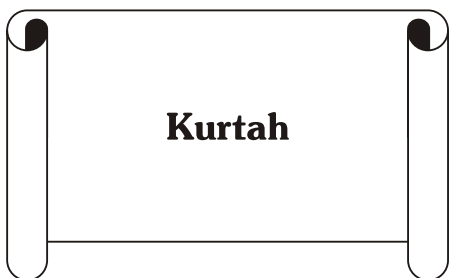
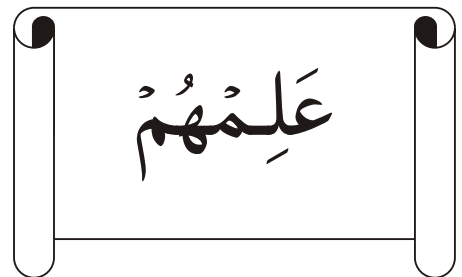
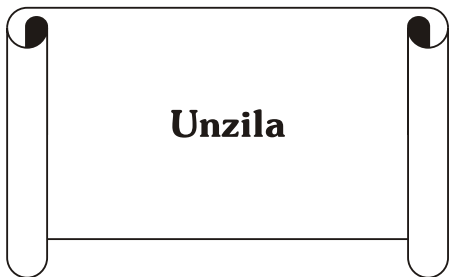
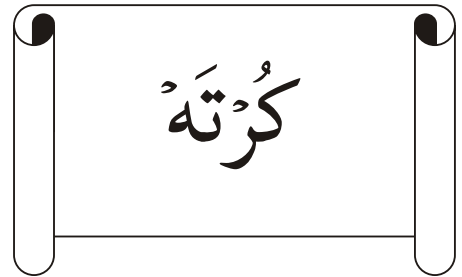
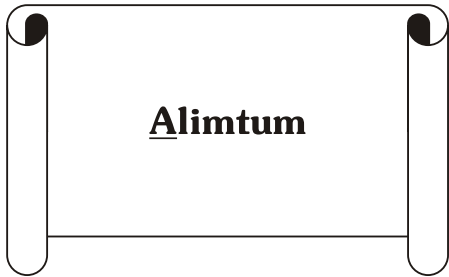
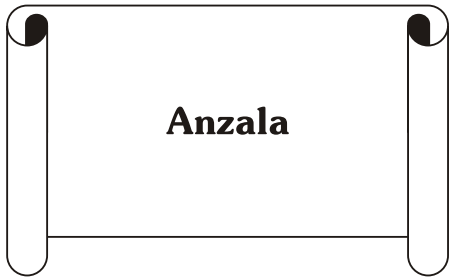
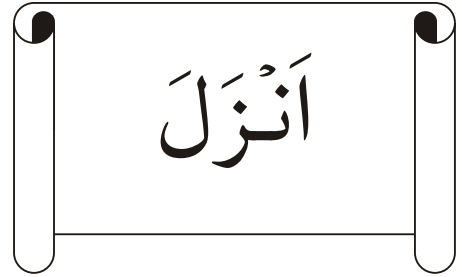
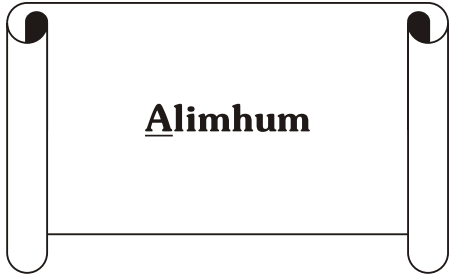
فُنْ
Fun

لَمْ
Lam



Match the scrolls which have the same words. An example has been done for you.

eg.



## CHAPTER 2

### Long Vowels / Madd letters / Huroof Madd

If there is a letter with a sign of Fathah, Kasrah or Dhammah we pronounce it as follows:

سُ	قِ	جِ
Su	Qi	Ja

These sounds are called Short Vowel Sounds (1 Stretch).

Now, if we want to have a long vowel sound (2 Stretches) from a Fathah letter, we add - Alif ( ا ):

For example:

LONG VOWEL = ALIF + LETTER WITH FATHAH  
(Short Vowel)

سَا = ا + سَ
Saa = a + Sa
Long vowel = Alif + Short vowel

جَا = ا + جَ
Jaa = a + Ja
Long vowel = Alif + Short vowel

Therefore, to have a long vowel sound (2 Stretches) from a Fathah letter, we add Alif. The letter Alif is known as Alif Madd.

But what happens when the letter has a Kasrah?

To have a long vowel sound (2 Stretches) from Kasrah letter, we add Yaa Sukoon **يِ** (Yaa Madd)

For example:

LONG VOWEL = YAA Sukoon + LETTER WITH KASRAH  
(Short Vowel)

<b>سِي</b> = <b>يِ</b> + <b>سِ</b>
<b>Sii</b> = <b>i</b> + <b>Si</b>
Long vowel = Yaa Sukoon + Short vowel

<b>جِي</b> = <b>يِ</b> + <b>جِ</b>
<b>Jii</b> = <b>i</b> + <b>Ji</b>
Long vowel = Yaa Sukoon + Short vowel

And when there is a Dhammah letter, we need to add Waaw Sukoon **وِ** (Waaw Madd) to make it into a long vowel sound:

LONG VOWEL = WAAW Sukoon + LETTER WITH DHAMMAH  
(Short Vowel)

<b>سُو</b> = <b>وِ</b> + <b>سِ</b>
<b>Suu</b> = <b>u</b> + <b>Su</b>
Long vowel = Waaw Sukoon + Short vowel

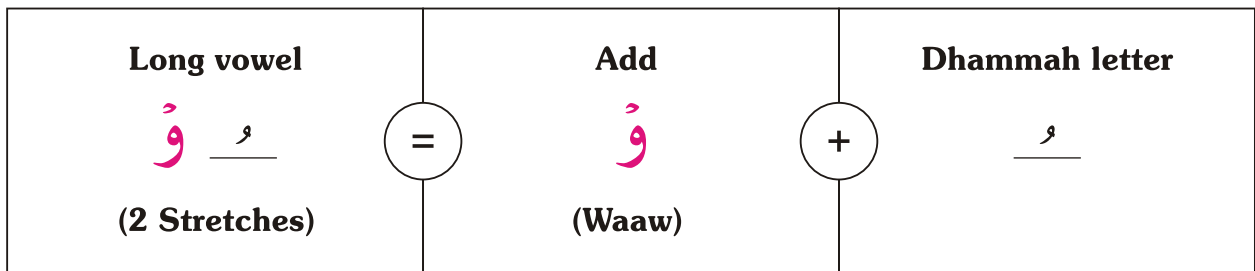
<b>جُو</b> = <b>وِ</b> + <b>جِ</b>
<b>Juu</b> = <b>u</b> + <b>Ju</b>
Long vowel = Waaw Sukoon + Short vowel

The letters **اوي** are also called THE MADD LETTERS - Huroof al Madd

**NOTE:** The Uthmani Text does not have the Sukoon sign **◌◌◌** on the Madd letters

In summary :

To create a long vowel you need :





In the empty boxes put the missing letters. An example has been given.

مَا	=	ا	+	مَ
Maa				Ma

جَا	=	ا	+	جَ
Jaa				Ja

قَا	=	ا	+	قَ
Qaa				Qa

سَا	=	ا	+	سَ
Saa				Sa

عَا	=	ا	+	عَ
Aaa				Aa



Circle all the letters with long vowels

أَ

بَا

كَ

مَ

تَا

تِ

جَا

فَا

حَ

ضَا

لَا

سَا

رَ

شِ

ذَا

نُ

عَا

هَا

لُ

ظَا





In the boxes put the missing letters. An example has been given.

لِي	=	ي	+	ل
Lii				Li

فِي	=	ي	+	ف
Fii				Fi

نِي	=	ي	+	ن
Nii				Ni

غِي	=	ي	+	غ
Ghii				Ghi

ثِي	=	ي	+	ث
Thii				Thi



Circle all the letters with long vowels

ح	ج	ب	نِي
م	ق	ظِي	سِي
هِي	د	تِي	أ
و	ع	ص	ك
ضِي	س	ظِي	ز



In the boxes put the missing letters. An example has been given.

سُو	=	وُ	+	سُ
Suu				Su

جُو	=	وُ	+	جُ
Juu				Ju

مُو	=	وُ	+	مُ
Muu				Mu

ظُو	=	وُ	+	ظُ
Dhuu				Dhu

قُو	=	وُ	+	قُ
Quu				Qu

Circle all the letters with long vowels

كُوْ

رُوْ

جِ

أُ

لِ

ظُوْ

ذُ

سُوْ

نُوْ

عِ

حِ

مُوْ

هِ

وَ

نُوْ

بِ

يُوْ

فُوْ

تِ

دِ

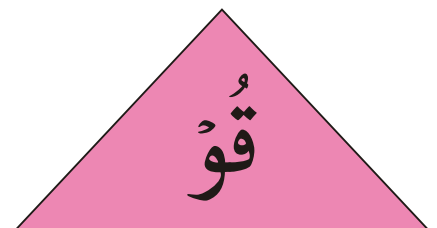
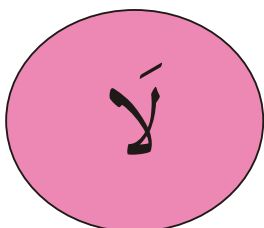
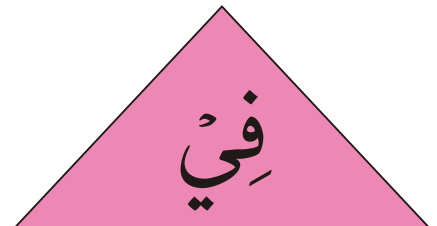
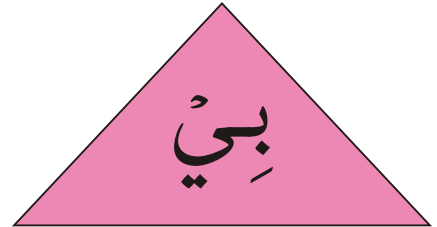
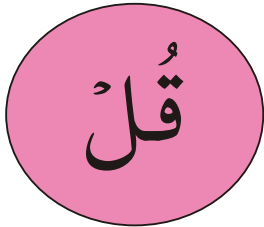
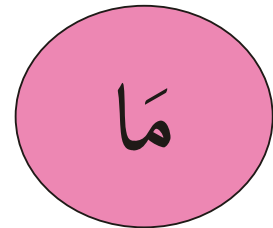
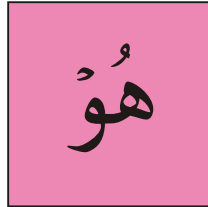
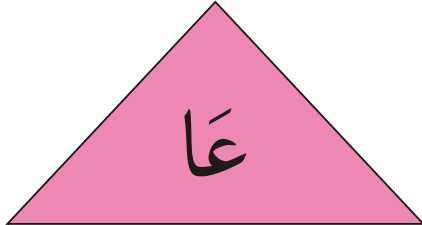


Link the arabic letter in order to make the sound long. An example has been done for you.

eg.

بَا	يُ	سُ
فِي	ا	فِ
لَا	وُ	بِ
سُو	ا	كِ
جُو	وُ	جِ

Colour the shapes which have got a long vowel sound.



Read the following words and underline the long vowel. Then change the underlined letters to short vowels. An example has been done for you.

Change the  
underline Letter  
to a Short Vowel

Underline the  
Long Vowel

يُسْفَ

eg.

←  
و is removed

يُوسْفَ

دُنِ

←

دُونِ

قَدِرُ

←

قَدِيرُ

غَفْرُ

←

غَفُورُ

بِمِ

←

بِمَا

أَلِ

←

أُولِي

# CHAPTER 3

## Rule of Leen

Leen letters are read softly and smoothly. There are two Leen letters. These are Waaw ( و ) and Yaa ( ي )

The rule of Leen is, a letter must have a Fathah followed by Waaw Sukoon or Yaa Sukoon, then that letter is pronounced softly.

Example:

$\text{بَ} + \text{يُ} = \text{بَي}$
Bay = Yaa Sukoon + Ba

$\text{بَ} + \text{وُ} = \text{بَو}$
Baw = Waaw Sukoon + Ba

**Note to Parent / Teacher:** Explain the difference between the Long Vowels and the Leen Letters by reading from the table below. You can use the QR code to practice the sounds.

### Leen

Bay	بَي
Baw	بَو

Soft Sound

### Long Vowel

Bii	بِي
Buu	بُو

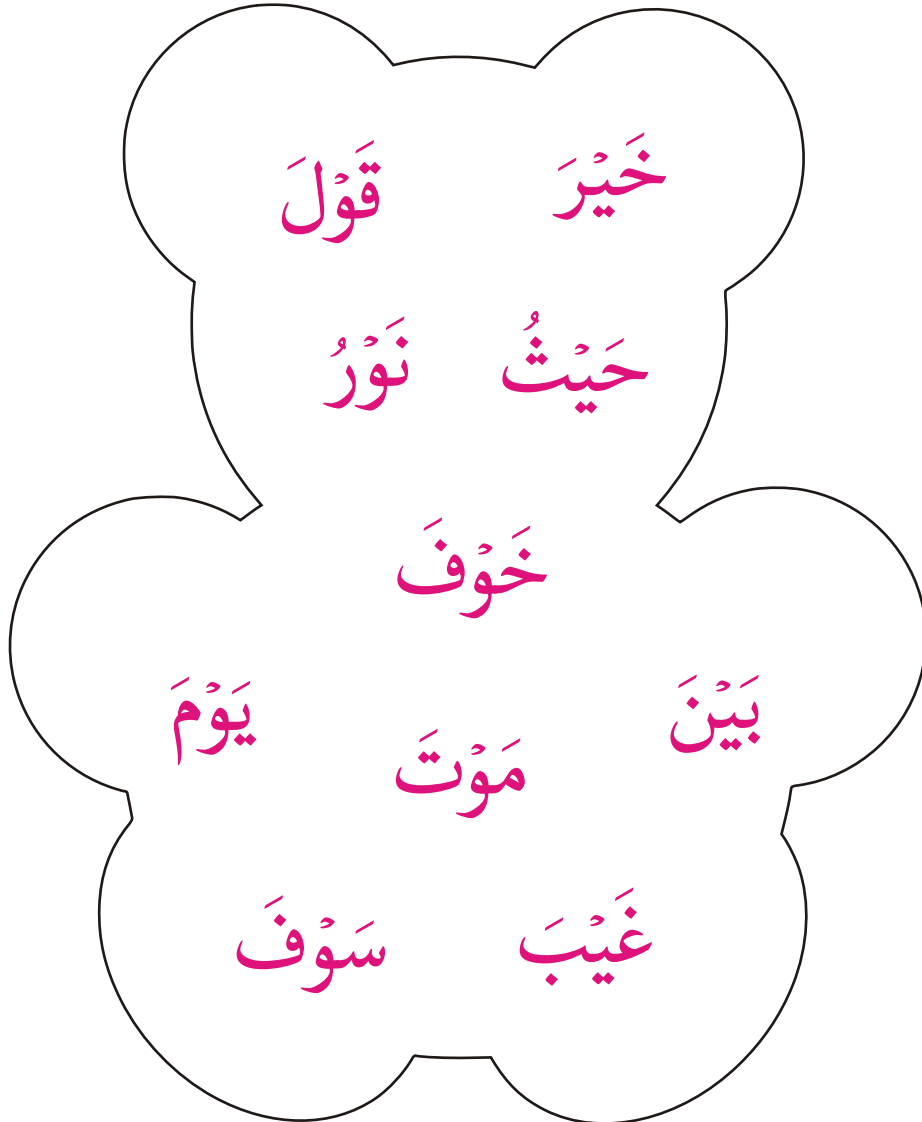
2 Stretches





Pick the Leen words from below and write them on the Teddy Bear.

خَيْرَ      فِيهِ      دِينَ      قَوْلَ      حَيْثُ  
نورُ      خَوْفَ      بَيْنَ      نُورُ      مَوْتَ  
يَوْمَ      طُورِ      غَيْبَ      جُوعِ      سَوْفَ



# CHAPTER 4

## Another kind of Long Vowels

There is another way of writing a long vowel. In chapter 2, we saw that long vowel (2 Stretches) is produced by the addition of Alif, Yaa Sukoon or Waaw Sukoon.

The other way of writing a long vowel is to use the standing Fathah, standing Kasrah and inverted (upside down) Dhammah. The sounds produced are exactly the same, but just written differently.

These signs are:



**Remember : The long vowels have 2 stretches.**

For example:

بَ = بَا = ا + بَ

جِ = جِي = يِ + جِ

سُ = سُو = وُ + سُ

Worksheets 1-5 will give you practise in making clear the formation of long vowels, from short vowels, by the addition of Alif (to Fathah letters), Yaa Sukoon (to Kasrah letters) and Waaw Sukoon (to Dhammah letters).

Note: Attention must be paid to the correct pronunciation of letters when reciting the Holy Qur'an. An incorrect pronunciation can change the meaning.

For example:

كَانَا

**KaaNaa**

They (two) were

كَانَ

**KaaNa**

He was

When practising to read the Holy Qur'an, you should know absolutely clearly the difference between Short and Long vowel sounds.

## WORDS WHICH MAY CAUSE CONFUSION

By now you should be thoroughly confident in the recognition of long vowels, i.e.:

With Fathah letter - ا is added

With Kasrah letter - ي is added

With Dhammah letter - و is added

Another example which usually causes confusion is the joining of a Fathah letter with an Alif which has a sign. The difference here is that the Alif has a sign. In this case then, the Alif is no longer a long vowel, and has to be pronounced.

For example:

طَا

**Ta'A**

قَا

**Qa'A**

لَا

**La'A**

سَا

**Sa'A**



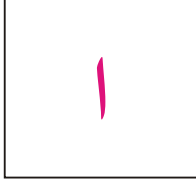



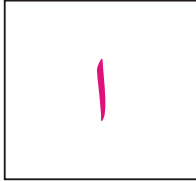

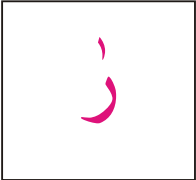

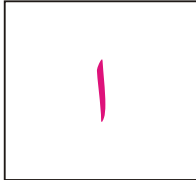
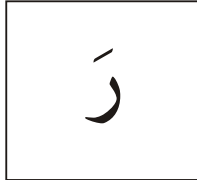


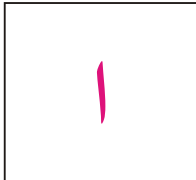
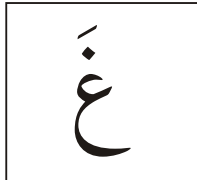


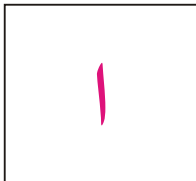

بَا

**Ba'A**

# Worksheet No. 1

## Another kind of Long Vowels Chapter 4

Make these short vowel letters into two ways of long vowel letters.  
An example has been given.

Short way of writing the Long Vowel	Long Vowel	Short Vowel
 =	 =	 + 
 =	 =	 + 
 =	 =	 + 
 =	 =	 + 
 =	 =	 + 

## Worksheet No. 2

## Another kind of Long Vowels Chapter 4

Make these short vowel letters into two ways of long vowel letters.  
An example has been given.




















Short way of writing the Long Vowel	Long Vowel	Short Vowel
جِ =	جِي =	يِ + جِ
مِ =	مِي =	يِ + مِ
نِ =	نِي =	يِ + نِ
فِ =	فِي =	يِ + فِ
شِ =	شِي =	يِ + شِ

# Worksheet No. 3



## Another kind of Long Vowels Chapter 4

Make these short vowel letters into two ways of long vowel letters.  
An example has been given.

Short way of writing the Long Vowel	Long Vowel	Short Vowel
 =	 =	 + 
 =	 =	 + 
 =	 =	 + 
 =	 =	 + 
 =	 =	 + 





Circle all the long vowel letters. An example has been done for you.

مَالِكِ

هُوَ

أَعُوذُ

تَيْنِ

هَذِهِ

صُدُورِ

أَحْسِنَا

كَانَ

فَلَا

ذَلِكَ

فِي

إِلَهُ

جَجِيمِ

أَعْطَيْتَكَ

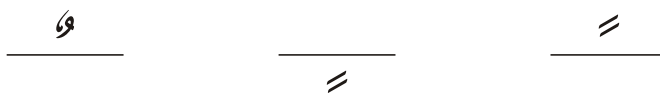
سَاهُونَ



# CHAPTER 5

## Signs of Tanween

The Tanween signs are as follows:



The Tanween sign is in fact a double Fathah, double Kasrah or double Dhammah. The Tanween sign is also called a nunation sign because all the letters with Tanween will end with a Nuun sound.

For example, the following words end with a Nuun sound:



**Mun**



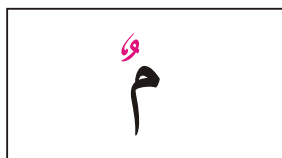
**Jin**



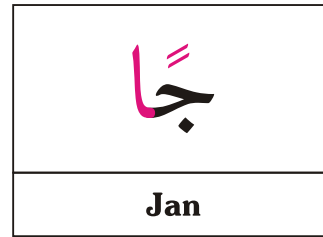
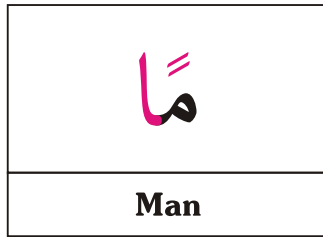
**Ban**

Now the above words can be written in a short form using the Tanween sign.

We cancel the ن letter, and use the Tanween sign.



When a letter carries a Fathah Tanween ( َ ), it is usually followed by an Alif ( | ). It is important to note that Alif is not pronounced.



Except for Ta-marbutah ( ة )

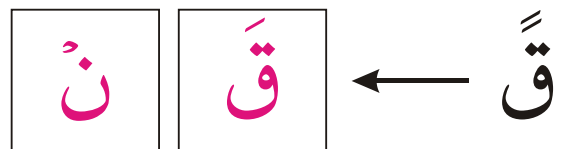
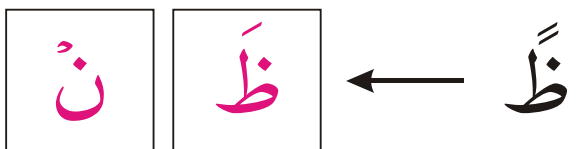
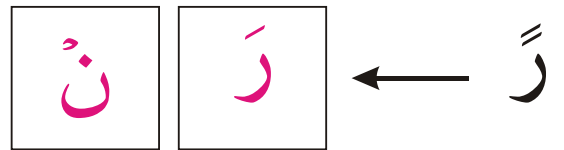
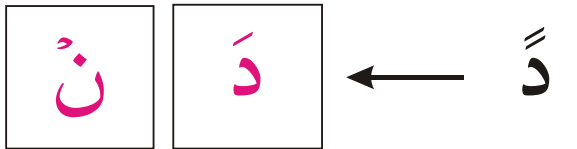
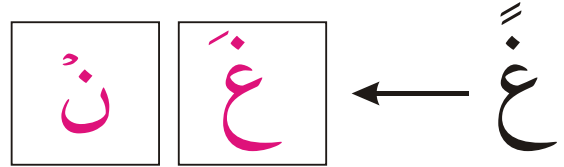
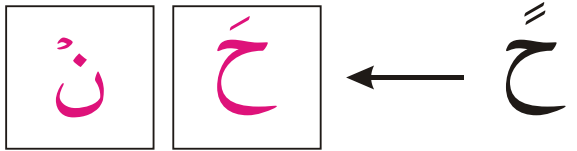
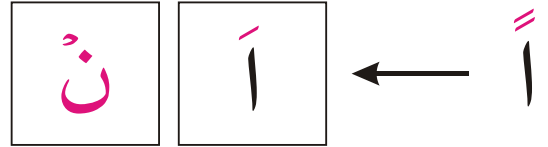
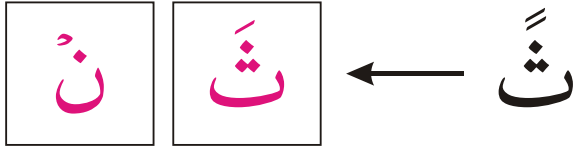


Word examples:

رَاضِيَةٌ      لَاجِيَةٌ      حَامِيَةٌ

Write the following Tanween letters in a long way. An example has been done for you.

eg.



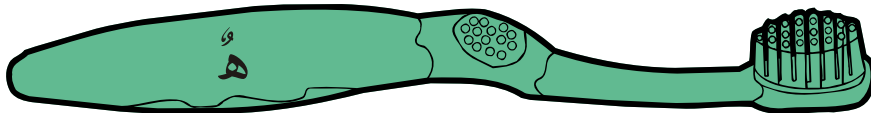
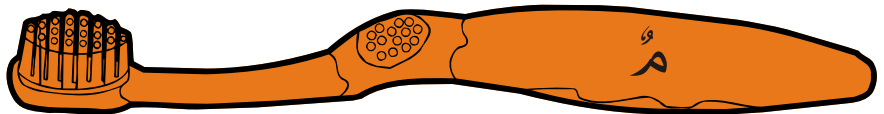
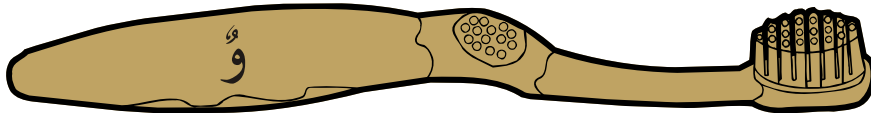
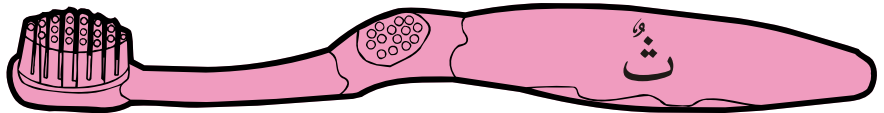
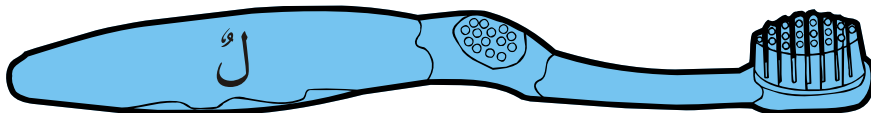
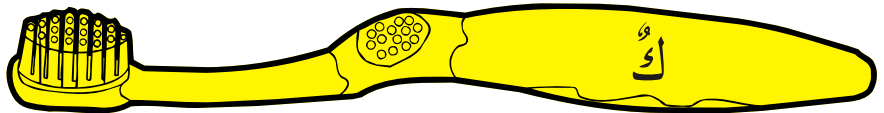
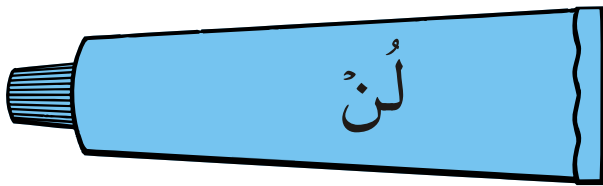
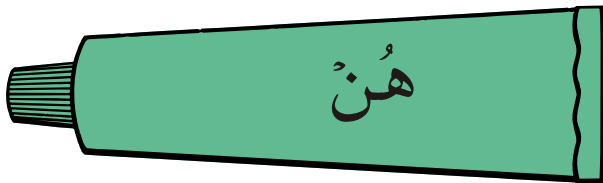
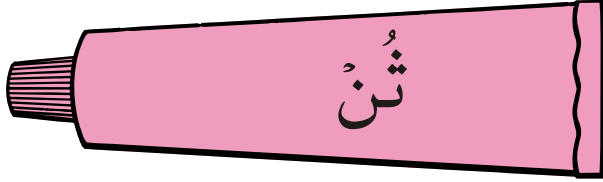


Match the tanween words

يَـ	ضَيْنٌ
وُـ	حَيْنٌ
طَـ	قَيْنٌ
رُـ	غَيْنٌ
فَـ	طَيْنٌ

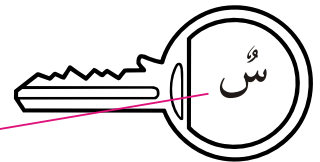
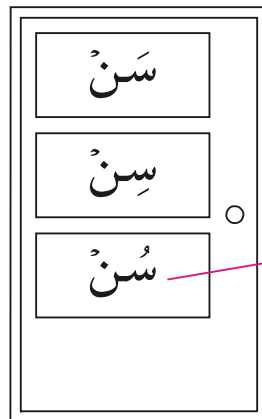
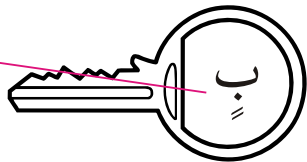
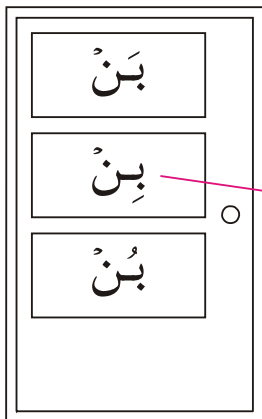
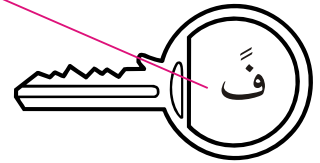
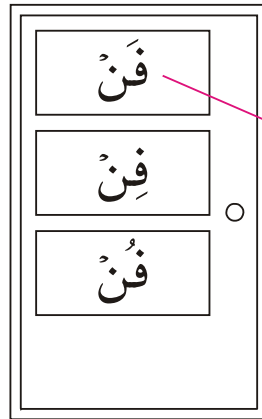
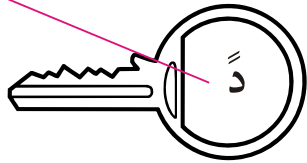
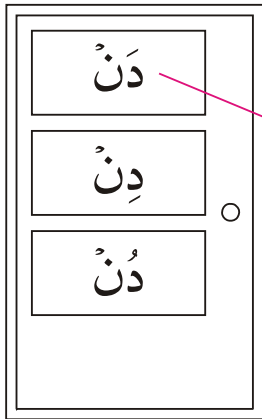
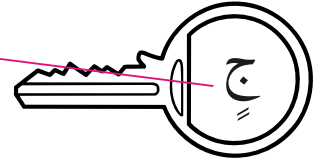
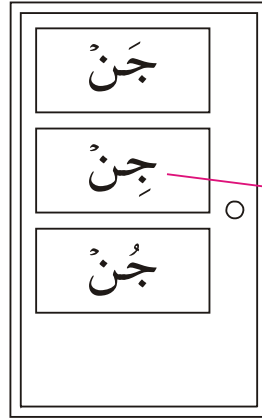
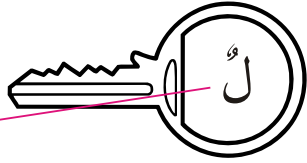
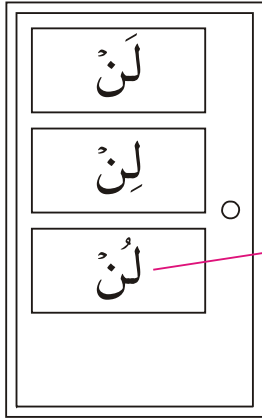


Match the tanween words by using the same colour.





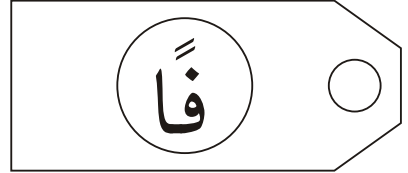
Match the key with its proper door by colouring the word.





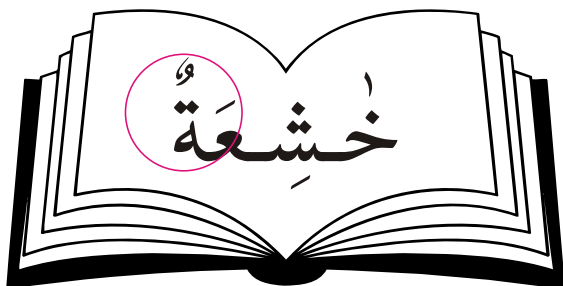
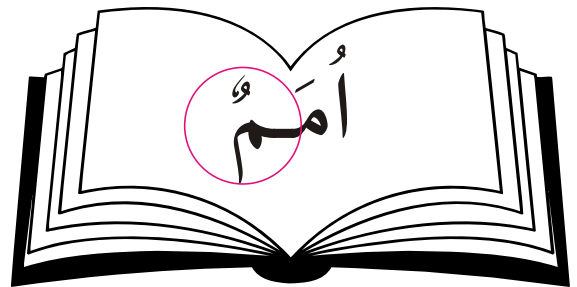
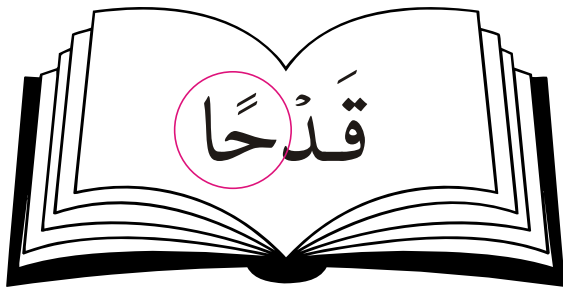
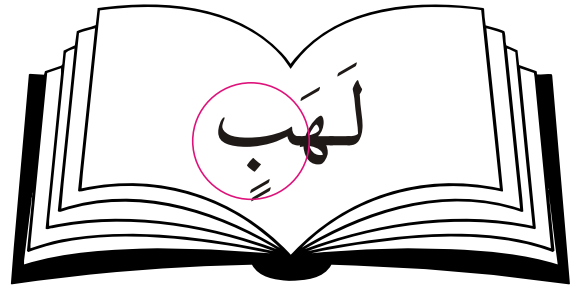
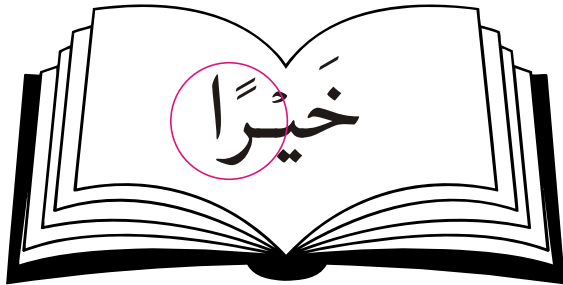
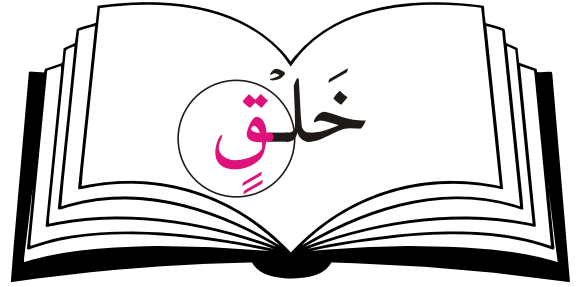
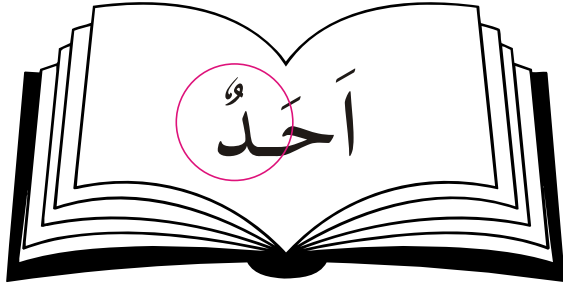
Circle the short way of writing Tanween. An example has been done for you.

eg.



Circle the letters with Tanween.

eg.





# CHAPTER 6

## Shaddah Sign

The Shaddah sign is as follows:

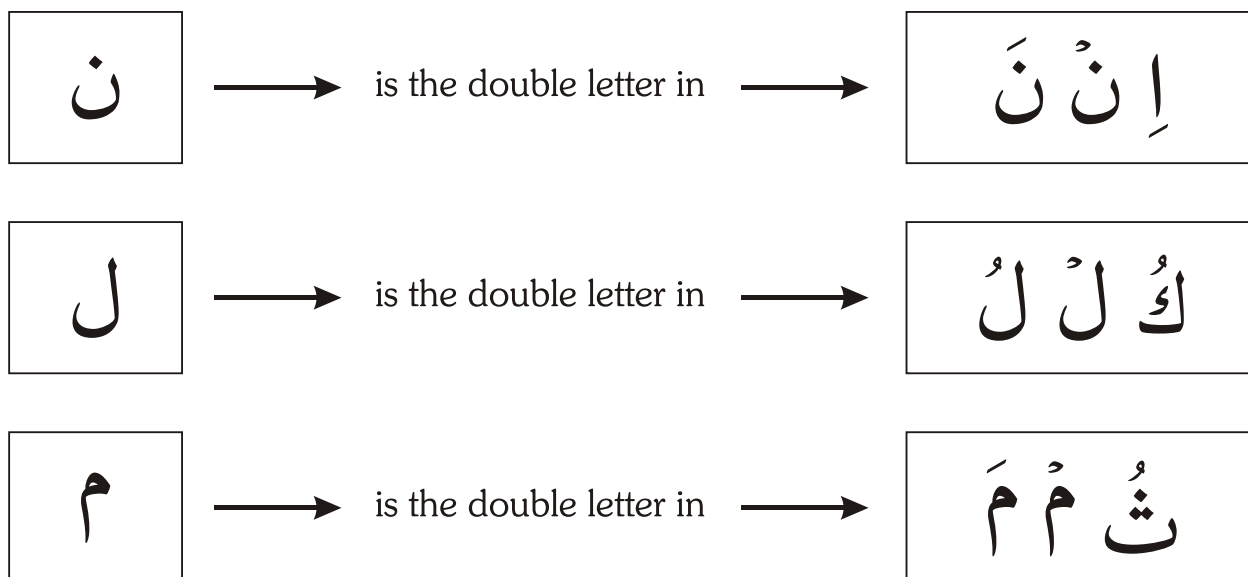
و

In English, an emphasis sound is made by using a double letter, eg. butter, innocent. In Arabic, we do not use double letters; instead we use the Shaddah sign.


In full form, the following sounds are produced by the letters:

<b>Inna</b>	-	إِنَّنْ
<b>Kullu</b>	-	كُلُّلُ
<b>Thumma</b>	-	ثُمَّمَّ


In the above words, the double letters are:



Instead of writing these double letters we cancel the letter with Sukoon and add a **SHADDAH** sign on the other letter.

**Inna** = 
 The diagram shows three boxes connected by left-pointing arrows. The first box contains the word 'Inna' in its final form with a Shaddah sign over the second 'n'. The second box contains the word 'Inna' with a Sukoon sign over the first 'n' and a red 'X' over the second 'n'. The third box contains the word 'Inna' with a Sukoon sign over the first 'n' and a Sukoon sign over the second 'n'.

**Kullu** = 
 The diagram shows three boxes connected by left-pointing arrows. The first box contains the word 'Kullu' in its final form with a Shaddah sign over the second 'l'. The second box contains the word 'Kullu' with a Sukoon sign over the first 'l' and a red 'X' over the second 'l'. The third box contains the word 'Kullu' with a Sukoon sign over the first 'l' and a Sukoon sign over the second 'l'.

**Thumma** = 
 The diagram shows three boxes connected by left-pointing arrows. The first box contains the word 'Thumma' in its final form with a Shaddah sign over the second 'm'. The second box contains the word 'Thumma' with a Sukoon sign over the first 'm' and a red 'X' over the second 'm'. The third box contains the word 'Thumma' with a Sukoon sign over the first 'm' and a Sukoon sign over the second 'm'.

**Rabbi** = 
 The diagram shows three boxes connected by left-pointing arrows. The first box contains the word 'Rabbi' in its final form with a Shaddah sign over the second 'b'. The second box contains the word 'Rabbi' with a Sukoon sign over the first 'b' and a red 'X' over the second 'b'. The third box contains the word 'Rabbi' with a Sukoon sign over the first 'b' and a Sukoon sign over the second 'b'.

**Lamma** = 
 The diagram shows three boxes connected by left-pointing arrows. The first box contains the word 'Lamma' in its final form with a Shaddah sign over the second 'm'. The second box contains the word 'Lamma' with a Sukoon sign over the first 'm' and a red 'X' over the second 'm'. The third box contains the word 'Lamma' with a Sukoon sign over the first 'm' and a Sukoon sign over the second 'm'.

**Haqqa** = 
 The diagram shows three boxes connected by left-pointing arrows. The first box contains the word 'Haqqa' in its final form with a Shaddah sign over the second 'q'. The second box contains the word 'Haqqa' with a Sukoon sign over the first 'q' and a red 'X' over the second 'q'. The third box contains the word 'Haqqa' with a Sukoon sign over the first 'q' and a Sukoon sign over the second 'q'.

**Note :** The first of the double letter will always be a Sukoon.

In the empty box write the shortened version of the word using a Shaddah sign. An example has been done for you.

eg.

ظَنَّ

ظَنَّ

بَوَّ

بَوَّ

رَبُّ

رَبُّ

حَقَّقَ

حَقَّقَ

هِنَّنَ

هِنَّنَ

أُمَّ

أُمَّ

جَنَّ

جَنَّ

تُنَّنَ

تُنَّنَ

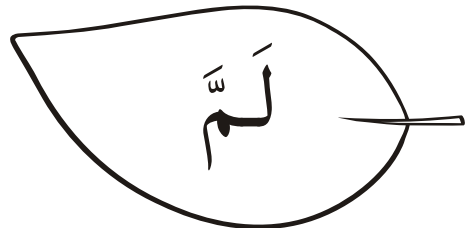
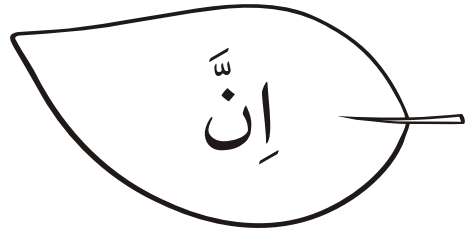
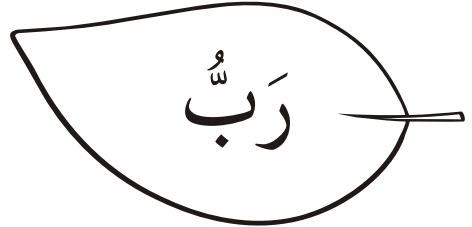
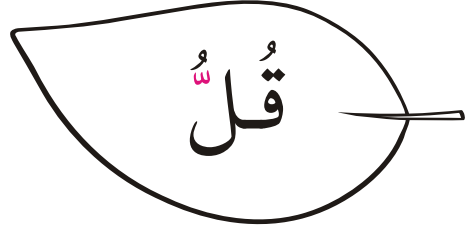
قُدَّدَ

قُدَّدَ



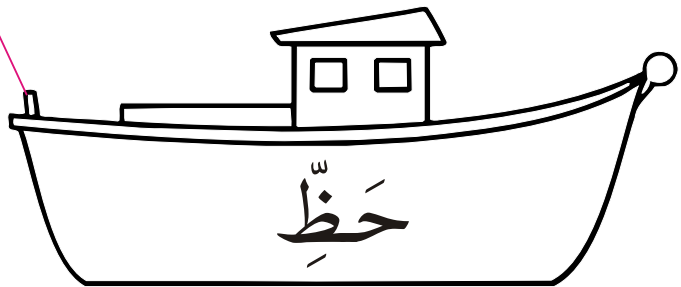
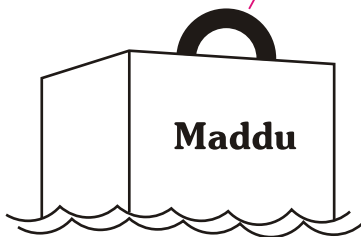
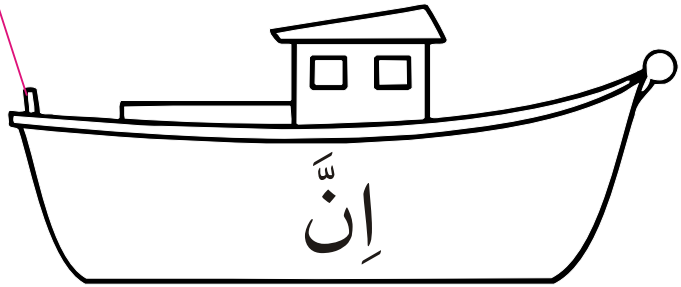
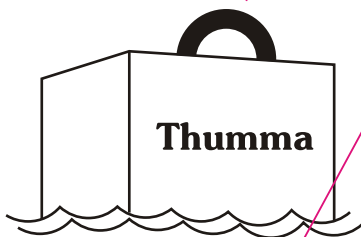
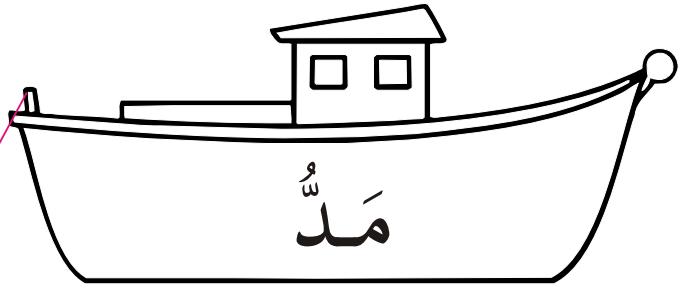
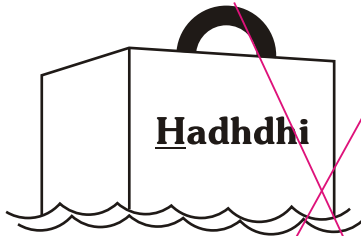
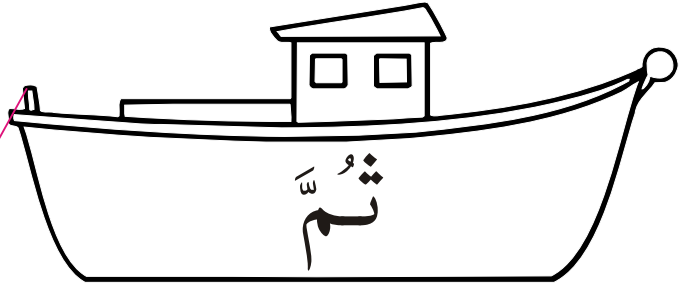
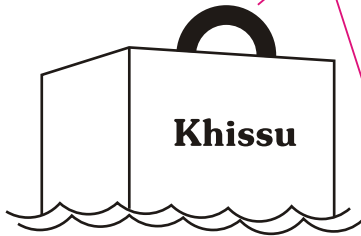
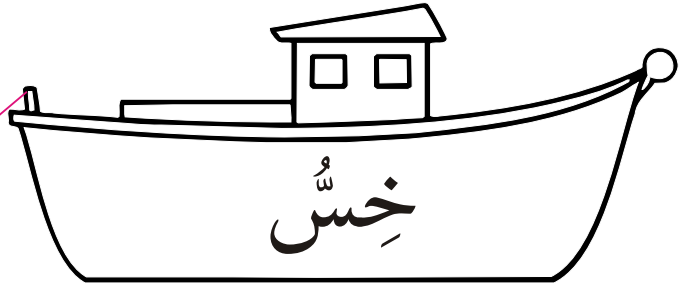
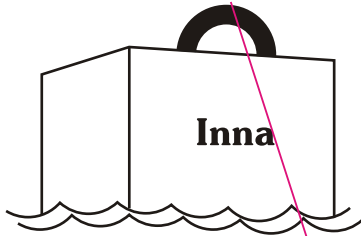
Write the following words in a long way. An example has been done for you.

eg.



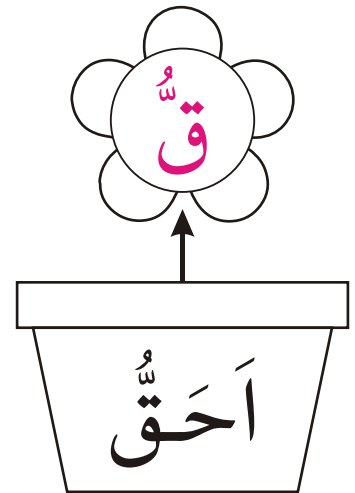
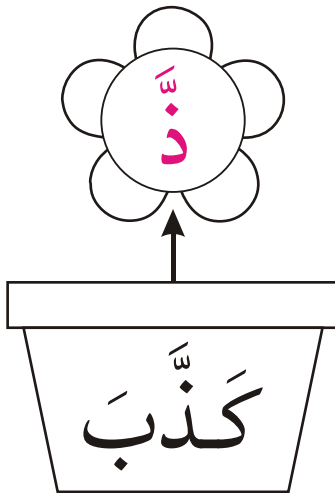
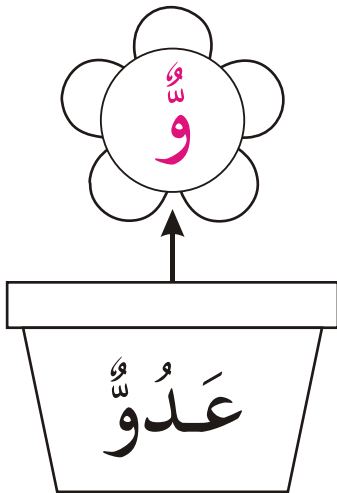
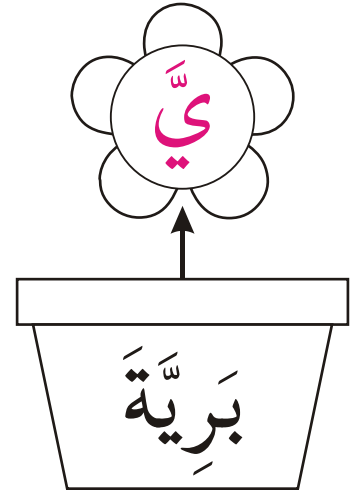
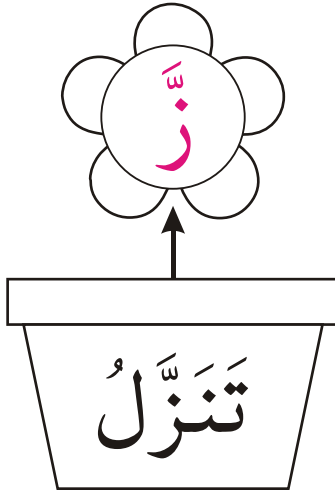
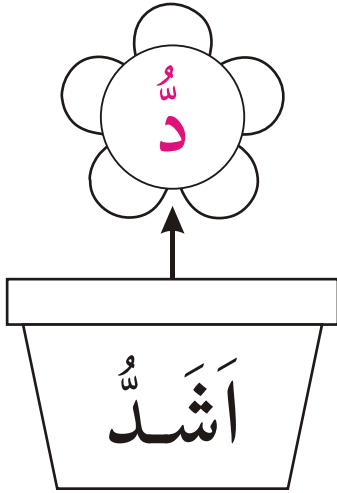
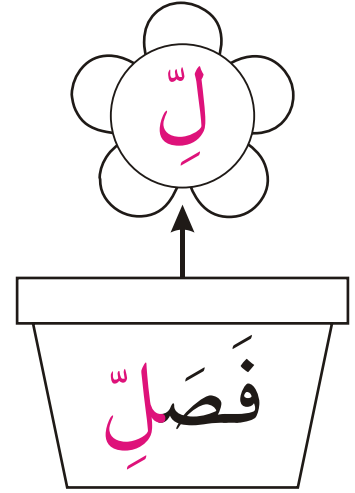
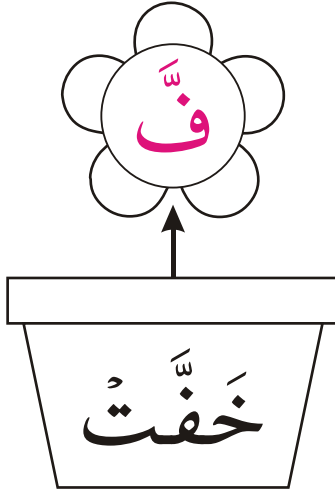
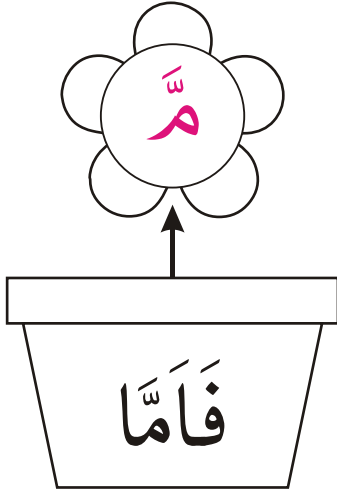


Link the Arabic word with its sound.

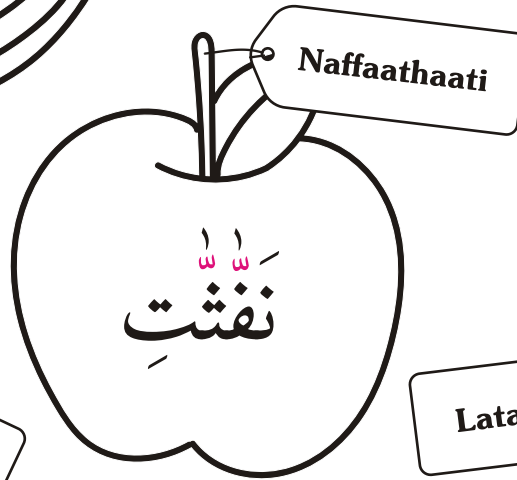
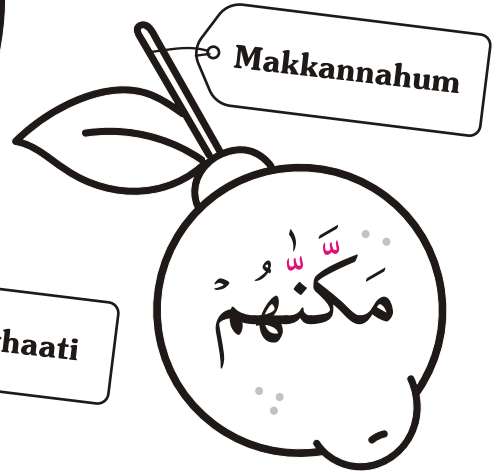
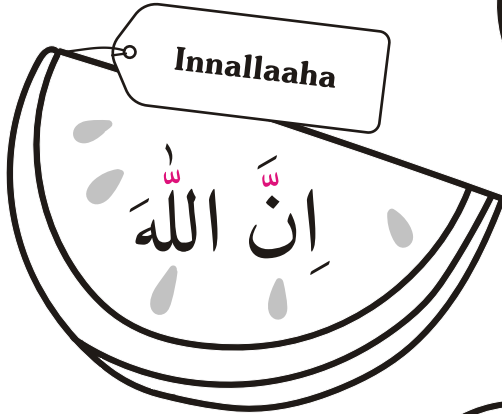
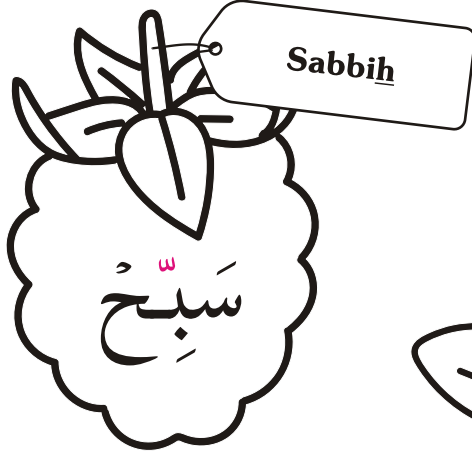


Identify the letter with a Shaddah and write it in the flower above. An example has been done for you.

eg.



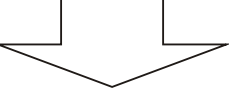
Put the missing Shaddah signs.



Put the missing Shaddah signs on the Arabic words below. An example has been done for you.

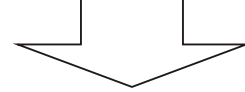
eg.

مُزْمِلٌ



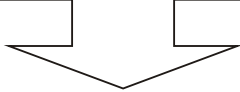
Muzzammil

أُمِّيْنٌ



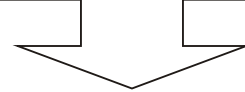
Ummiyyina

وَرَزَا



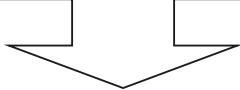
Warrazzaa

إِلَّا



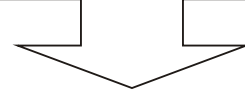
Illallaa

زَيْنَسٌ



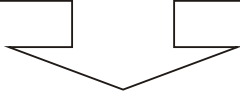
Zayyannassa

مُدَثِّرٌ



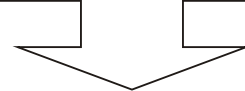
Muddaththir

سَبَحَ



Sabbaha

قُوَّةٌ



Quwwatun



# CHAPTER 7

## Rules of Laam Shaddah ( لّ )

The لّ in the word اَللّٰهُ can be pronounced in two ways:

**1) With a Full Mouth:** When a َ Fathah or a ُ Dhammah appears on the letter before the word اَللّٰهُ . For example:

رَسُوْلُ اللّٰهِ

**Rasuulullaahi**  
(Full Mouth)

هُوَ اللّٰهُ

**Huwallaahu**  
(Full Mouth)

**2) With an Empty Mouth:** When a ِ Kasrah appears on the letter before the word اَللّٰهُ . For example:

بِ اللّٰهِ

**Balillaahu**  
(Empty Mouth)

بِسْمِ اللّٰهِ

**Bismillaahi**  
(Empty Mouth)

**Note :** The rule does not apply when the لّ is not in the word اَللّٰهُ . For example:

هُوَ الَّذِيْنَ

**Huwallathiina**



Put a tick ( ✓ ) in the right box for the sign which appears before the word Allah (S.W.T.), then write down if it is pronounced with a Full (F) mouth or Empty (E) mouth. For example:

F or E	◌ْ	◌َ	◌ِ	Word
F			✓	إِنَّ اللَّهَ eg.
F	✓			رَسُولُ اللَّهِ
F			✓	إِلَّا اللَّهُ
F	✓			ذَكَرُ اللَّهُ
F			✓	أَحَلَّ اللَّهُ
E		✓		بَلِ اللَّهِ
F			✓	لَا إِلَهَ إِلَّا اللَّهُ
F			✓	وَاللَّهُ يُحِبُّ الْمُحْسِنِينَ
E		✓		بِسْمِ اللَّهِ
E		✓		وَالْحَمْدُ لِلَّهِ
F			✓	اللَّهُمَّ

# CHAPTER 8

## Rules of Meem ( م ) & Nuun ( ن ) Shaddah

The two letters م and ن should always be recited stressed and stretched with a nasal sound. For example:

ان

Read as **In..na** (Not Inna)

ثم

Read as **Thum..ma** (Not Thumma)

As shown above, the **underlined letter** is stressed and stretched i.e. prolonged by **two stretches** and with a **nasal sound**.

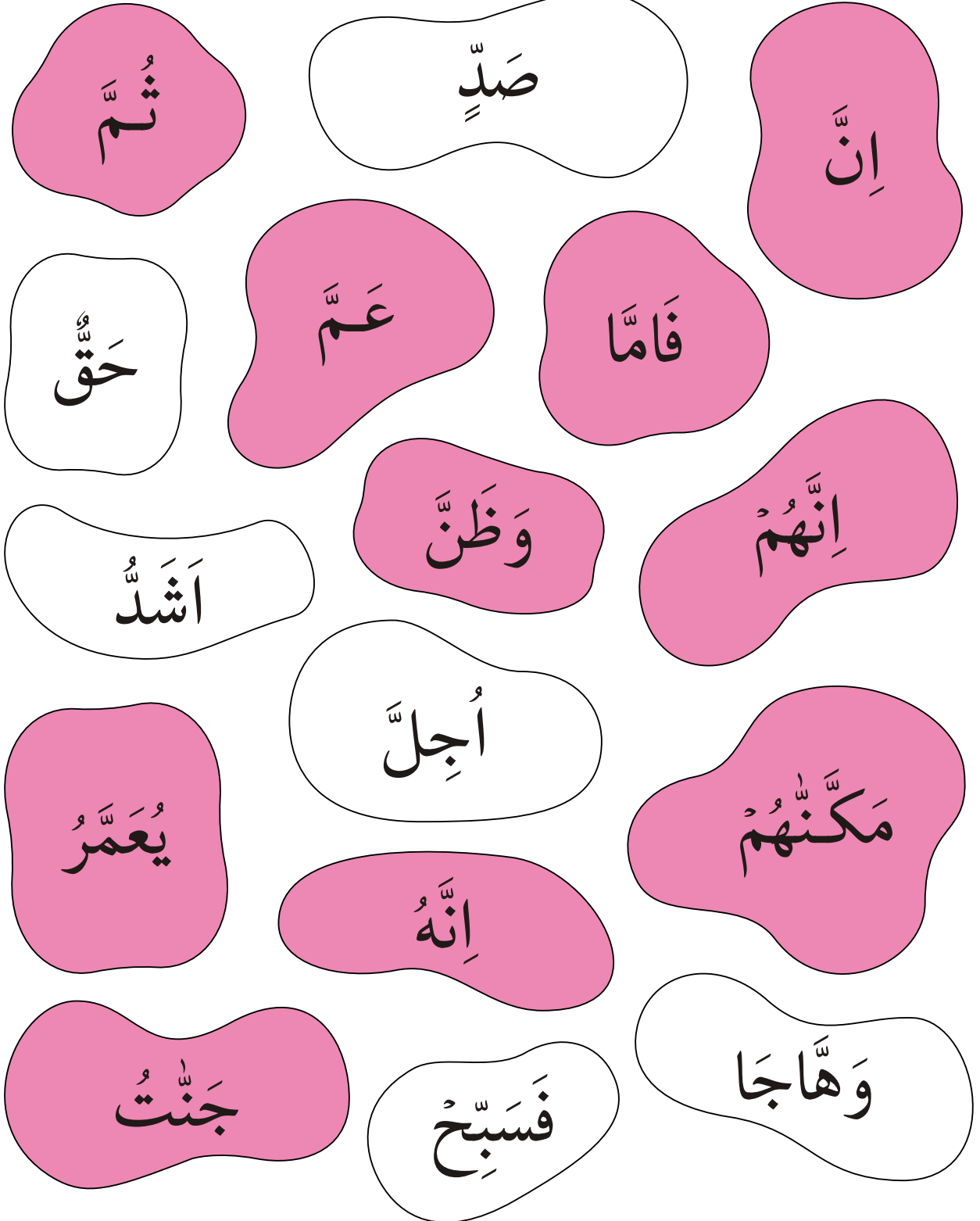
Below are words which you can practise with:



فَلَمَّا Falam..ma	ظَنَّ Dhan..na	دَمَّرَ Dam..mara
إِنِّي In..ni	مِمَّا Mim..ma	إِنَّهُمْ In..nahum
إِنْ مَكَانَهُمْ Imm..makkan..naahum	لَنَرْجُمَنَّكُمْ Lanar-juman..nakum	إِمَامٍ مُّبِينٍ Imaamim..mubeen



Colour the shapes which has a stretch and stress letters. Remember to look for مّ or نّ .



Circle the stretch and stress letters.

For example:

لِلنَّاسِ

وَالنَّجْمِ

عَمَّا

مَسَّنِ

سُنَّةِ

لَكُنَّا

مِمَّا

حَتَّى

وَالنَّبِئَةِ

رَبِّ

لَمَّا

إِنَّكَ

فِي الْأُمِّيِّينَ

وَأَنَا

إِمَامٍ مُّبِينٍ

عَنِّي

ضَلَالٍ مُّبِينٍ

جُنْدٍ

إِنَّمَا

وَلِيَمَسِّنْكُمْ

أَنْتُمْ

مِنَّا

This is a sample of a Qur'an page. Circle the stress and stretch letters.  
An example has been done for you.

سُورَةُ الْغَاشِيَةِ  
مَكِّيَّةٌ

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

آيَاتُهَا: 26  
رُكُوعُهَا: 1

هَلْ أَتَاكَ حَدِيثُ الْغَاشِيَةِ ① وَجُوهٌ يَوْمَئِذٍ خُشِعَةٌ ② عَامِلَةٌ ③  
 نَاصِبَةٌ ④ تَصَلَّى نَارًا حَامِيَةً ⑤ تُسْقَى مِنْ عَيْنٍ آيَةٍ ⑥ لَيْسَ ⑦  
 لَهُمْ طَعَامٌ إِلَّا مِنْ ضَرِيحٍ ⑧ لَا يُسِينُ وَلَا يُغْنِي مِنْ جُوعٍ ⑨  
 وَجُوهٌ يَوْمَئِذٍ نَاعِبَةٌ ⑩ لَسَعِيهَا رَاضِيَةٌ ⑪ فِي جَنَّةٍ عَالِيَةٍ ⑫  
 لَا تَسْمَعُ فِيهَا لَغِيَةً ⑬ فِيهَا عَيْنٌ جَارِيَةٌ ⑭ فِيهَا سُرُرٌ ⑮  
 مَرْفُوعَةٌ ⑯ وَآكُوبٌ ⑰ مَوْضُوعَةٌ ⑱ وَنَهَارِقٌ مَصْفُوفَةٌ ⑲ وَزَرَابِيُّ ⑳  
 مَبْتُوثَةٌ ㉑ أَفَلَا يَنْظُرُونَ إِلَى الْإِبْلِ كَيْفَ خُلِقَتْ ㉒ وَإِلَى السَّيِّئِ  
 كَيْفَ رُفِعَتْ ㉓ وَإِلَى الْجِبَالِ كَيْفَ نُصِبَتْ ㉔ وَإِلَى الْأَرْضِ  
 كَيْفَ سُطِحَتْ ㉕ فَذَكِّرْ ㉖ إِنَّمَا أَنْتَ مُذَكِّرٌ ㉗ لَسْتَ عَلَيْهِمْ  
 بِصَبِيرٍ ㉘ إِلَّا مَنْ تَوَلَّى وَكَفَرَ ㉙ فَيُعَذِّبُهُ اللَّهُ الْعَذَابَ  
 الْأَكْبَرَ ㉚ إِنَّ إِلَيْنَا إِيَابَهُمْ ㉛ ثُمَّ إِنَّ عَلَيْنَا حِسَابَهُمْ ㉜

النَّصْفُ  
1  
26  
13

# CHAPTER 9

## Isti'laa Letters

Isti'laa describes the characteristic of a letter. It means the elevation. Isti'laa letters are pronounced with a heavy sound (raising the tongue) within the mouth.

There are 7 letters of Isti'laa :

خ ص ض غ ط ظ ق

Eg:

يَدْخُلُونَ

غَيْرُ

مَقَامُ

**Heavy sound**

When the Isti'laa letter have Kasrah, the letters have a softness to the pronunciation.

نُصِبْتُ

رَاضِيَةٌ

مُسْتَقِيمٌ

**Soft sound**

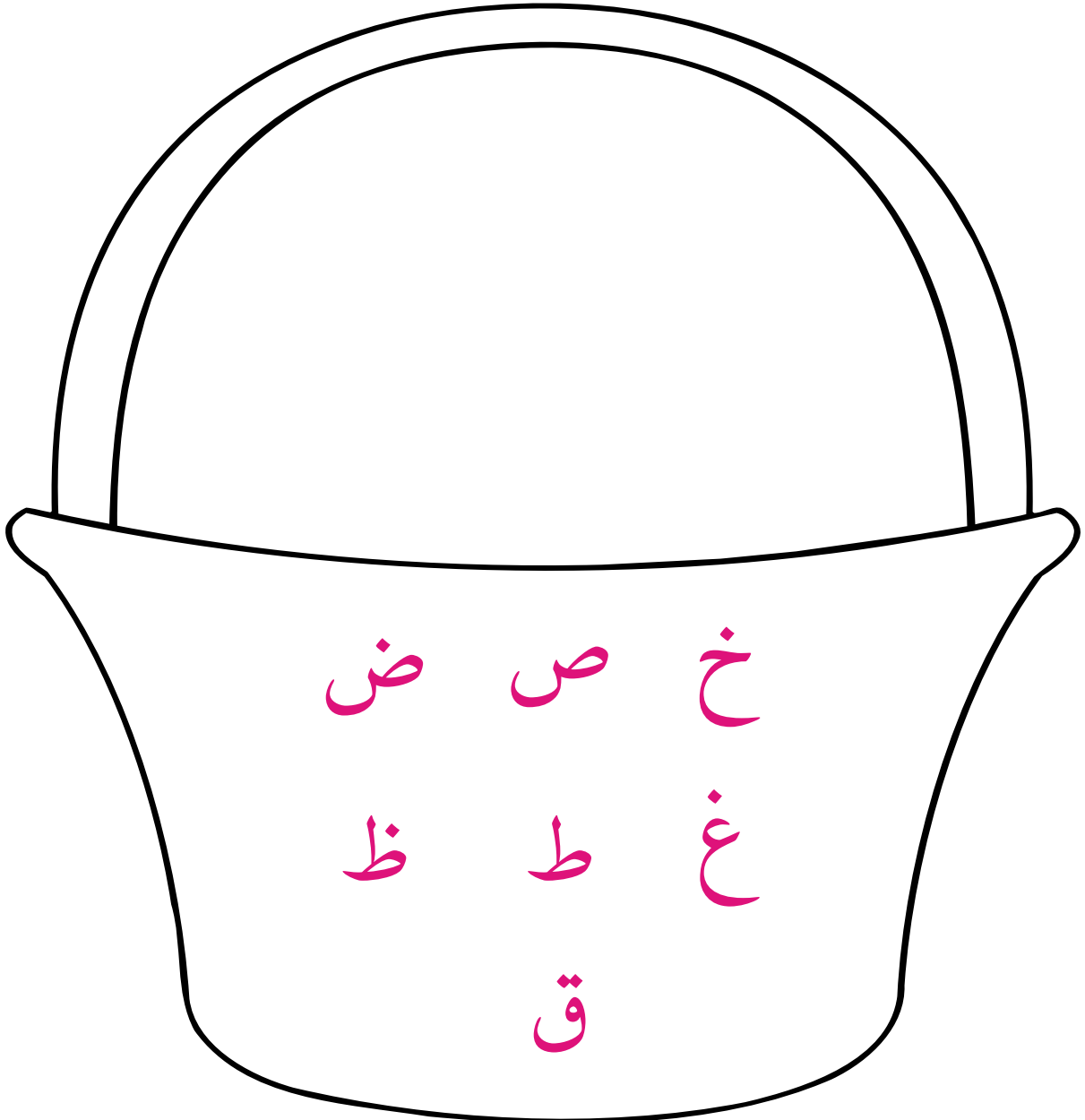




Drop all the Isti'laa letters in the basket below:

ص س ع ك ض ق ط خ

ث ذ غ ف ن ل ظ







Circle the Isti'laa letters in the words below:

فَذَٰلِكَ

عُقَدٌ

أَعُوذُ

لِيُضِلَّ

حَكِيمٌ

خَتَمٌ

عَلَيْهِمْ

خُلْدَيْنِ

صِرَاطٌ

خَلَقَ

غَيْرِ

خَيْرٌ

# CHAPTER 10

## Maddah - The Stretch

Maddah means to stretch. In the previous lessons, we have learnt about short and long vowels.

<b>Short vowels</b> (1 stretch)	-	بُ	بِ	بَ
		Bu	Bi	Ba
<b>Long vowels</b> (2 stretch)	-	بُو	بِي	بَا
		Buu	Bii	Baa

Now, there are two more **Longer** vowels to learn about.

1) Long vowel followed by Hamzah / Alif (4 stretch Maddah).

Eg.

بَاءَ	مَا أَغْنَى
↑	↑
4 Stretches	4 Stretches
<b>Baaaa</b>	<b>Maaaa Aghnaa</b>

2) Long vowel followed by a Sukoon or a Shaddah (6 stretch Maddah).

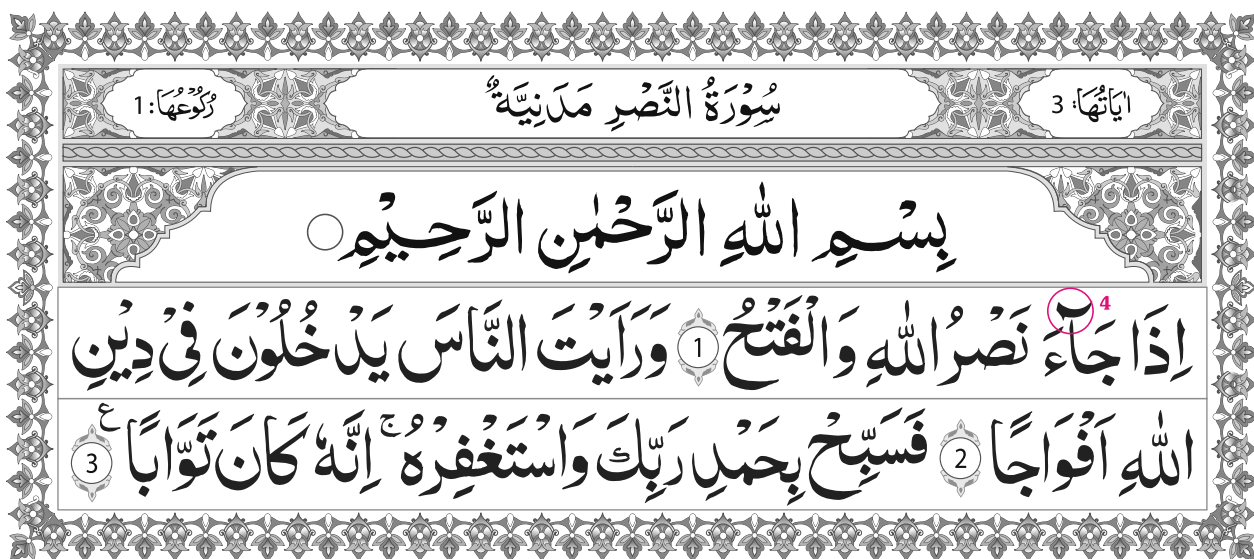
Eg.

الَّئِنَّ	حَاقَهُ
↑	↑
6 Stretches	6 Stretches
<b>Aaaaaalaana</b>	<b>Haaaaaaqqah</b>

## Note :

In the IndoPak script, you will come across both the lighter ( ~ ) and dark Maddah ( ˇ ). The lighter Maddah ( ~ ) will always be 4 stretches whilst the darker Maddah ( ˇ ) can be 4 or 6 stretches.

## IndoPak





Tick ( ✓ ) the right number of stretches for each underlined letters.  
An example has been done for you.

6	4	2	1	Word
		✓		Eg. مَاءٌ
		✓		عَلِيٌّ
			✓	سَاءٌ
	✓			إِذَا جَاءَ
			✓	فَتَحَ
✓				حَاجَةٌ
		✓		أَنَابَ
	✓			سُوِّءَ
✓				صَافَاتٍ



Circle the letters with 4 stretches Maddah. Remember it is long vowel followed by Hamza / Alif.

رَسُولُ

شَاءَ

جِي

جَزَاؤُهُمْ

صِدِّيقِينَ

مَا أَمَرَ

مَلَأَكَةَ

سَلَّمَ

حُنَفَاءَ

عَابِدُ

دِينِكُمْ

جَاءَ



Circle the letters with 6 stretches Maddah. Remember it is long vowel followed by Sukoon or Shaddah.

ضَالِيْنٌ

السَّمَاءُ

سَوَاءٌ

القَارِعَةُ

دِمَاءٌ

بِاسْمَاءٍ

طَائِفٌ

وَجَاءٌ

حَاقَةٌ

جَاءَتْ

نِسَاءٌ

الْأُنَّ

# CHAPTER 11

## Huroof Muqatta'at

Muqatta'at means Abbreviated or Shortened. These letters appear 29 times in the beginning of different chapters of the Qur'an. Some of the letters repeat and are same. They are written either as a single letter or up to five letters together like a word. They are pronounced individually by their **Names** rather than their sounds. Their meaning remains unknown.

Let's see these Huroof

الم الر المر طه ق ن  
طس يس طسم كهيعص حم  
ص البص عسق

Please practice the sounds with your teacher and using the link below.



Surah	Read as	Huroof al-Muqatta'at
Baqrah (2) Aali Imran (3) Ankabut (29) Rum (30) Lqumaan (31) Sajdah (32)	Alif Laaaaaam Miiiiim	آم
Yunus (10) Hud (11) Yusuf (12) Ibrahim (14) Hijr (15)	Alif Laaaaaam Raa	الر
Ra'ad (13)	Alif Laaaaaam Miiiiim Raa	الر
Taa Haa (20)	Taa Haa	طه
Qaaf (50)	Qaaaaaf	قاف
Qalam (68)	Nuuuuun	ن
Naml (27)	Taa Siiiiin	طس



Surah	Read as	Huroof al-Muqatta'at
Yasin (36)	Yaa Siiiiin	يَس
Ash-shuraa (26) Qasas (28)	Taa Siiiiin Miiiiim	طَسَم
Maryam (19)	Kaaaaaf Haa Yaa Ayyyyyn Saaaaad	كَهَيَعَص
Mu'min (40) Fussilat (41) Zukhruf (43) Dukhan (44) Jaathiyah (45) Ahqaaf (46)	Haa Miiiiim	حَم
Ash-shurah (42)	Haa Miiiiim Ayyyyyn Siiiiin Qaaaaaf	حَم عَسَق
Saad (38)	Saaaaad	ص
A'araf (7)	Alif Laaaaaam Miiiiim Saaaaad	الْمَص

# CHAPTER 12

## Silent Letters

Silent letters are letters within a word which :

### Rule 1 :

Do not have any sign (Harakah) and will be followed by a letter with a **Sukoon** or **Shaddah**. These letters are **ا و ي**. Therefore they will not be pronounced.

Note : Sometimes there are two letters without a sign followed by **Sukoon** or **Shaddah**. In this case both letters are silent and not pronounced.

For example:

Alif ( ا ) is silent letter and is read as WAL ( وَال )



Alif ( ا ) is silent letter and is read as FAD ( فَاد )



Alif ( ا ) is silent letter and is read as WALLA ( وَالَّ )



Alif ( ا ) and Waw ( و ) are silent is read as DHUL ( ذُل )



### Rule 2 :

Do not have any signs (Harakah) and is preceded with a long vowel Fathah ( َ )

For example:

Yaa ( ي ) is silent letter and is read as FAHADAA ( فَهَادَا )



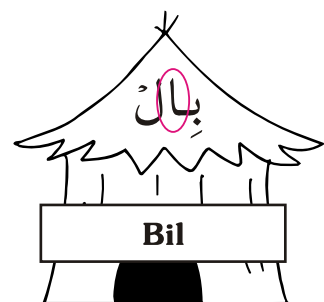
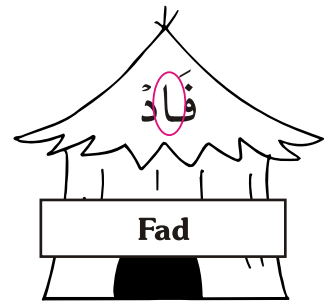
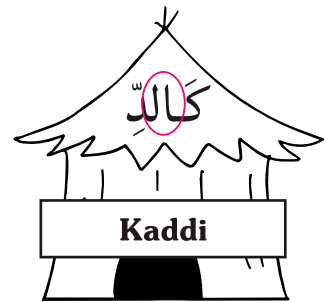
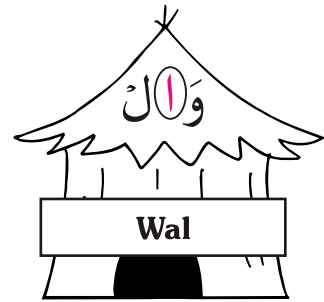
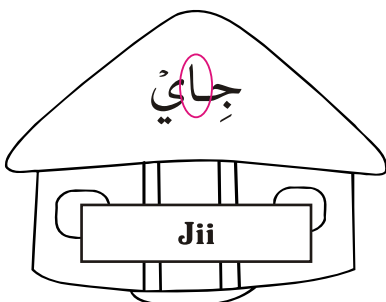
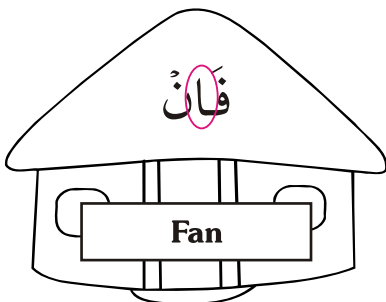
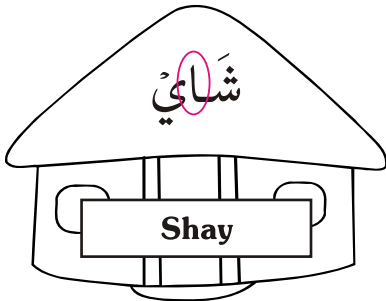
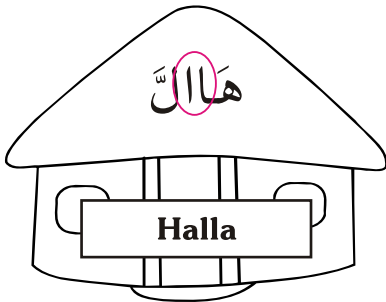
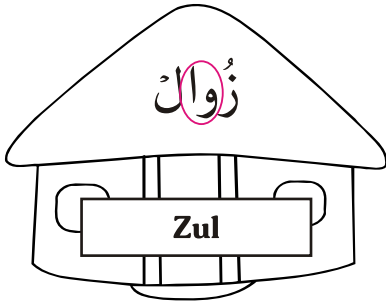
Waaw ( و ) and Alif ( ا ) are silent and is read as

RIBAA ( رَبَا )



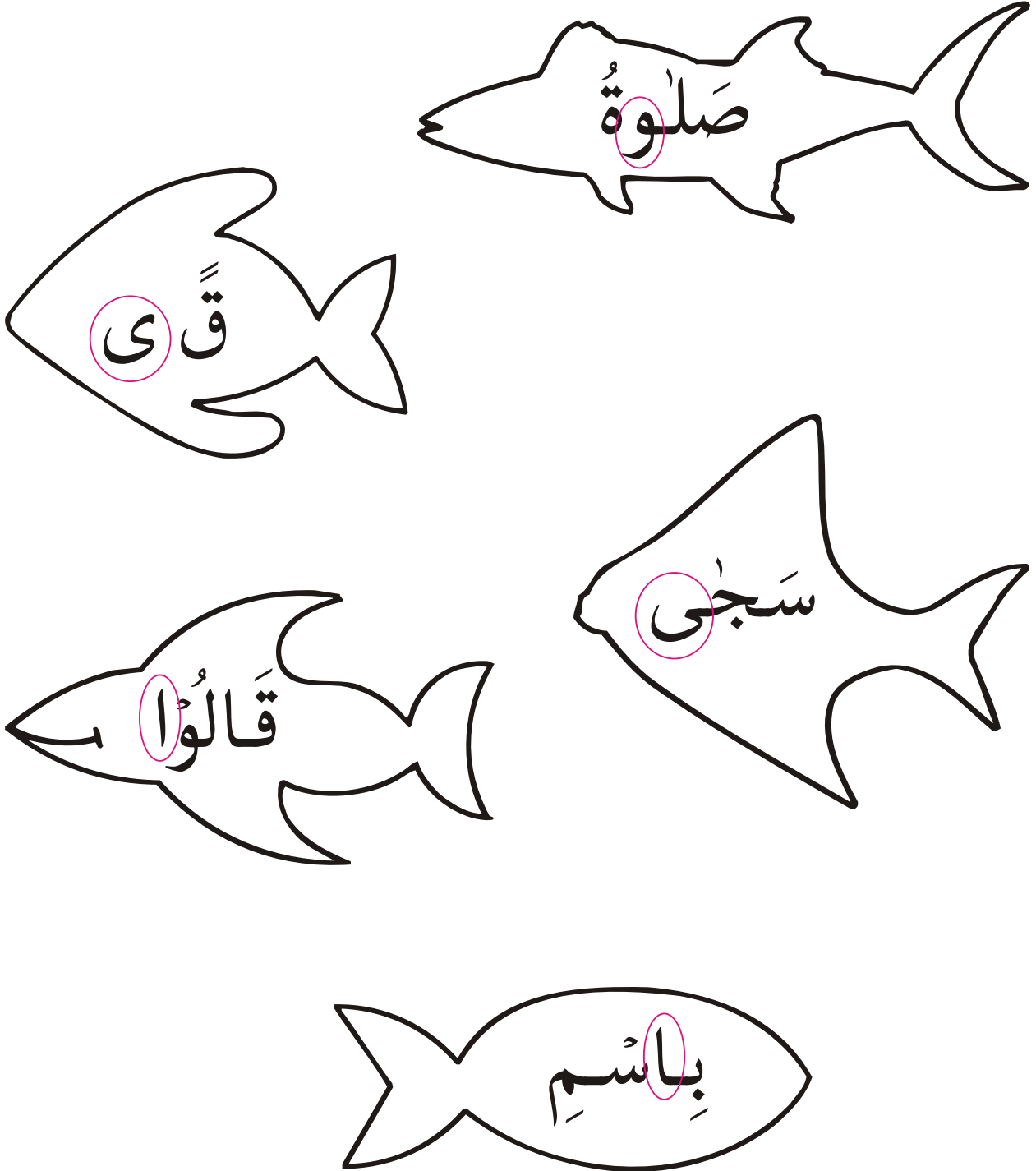


Circle the letters which are silent and read the words.  
An example has been done for you.

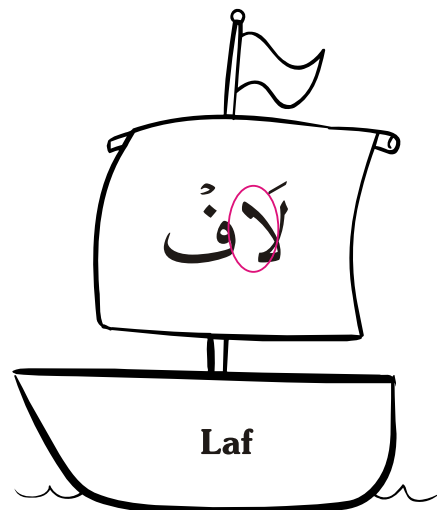
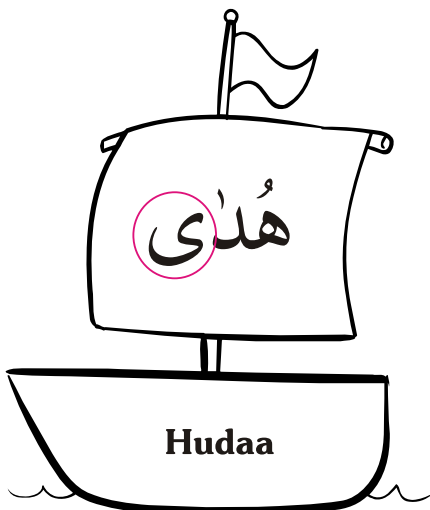
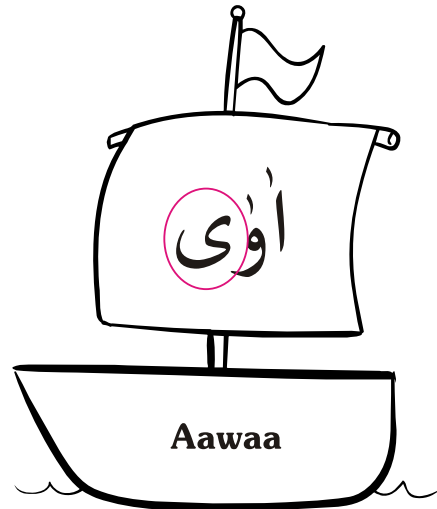
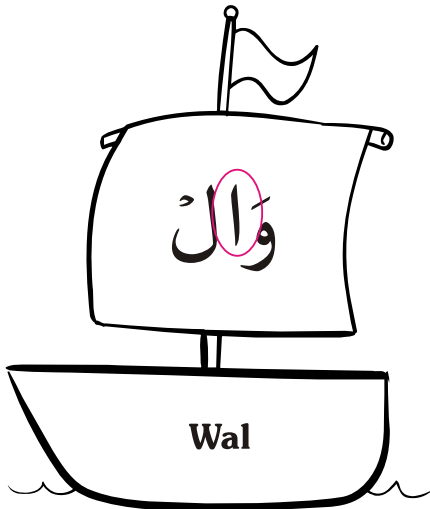
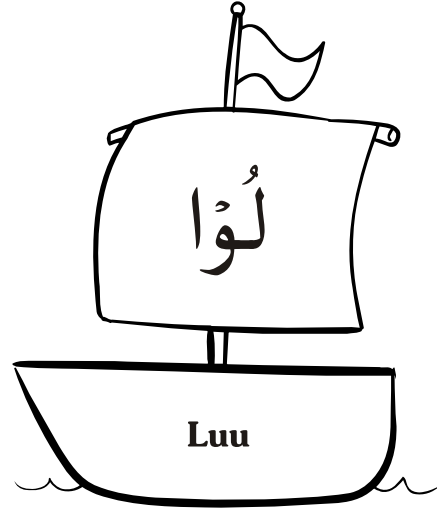
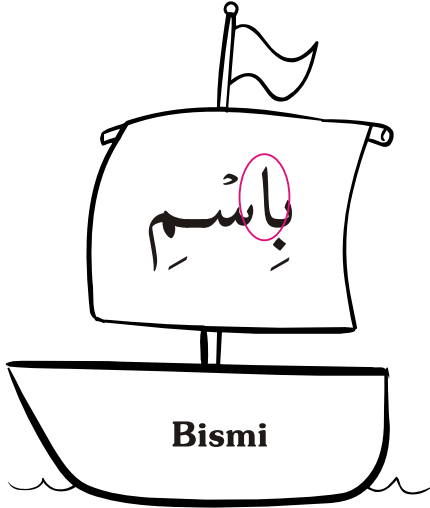




Circle the silent letters below:

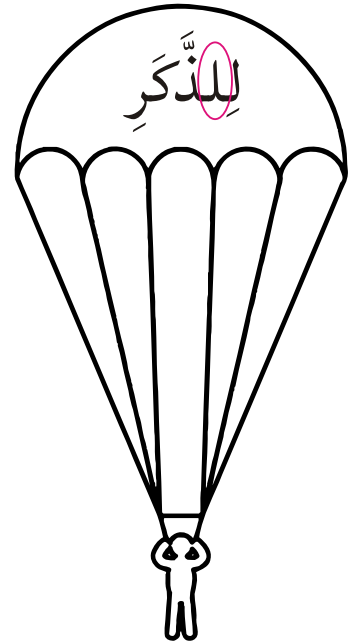
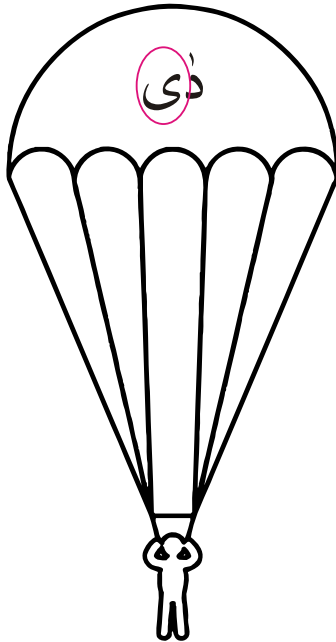
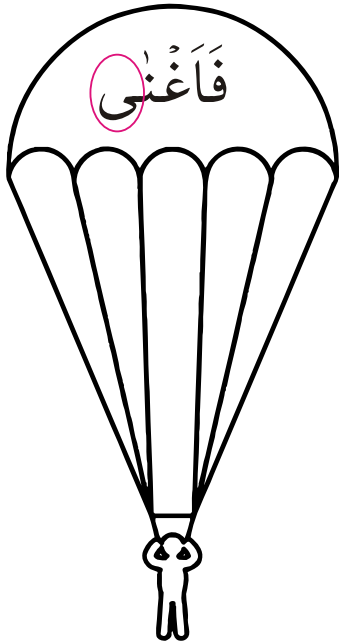
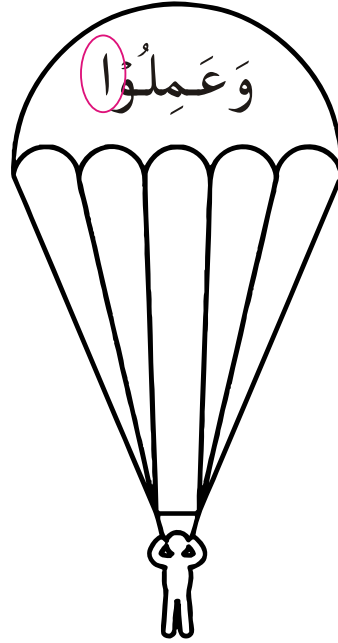
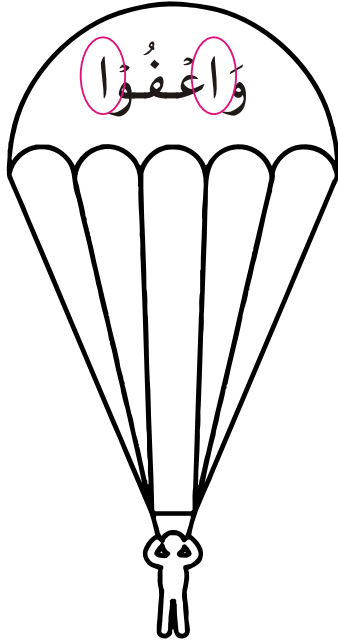


Circle the silent letters and write the correct pronunciation of the words.  
For example,





Circle the letters which are silent.



# CHAPTER 13

## Punctuation

When reciting the Holy Qur'an, we often come across Punctuation signs. Each of these signs has its own meaning and it is important that we observe these when reading the Qur'an.

1. **Key Punctuation** : These have to be followed or the meaning of the verse will change.

End of Sentence - Full Stop	-	○
Waqf Laazim - Must Stop	-	م
Pause (Like a comma in English)	-	ط
Must Not Stop	-	لا

2. Unlike the Key Punctuation, the meaning of the verse will NOT change if not observed.

Better to Stop

ج  
قف

Better to Continue

ز  
صلى  
ص  
ق

3. Others

Stop at one of the verses only ❖ ❖

Eg.  
(Surah Baqrah, Verse 2)

ذَلِكَ الْكِتَابُ لَا رَيْبَ فِيهِ

↑  
If you stop here, then  
you must continue here,  
or vice versa.

Slight pause without breathing سكتة

Eg.  
(Surah Mutaffifeen, Verse 14)

كَلَّا بَلْ رَانَ عَلَىٰ

↑  
Slight pause, but do not breathe



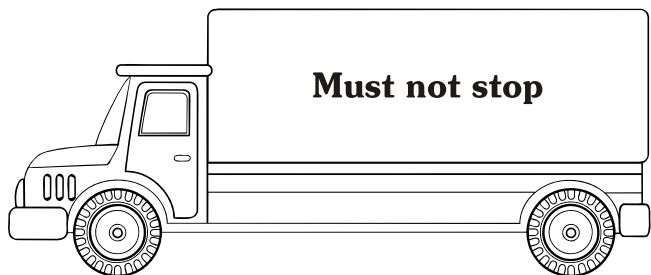
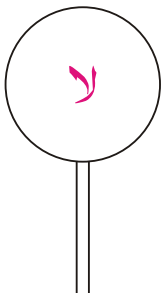
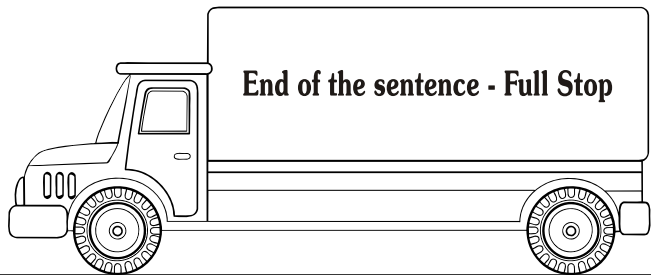
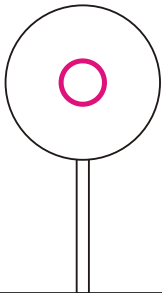
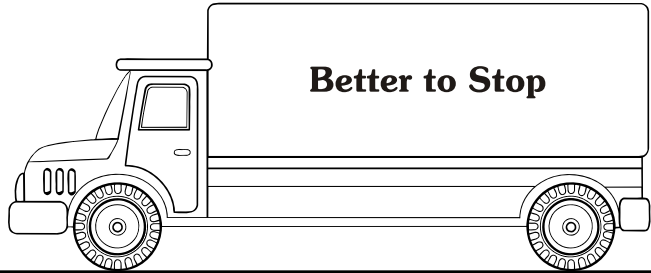
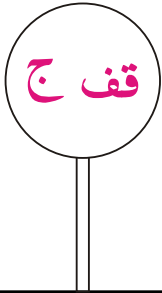
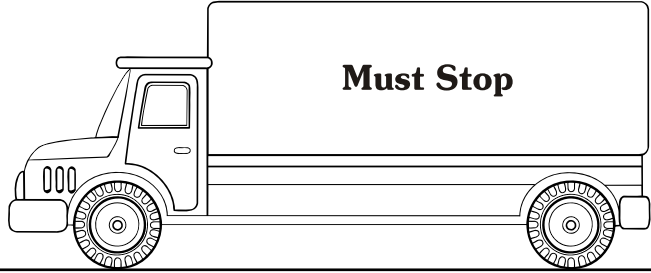
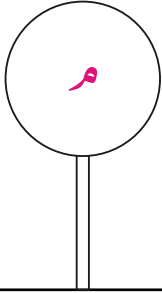
Match the following:

Pause	لا
End of sentence - Full Stop.	م
Better to continue	○
Stop at one of the verses only	ج
Must not stop	ط
Must stop	سكتة
Better to stop	ٶ ٶ
Slight pause without breathing	صلى





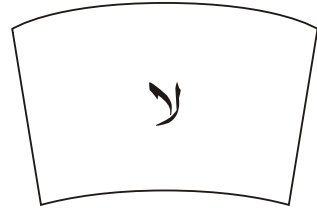
In the signboard put the correct sign of punctuation.



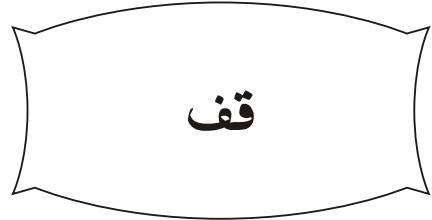


When reciting the Holy Qur'an you will come across these punctuation signs, what should you do?

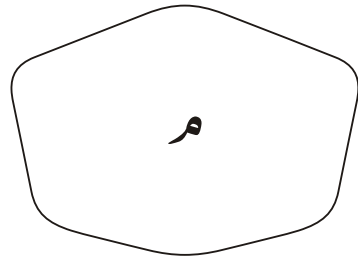
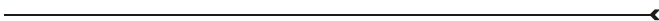
Must not stop



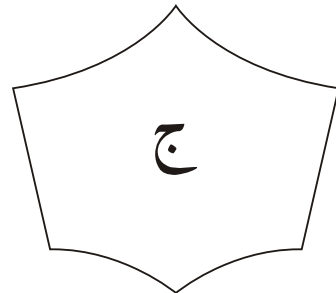
Better to stop



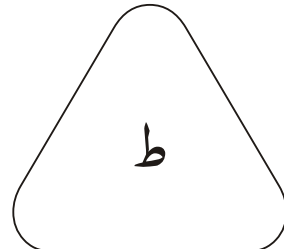
Must stop



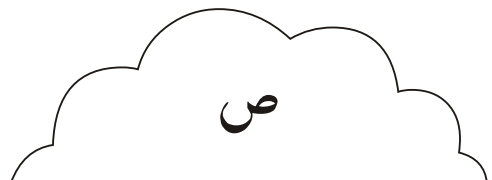
Better to stop



Pause



Better to continue



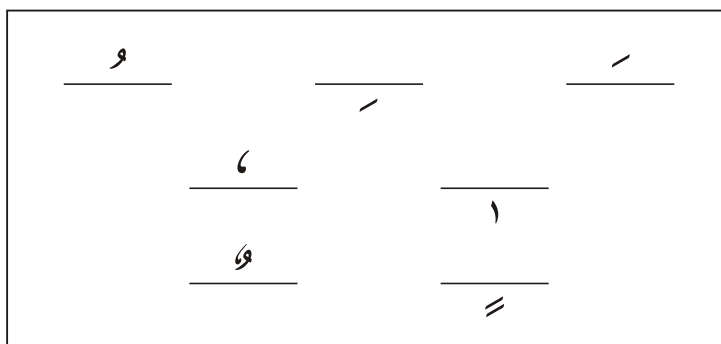
# CHAPTER 14

## Rules of Stopping

Now that we know the punctuation signs, we know where to stop, pause or continue when reciting the Holy Qur'an.

### Rule 1 :

Whenever we come to a punctuation sign while reading the Holy Qur'an, if the end letter has any of the following signs below, then the letter changes to a Sukoon sound.



For example:

<p>أَحَدٌ</p> <p>Ahad</p>	← read as ←	<p>أَحَدُ</p> <p>Ahadun</p>
<p>فَلَقٌ</p> <p>Falaq</p>	← read as ←	<p>فَلَقُ</p> <p>Falaqa</p>
<p>لَهُ</p> <p>Lah</p>	← read as ←	<p>لَهُ</p> <p>Lahuu</p>

### Rule 2 :

When stopping on any word with Fathah Tanween (◌َ◌◌◌◌◌), then the Tanween will change into Alif Madd (◌◌◌◌◌◌◌◌ Long vowel - 2 stretches)

Examples :

ضُحَىٰ

Dhuhaa

← read as ←

ضُحَىٰ

Dhuhan

يَسِيرًا

Yasiraa

← read as ←

يَسِيرًا

Yasiiran

أَمْرًا

Amraa

← read as ←

أَمْرًا

Amran

If the last letter before stopping is Ta-marbutah ( ة ) then it is pronounced as Ha ( ه ). For example:

قَارِعَةٌ ط

Qaariah

← read as ←

قَارِعَةٌ

Qaariatun

قُوَّةٌ ط

Quwwah

← read as ←

قُوَّةٌ

Quwwatun

Remember that Ta-marbutah ( ة ) will be pronounced as Ta ( ت ) in the normal way when no pause is made.

### Rule 3 : Unchanged

Words ending with Sukoon ( ◌ْ ) or the Fathah long vowel, the sound of the last letter remains **unchanged**.

For example :

سُيِّرَتْ ◌ْ	← read as ←	سُيِّرَتْ
Suyyirat		Suyyirat
مُدَّتْ ◌ْ	← read as ←	مُدَّتْ
Muddat		Muddat
مُرْسَاهَا ◌ْ	← read as ←	مُرْسَاهَا
Mursaahaa		Mursaahaa
أَنْزَلْنَا ◌ْ	← read as ←	أَنْزَلْنَا
Anzalnaa		Anzalnaa

Circle the correct sounds. When stopping as explained in Rule 1, 2 and 3.

Eg.

اَلْفَافَا	اَلْفَافَنَّ	اَلْفَافْ	STOP ←	اَلْفَافَا ○
سَج	سَجِي	سَجَا	STOP ←	سَجِي ○
زَلْزَالَهَا	زَلْزَالَهَا	زَلْزَالَه	STOP ←	زَلْزَالَهَا ○
قَدِرْ	قَدْر	قَدْرِ	STOP ←	قَدْرِ ○
قِيْمَهُ	قِيْمَةٍ	قِيْمَةٌ	STOP ←	قِيْمَةٌ ○
تَعْلَمُوْنَ	تَعْلَمُوْنَ	تَعْلَمُوْنَ	STOP ←	تَعْلَمُوْنَ ○



Read the Arabic words and then write the correct sounds.  
(Remember the sound changes when you stop). For Example,

وَتَبُّ

---

لَهَبٌ

---

الْفَافَا

---

يُسْرًا

---

رَبَّةٌ

---

أَحَدٌ

---

مُصَلِّيٌّ

---

وَتَبُّ ○

لَهَبٌ ط

الْفَافَا م

يُسْرًا ○

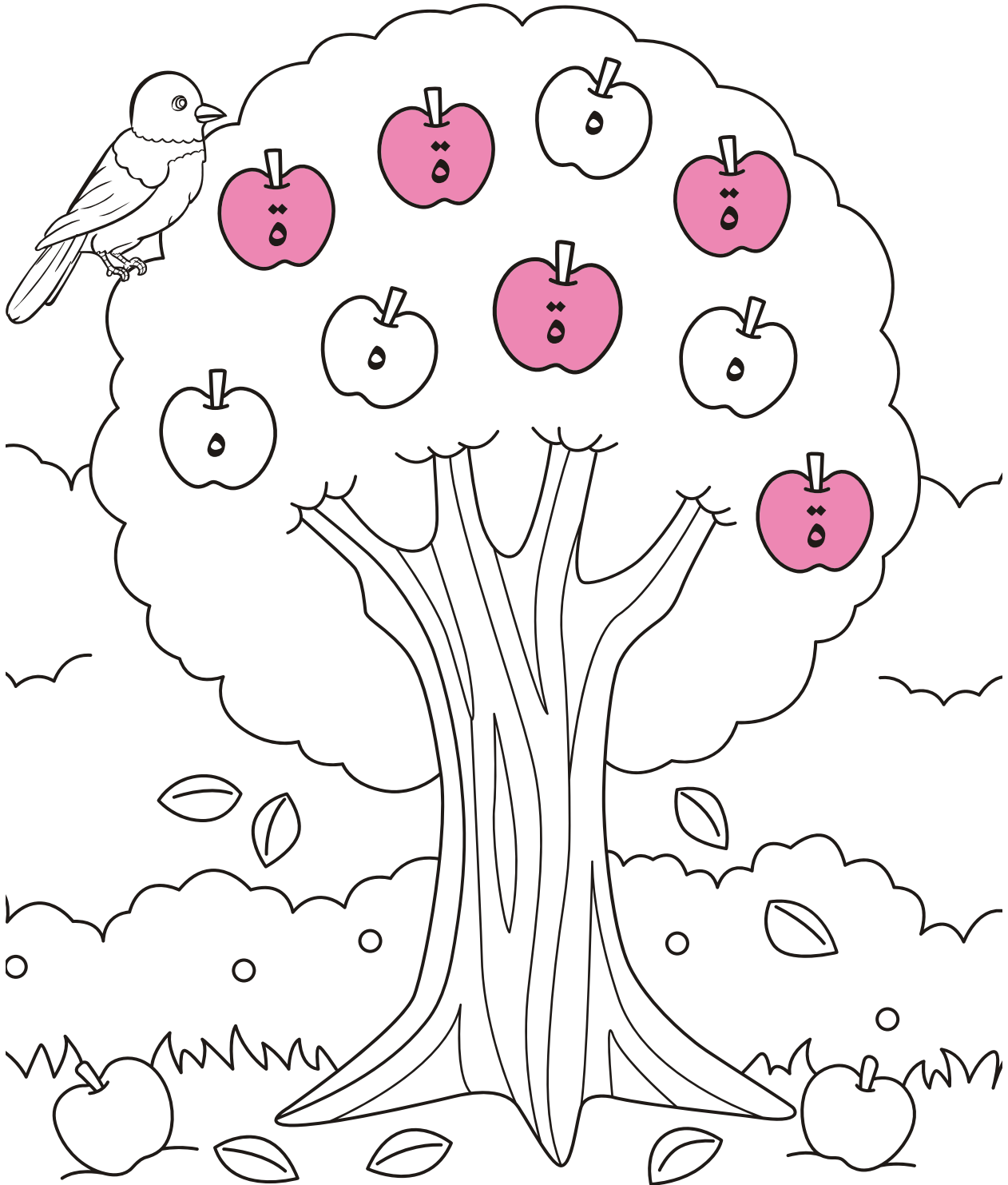
رَبَّةٌ ط

أَحَدٌ ○

مُصَلِّيٌّ ○



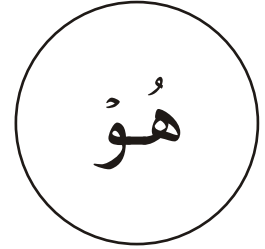
Help the bird to pick the apples with the letter Ta-marbutah and colour them in green.





Read the Arabic words then write the correct sounds using the correct way of stopping.

Eg:





Read the words on the Right side and match with the words on the Left side.

Eg:



Read the following Aayaat and write the correct way of stopping at the last word.  
An example has been done for you.

وَلَدٌ	← is read as ←	وَوَالِدٍ وَمَا وَلَدًا ۝
عَالِيَهُ	← is read as ←	فِي جَنَّةٍ عَالِيَةٍ ۝
يَرْضَى	← is read as ←	وَلَسَوْفَ يَرْضَى ۝
كَيْدًا	← is read as ←	وَآكِيدُ كَيْدًا ۝
نَادِيَهُ	← is read as ←	فَلْيُدْعُ نَادِيَهُ ۝
مَرْقُومٌ	← is read as ←	كِتَابٍ مَّرْقُومٍ ۝
عَظِيمٌ	← is read as ←	لِيَوْمٍ عَظِيمٍ ۝
الْكُنُسِ	← is read as ←	الْجَوَارِ الْكُنُسِ ۝



Read the Arabic words and then match with the English sounds.

Haamiyatan Tusqaa	قِيمَةٌ لَا وَلاَّ
Jaariyah	حَامِيَةٌ لَا تُسْقَى
Qiyaamatiw-Walaaaa	لَا غِيَةَ ط
Naasibatun Taslaa	جَارِيَةٌ م
Laagiyah	نَاصِبَةٌ لَا تَصَلَّى

Read the following Aayaat of the Holy Qur'an using the punctuation signs correctly. Write the punctuation signs in the boxes and explain what they mean. An example has been done for you.

فَكَذَّبُوهُ فَعَقَرُوهَا ۝ فَادْمَدِمَ عَلَيْهِمُ رَبُّهُمْ		Eg.
لا	<b>Must not stop</b>	
ص	<b>Better to continue</b>	

وَأَمْرَاتُهُ ط حَبَالَةَ الْحَطَبِ ۝	
ط	<b>Pause</b>
○	<b>Full stop</b>

سَلَّمَ قف قَوْلًا مِّن رَّبِّ الرَّحِيمِ ۝	
قف	<b>Better to stop</b>
○	<b>Full stop</b>

وَاضْرِبْ لَهُم مَّثَلًا أَصْحَابَ الْقَرْيَةِ م	
م	<b>Must stop</b>

وَآيَةٌ لَهُمُ الْيَلُّ ۝ صَلِي نَسَلَخُ مِنْهُ النَّهَارَ	
صلى	<b>Better to continue</b>
ج	<b>Better to stop</b>

