

# Q Read

A step by step guide to learning how to Understanding Tajweed  
Book 2



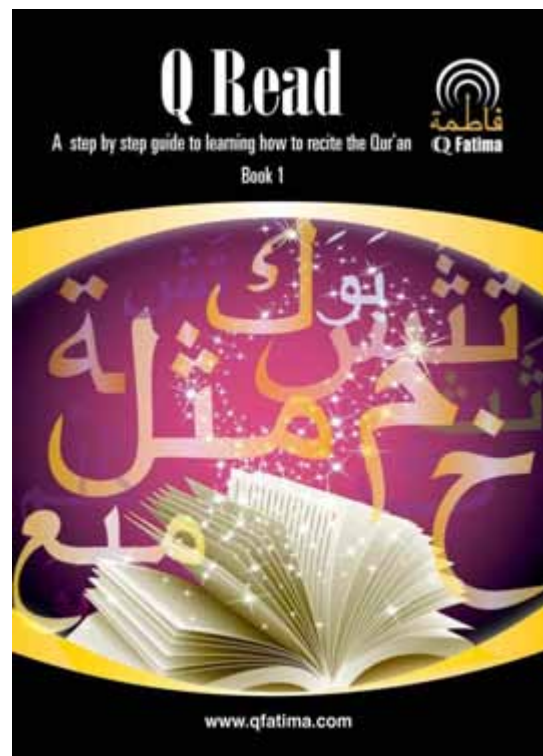
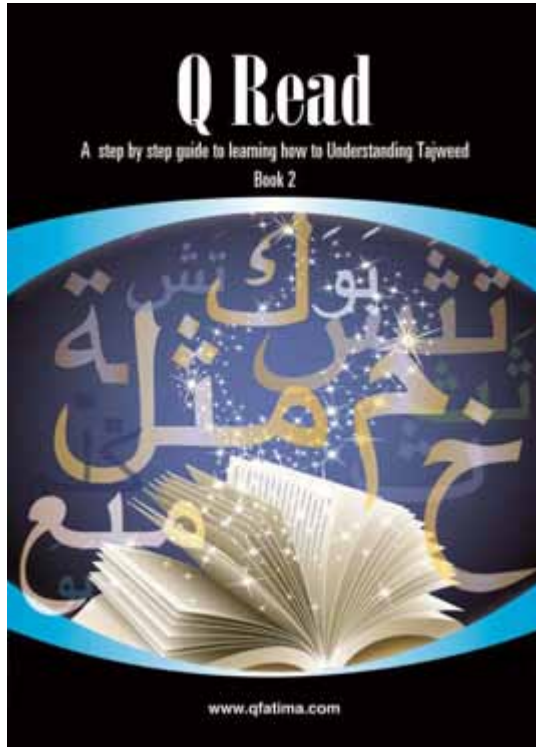
## CONTENTS

INTRODUCTION TO Q READ 2 .....	1
ARABIC NUMBERS .....	3
STOPPING SIGNS .....	4
SAJADAT OF TILAWAT QUR'AN ﷻ .....	7
DIVISIONS IN THE QUR'AN .....	9
SAMPLE OF A QUR'AN PAGE .....	11
TABLE OF CHAPTERS IN THE QUR'AN .....	12
SOUND ORIGATION - MAKHARIJ POINTS .....	15
SOUND ORIGATION – LIP LETTERS .....	16
SOUND ORIGATION – TONGUE LETTERS .....	17
SOUND ORIGATION – THROAT LETTERS .....	19
HURUF 'UL MUQATTA'AT .....	20
QUALITIES OF LETTERS SIFAAT – AL – HUROOF .....	24
GHUNNA .....	26
RULES OF NUN SUKUN AND TANWEEN .....	28
RULES OF NUN SAKIN AND TANWEEN .....	29
IDGHAAM .....	30
IDH-HAAR .....	34
IQLAAB or QALB .....	35
IKHFAA .....	37
EXERCISE .....	39
SIMPLE SUMMARY OF THE RULES OF NUN SAKIN AND TANWEEN .....	40
RULES OF MEEM SAKIN .....	41
QALQALA .....	43
RULES OF LAAM .....	45
RULES OF RAA .....	46



## INTRODUCTION TO Q READ 2

Q READ 2 is the follow up to Q READ 1 and completes the basic rules for recitation of the Qur'an with the focus on tajweed.



Before starting this book, the student should have finished Q Read part 1 and now practicing reciting the Holy Qur'an.

Q Read 2 begins with recapping on the 'rules of stopping' and a basic introduction to the divisions in the Qur'an and Arabic numbers.

It follows with the all-important rules of tajweed.

### **Importance of reciting the Qur'an correctly**

Allah also says in the Qur'an

وَرَتِّلِ الْقُرْآنَ تَرْتِيلًا

...and recite the Qur'an as is taught to be recited (lit. 'with tarteel').

**Qur'an reading** is the recitation of the Qur'an according to tajweed & tarteel as taught by the Prophet Muhammad (pbuh).

### **What is tarteel?**

When asked about the meaning of tarteel, Imam Ali (pbuh) replied:

'It means that the Qur'an should be recited with tajweed and with due observance to the rules of waqf (pausing or stopping at the end of the verse).'

### **What is tajweed?**

Tajweed simply means to recite every letter correctly i.e. from its proper origin of pronunciation together with the attribute of its accompanying letters.

Just as in any other language, we learn to pronounce the letters and words e.g.: in English we learn 'ph' stands for 'f' and not 'p' as in 'phone/fone' and not 'pne'...similarly in the Arabic language, we also have to learn the proper pronunciation of letters and words which we term 'tajweed'.

Thus as a repeated example, the word 'qalb' (with Q) means 'heart', if read 'kalb' (with K) will now mean dog.

Tajweed also means 'to improve' and 'to make better'.

The recitation and pronunciation of every letter of the Qur'an from where the sound is supposed to come with its proper characteristics such as lengthening (isti'laa), shortening (istifāl), thinning (tarqeeq), thickening (tafkheem) and other phonetic rules such as absorbing/merging (idghaam), pronouncing clearly (idh-haar), changing (iqlab) and hiding (ikhfa).

Therefore we could say:

**Tajweed of the Qur'an is the knowledge and application of the correct rules of recitation so that the reading of the Qur'an is as close as possible to the recitation of the Prophet Muhammad (pbuh).**

## ARABIC NUMBERS

1	١
2	٢
3	٣
4	٤
5	٥
6	٦
7	٧
8	٨
9	٩
10	١٠

Although Arabic language is read from right to left,  
Arabic numbers are read from left to right (as English numbers).  
For example:

92 = ٩٢	Not 29
145 = ١٤٥	Not 541

Write the following numbers in Arabic:

2     =     \_\_\_\_\_  
 9     =     \_\_\_\_\_  
 41    =     \_\_\_\_\_  
 38    =     \_\_\_\_\_

786   =     \_\_\_\_\_  
 103   =     \_\_\_\_\_  
 2691 =     \_\_\_\_\_  
 3074 =     \_\_\_\_\_

Write the following numbers in English:

٣     =     \_\_\_\_\_  
 ٦     =     \_\_\_\_\_  
 ٨     =     \_\_\_\_\_

١١٤   =     \_\_\_\_\_  
 ٣٠    =     \_\_\_\_\_  
 ٩٢    =     \_\_\_\_\_

## STOPPING SIGNS

This chapter is a recap from Q Read 1.

It is important to know the correct points at which to stop or continue during recitation in order to not change or distort the meaning of the ayaat.

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 ayaat and give us an indication of whether stopping/pausing is permitted or not.

The most common waqf is:

O : End of an aya – STOP

Sometimes the following letters are placed on the 'O' or in the middle an aya to indicate various rules of stopping

م	Compulsory 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
صل	Must continue, can take a breath
ز	Must continue, can take a breath
لا	Better NOT to stop
ا ا	Stop at the first or the second but not at both
قلے	Better to stop but permissible to continue
صلے	Better to continue but permissible to stop

## STOPPING ON WORDS

Whilst signs are helpful in showing where to stop, pause or continue, this topic will recap on what a break in recitation should sound like.

Below is a brief recap of what was covered in Q Read 1.

If further explanation or examples are required, please refer to Q Read 1.

As mentioned in Q Read 1, there are 5 kinds of stopping or pausing:

- 1) fatha (َ) , kasra (ِ) , dhamma (ُ) , kasra tanween (ِٓ) ,  
dhamma tanween (ُٓ) vowel is read as a sukun.

فَلَا تُطْعِ الْمُكَذِّبِينَ ○ وَ إِنَّكَ لَعَلَىٰ خُلُقٍ عَظِيمٍ ○

- 2) When the word ends with a letter that has a fatha tanween (ِٓ) followed by ا or ي,  
The letter will be recited as a long vowel fatha (2 counts)

عَيْنًا فِيهَا تُسَمَّى سَلْسَبِيلًا ○



3) If the word ends with a 'ta marbuta' (ة), it is changed to a 'haa' with a sukun.

لِنَجْعَلَهَا لَكُمْ تَذْكِرَةً وَتَعِيَهَا أُذُنٌ وَاعِيَةٌ ○

4) If the word ends with a sukun (ْ), it stays the same.

وَ أَذِنْتُ لِرَبِّهَا وَحَقَّتْ ○

5) If the word ends with a long vowel (ا , و , ي), it stays the same.

وَ قَدْ خَابَ مَنْ دَسَّهَا ○

## SAJADAT OF TILAWAT QUR'AN

There are 14 places in the Qur'an where sajdah is to be performed.  
4 are wajib and 10 are mustahab.

**There are 4 wajib sajdah:** On hearing or reciting any of the following 4 ayaat, one must perform a sajdah. It is not necessary to face qibla, or be in wudhoo.

The 4 **wajib sajdah** are:

Suwer	Aya	Juz
32. As Sajda (The Adoration)	15	21st
41. Hameem Sajda	38	24th
53. An Najm (The Star)	62	27th
96. Al Alaq (The Clot)	19	30th

**MNEMONIC:** When a star<sup>53</sup> is born<sup>96</sup> do 2 sajdah's<sup>32 & 41</sup>

**There are 10 mustahab sajdah:** On hearing or reciting the aya, it is recommended that one performs a sajdah; it is recommended and not wajib.

The 10 **mustahab sajdah** are:

Suwer	Aya
7. Al A'raf (The Elevated Places)	206
13. Ar Ra'ad (The Thunder)	15
16. An Nahl (The Bee)	50
17. Bani Israil (The Children of Israil)	109
19. Mariam (Mary)	58
22. Al Haj (The Pilgrimage)	18
25. Al Furqan (The Criterion)	60
27. An Naml (The Ant)	26
38. Saad (Saad)	24
84. Al Inshiqaq (The Bursting Asunder)	21

I heard thunder<sup>13</sup> & looked up<sup>7</sup> where I saw an explosion<sup>84</sup> it was Israa<sup>17</sup> which I had read about in the furqan<sup>25</sup>. The bees<sup>16</sup> and ants<sup>27</sup> were scared & Maryam<sup>19</sup> went to hajj<sup>22</sup> to seek the secret<sup>38</sup>.

Although there is no need for any recitation, it is recommended to recite the following in sajda:

Indeed there is no god except Allah	لَا إِلَهَ إِلَّا اللَّهُ حَقًّا حَقًّا
There is no god except Allah, I believe and have faith in Him	لَا إِلَهَ إِلَّا اللَّهُ إِيْمَانًا وَتَصْدِيقًا
There is no god except Allah, My servitude and bondage is to Him	لَا إِلَهَ إِلَّا اللَّهُ عِبَادِيَّةً وَرِقًّا
To You my Lord I prostrate in servitude and bondage neither with pride nor arrogance.	سَجَدْتُ لَكَ يَا رَبِّي تَعْبُدًا وَرِقًّا لَا مُسْتَكِبًّا وَلَا مُسْتَكْبِرًا
Rather in humility and weakness, I as Your 'abd seek safety with You.	بَلْ أَنَا عَبْدٌ ذَلِيلٌ ظَعِيفٌ خَائِفٌ مُسْتَجِيرٌ

In the margins of the Qur'an, one will see  to indicate the beginning of the aya of sajda

and  to indicate the end of the aya where one does sajda, or you will see السَّجْدَةُ

## DIVISIONS IN THE QUR'AN

Qur'an is organized with respect to the location of revelation of verses, whether in Makka or Madina.

Almost two-thirds of the Qur'an was revealed in Makka, and carries the title, "Makki" and the remainder was revealed in Madina and therefore carries the title "Madani".

The Holy Qur'an is divided into ayaat (verses/sentences) and suwer (chapters)

JUZ/AJZAA 30 Parts
SURA/SUWER 114 Chapters
RUKU/RUKUAAT Paragraphs
AYA/AYAAT Sentences / Verses

**AYA (آية):** Means a verse or a sentence. The plural is ayaat (آيَات).  
There are 6236 ayaat in the Qur'an.

**SURA (سُورَة):** The Qur'an has 114 chapters. Each chapter is called a sura.  
The plural is suwer (سُورَات).

All suwer begin with Bismillah except sura no. 9 called At-Tawba or the repentance. Bismillah appears twice in Suratun Naml.

**RUKU (رُكُوع):** The juz (part) and sura (chapter) are divided into paragraphs/sections. Each paragraph/section is called a ruku. A ruku consists of a number of ayaat all of which deal with one topic.

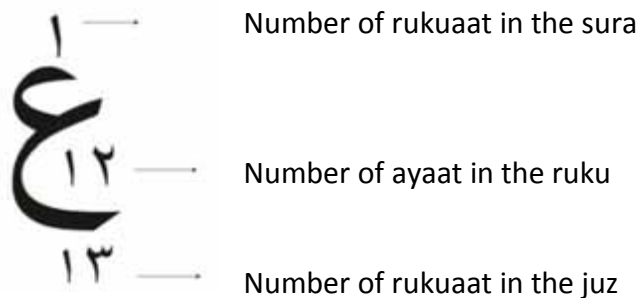
The plural is rukuaat (رُكُوعَات).

There are 558 rukuaat in the Qur'an.

In the margin of the page, you will see the symbol (ع). This is the symbol for ruku. The symbol usually has 3 numbers – one at the top, in the middle and at the bottom.

- (Top) Number of rukuaat in the sura
- (Middle) Number of ayaat in the ruku
- (Bottom) Number of r rukuaat in the juz

Below is a picture of a RUKU. Look it up in the Qur'an, you will find it on almost any page on the margin.



### JUZ (جز)

The Qur'an is conveniently divided into 30 parts called '**juz**' for people who want to finish reciting the Qur'an in a month. This is usually written at the top of the page.

### MANZIL (منزل):

The Qur'an is also divided into 7 parts called '**manzil**' (**pl.manazil**) for people who want to finish reciting the Qur'an in seven days. This is either written at the bottom of the page or in the margin of the page.

Manzil No. 1.	Suwer 1, 2, 3 and 4.
Manzil No. 2.	Suwer 5 to 9.
Manzil No. 3.	Suwer 10 to 16.
Manzil No. 4.	Suwer 17 to 25.
Manzil No. 5.	Suwer 26 to 36.
Manzil No. 6.	Suwer 37 to 49.
Manzil No. 7.	Suwer 50 to 114

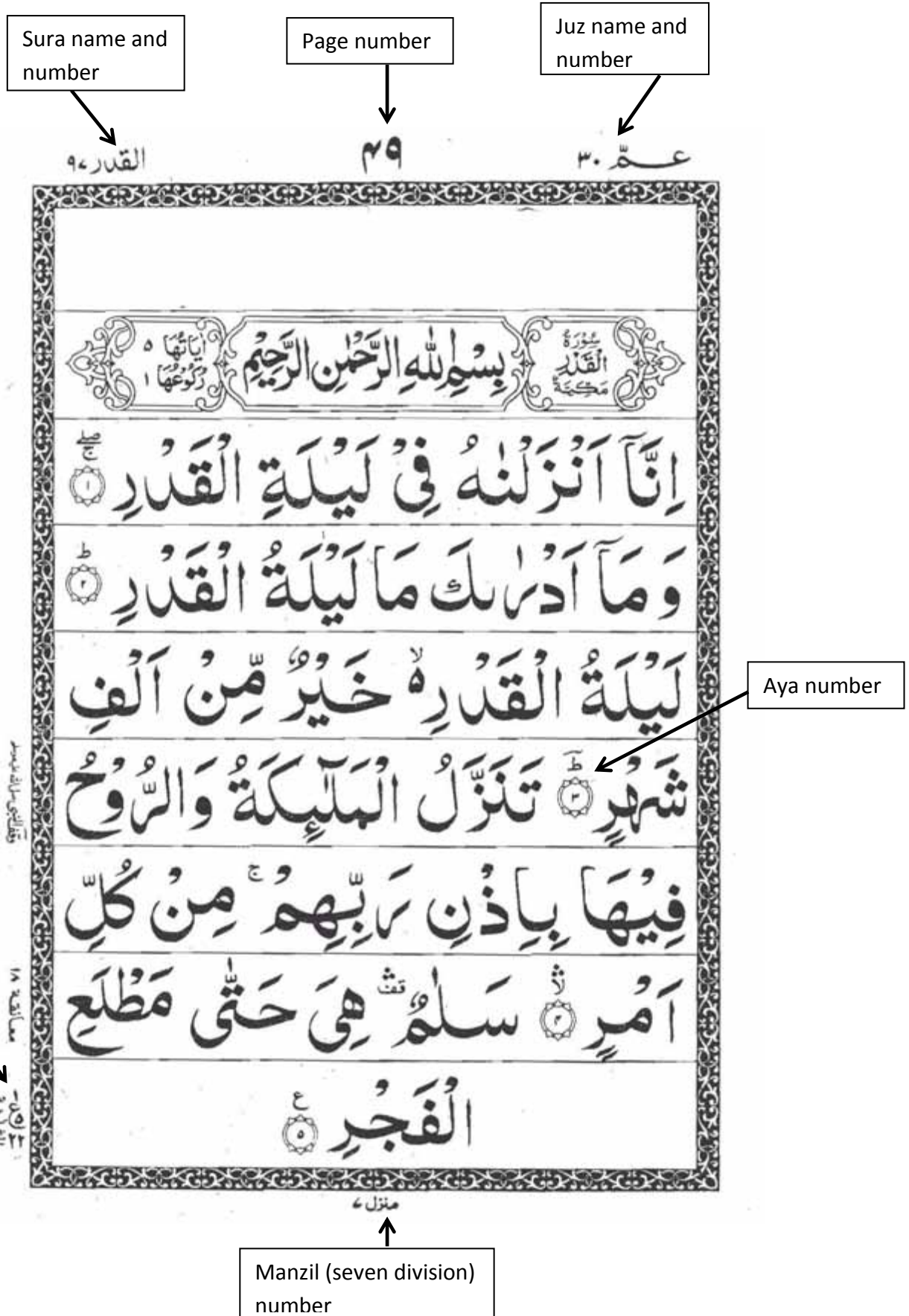
Since all suwer and ayaat within them are numbered, the most scientific method is to provide the sura and aya number.

For example,

Ayatul Kursi is 2:255 that is sura 2 (Al-Baqara) and aya 255. Some scholars prefer the reference "Al-Baqara 255" or Al-Baqara (2): 255.

## SAMPLE OF A QUR'AN PAGE

A sample of a Qur'an page is shown below. Have a look and try to identify the same with other pages from the Qur'an.



## TABLE OF CHAPTERS IN THE QUR'AN

The following table provides information about each chapter contained in the Qur'an

Name	Translation	Makki or Madani	Chapter	Number of verses
Al Fatiha	The Opening	Makki	1	7
Al Baqara	The Cow	Madani	2	286
Al 'Imran	The Family of Imran	Madani	3	200
An Nisa'	The Women	Madani	4	176
Al Ma'ida	The Table	Madani	5	120
Al An'am	The Livestock	Makki	6	165
Al A'raf	The Heights	Makki	7	206
Al Anfal	The Spoils of War	Madani	8	75
At Tawba	The Repentance	Madani	9	129
Yunus	Jonah	Makki	10	109
Hud	Hud	Makki	11	123
Yusuf	Joseph	Makki	12	111
Al Ra'ad	The Thunder	Madani	13	43
Ibraheem	Abraham	Makki	14	52
Al Hijr	The Rock	Makki	15	99
An Nahl	The Bee	Makki	16	128
Al Israa	The Night Journey	Makki	17	111
Al Kahf	The Cave	Makki	18	110
Maryam	Mary	Makki	19	98
Ta Ha	Ta Ha	Makki	20	135
Al Anbiya	The Prophets	Makki	21	112
Al Hajj	The Pilgrimage	Madani	22	78
Al Mu'minin	The Believers	Makki	23	118
An Nur	The Light	Madani	24	64
Al Furqan	The Criterion	Makki	25	77
Ash Shu'ara'	The Poets	Makki	26	227
An Naml	The Ants	Makki	27	93
Al Qasas	The Story	Makki	28	88
Al Ankabut	The Spider	Makki	29	69
Ar Rum	The Romans	Makki	30	60
Luqman	Luqman	Makki	31	34
As Sajda	The Prostration	Makki	32	30
Al Ahzab	The Coalition	Madani	33	73
Saba	Saba	Makki	34	54
Fatir	The Originator	Makki	35	45
Ya Seen	Ya Seen	Makki	36	83
As Saffat	The Troops	Makki	37	182
Saad	Saad	Makki	38	88
Az Zumar	The Companion	Makki	39	75
Ghafir	Forgiver	Makki	40	85

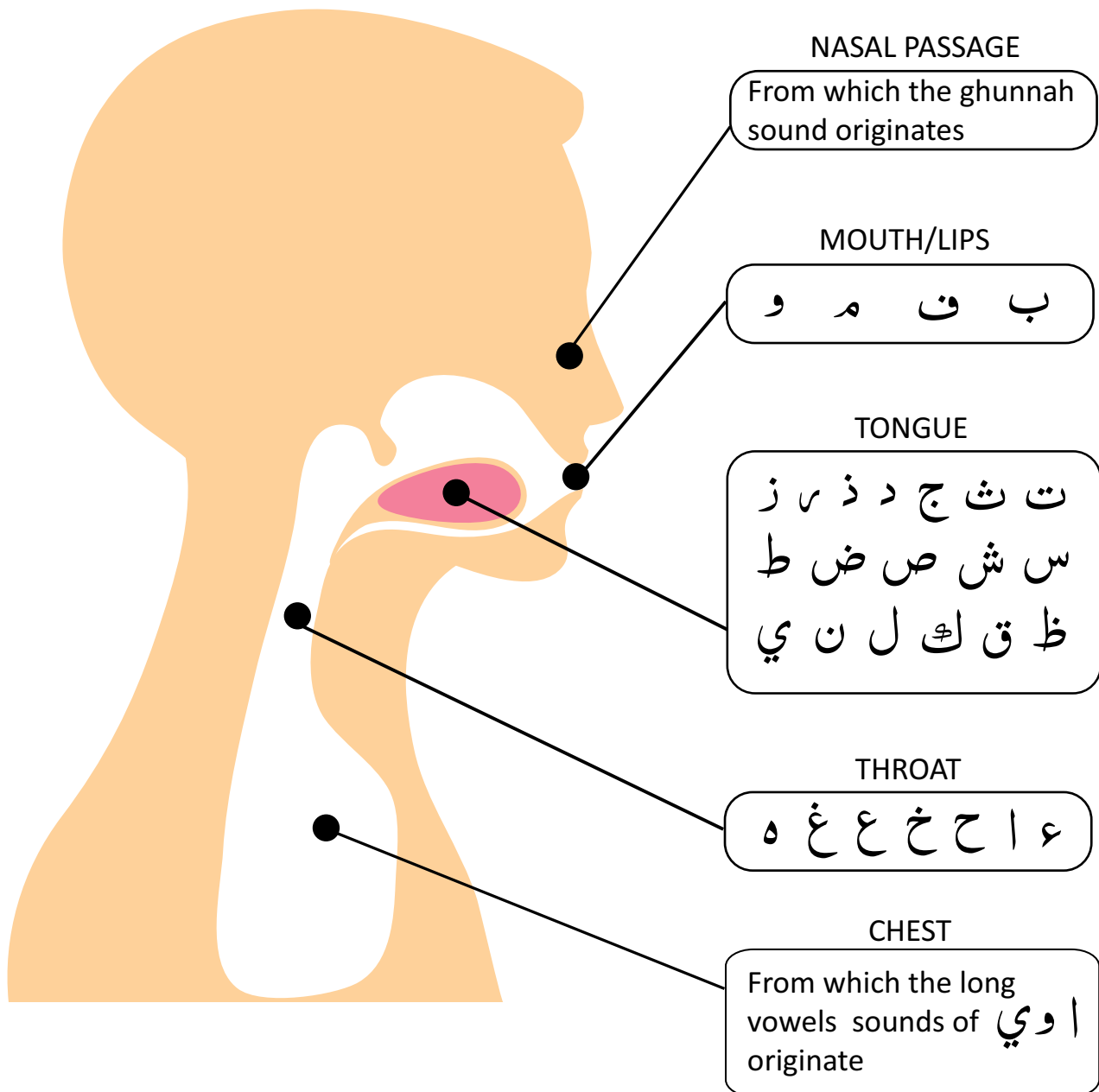
Name	Translation	Makki or Madani	Chapter	Number of verses
Fussilat	Explained in Detail	Makki	41	54
Ash Shura	Counsel Meeting	Makki	42	53
Az Zukhruf	The Ornaments	Makki	43	89
Ad Dukhan	The Smoke	Makki	44	59
Al Jathiya	The Kneeling	Makki	45	37
Al Ahqaf	The Sand Dunes	Makki	46	35
Muhammad	Muhammad	Madani	47	38
Al Fath	The Victory	Madani	48	29
Al Hujurat	The Chambers	Madani	49	18
Qaaf	Qaf	Makki	50	45
Adh Dhariyat	The Scatterers	Makki	51	60
At Tur	The Mountain	Makki	52	49
An Najm	The Star	Makki	53	62
Al Qamar	The Moon	Makki	54	55
Ar Rahman	The All Merciful	Madani	55	78
Al Waqi'a	The Great Event	Makki	56	96
Al Hadid	The Iron	Madani	57	29
Al Mujadala	The Pleading One	Madani	58	22
Al Hashr	The Banishment	Madani	59	24
Al Mumtahana	The Examined One	Madani	60	13
As Saff	The Ranks	Madani	61	14
Al Jumu'a	The Congregation	Madani	62	11
Al Munafiqun	The Hypocrites	Madani	63	11
At Taghabun	Loss and Gain	Madani	64	18
At Talaq	The Divorce	Madani	65	12
At Tahrim	The Prohibition	Madani	66	12
Al Mulk	The Kingdom	Makki	67	30
Al Qalam	The Pen	Makki	68	52
Al Haqqa	The Truth	Makki	69	52
Al Ma'arij	The Stairways	Makki	70	44
Nuh	Noah	Makki	71	28
Al Jinn	The Jinn	Makki	72	28
Al Muzammil	The Wrapped One	Makki	73	20
Al Mudaththir	The Clothed One	Makki	74	56
Al Qiyama	The Day of Judgement	Makki	75	40
Al Insan	The Human Being	Madani	76	31
Al Mursalat	Emissaries	Makki	77	50
An Naba'	The Tidings	Makki	78	40
An Nazi'at	Those pull Out	Makki	79	46
Abasa	He Frowned	Makki	80	42
At Takwir	Covering Up	Makki	81	29
Al Infitar	The Splitting	Makki	82	19
Al Mutaffifin	The Defrauders	Makki	83	36
Al Inshiqaq	Exploding	Makki	84	25



Name	Translation	Makki or Madani	Chapter	Number of verses
Al Buruj	The Milky Way	Makki	85	22
At Tariq	The Night Star	Makki	86	17
Al A'la	The Most High	Makki	87	19
Al Ghashiya	The Calamity	Makki	88	26
Al Fajr	The Dawn	Makki	89	30
Al Balad	The City	Makki	90	20
Ash Shams	The Sun	Makki	91	15
Al Layl	The Night	Makki	92	21
Ad Duha	Early Morning	Makki	93	11
Inshirah	The Expanding	Makki	94	8
At Tin	The Fig	Makki	95	8
Al 'Alaq	The Clot	Makki	96	19
Al Qadr	The Power	Makki	97	5
Al Bayyina	The Clear Evidence	Madani	98	8
Az Zilzal	The Earthquake	Madani	99	8
Al 'Adiyat	The Chargers	Makki	100	11
Al Qari'a	The Catastrophe	Makki	101	11
At Takathur	Plentiful	Makki	102	8
Al Asr	Afternoon	Makki	103	3
Al Humaza	The Backbiters	Makki	104	9
Al Fil	The Elephant	Makki	105	5
Quraysh	Quraysh	Makki	106	4
Al Ma'un	Daily Necessity	Makki	107	7
Al Kawthar	Abundance	Makki	108	3
Al Kafirun	Cover-up the Truth	Makki	109	6
An Nasr	Help	Madani	110	3
Al Masad (Lahab)	Flames	Makki	111	5
Al Ikhlas	Unity of Belief	Makki	112	4
Al Falaq	The Daybreak	Makki	113	5
An Nas	HumanKind	Makki	114	6

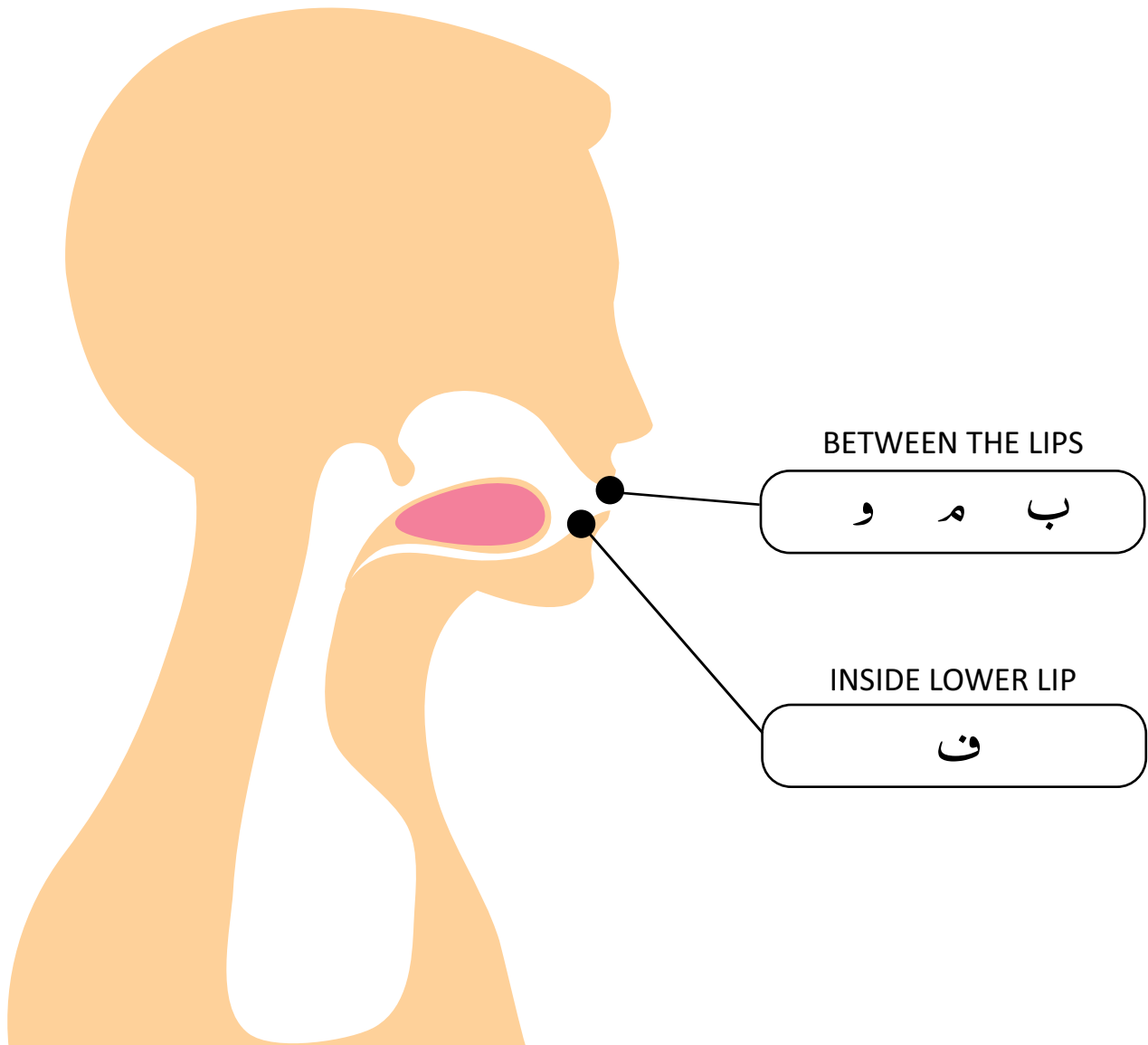
## SOUND ORIGATION - MAKHARIJ POINTS

The diagram below shows the 5 general Makharij and the letters that originate from them.



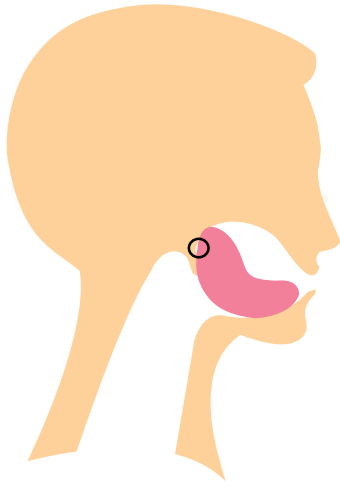
## SOUND ORIGATION – LIP LETTERS

There are two specific *makharji* points of the lips where the letter sounds originate from. The first group of letter sounds originate from **‘between the lips’** and the second group of letter sounds originate from **‘inside the lower lips’**.

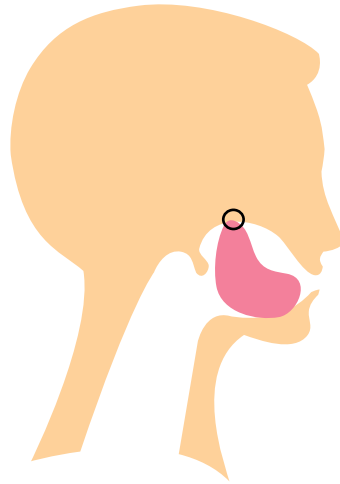


## SOUND ORIGATION – TONGUE LETTERS

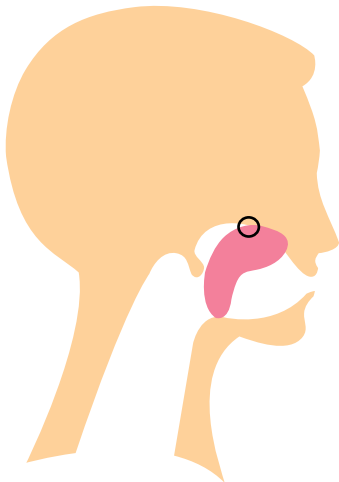
Notice that the sounds from each group of letters originate from different places on your tongue.



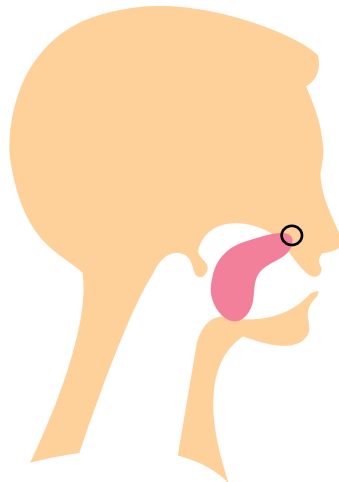
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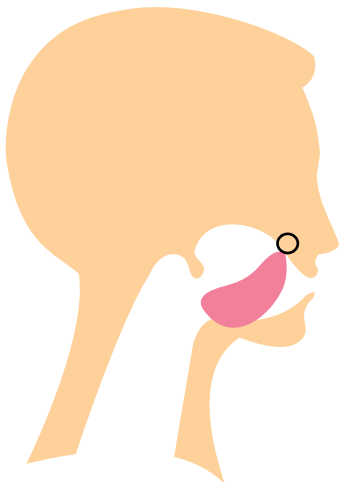
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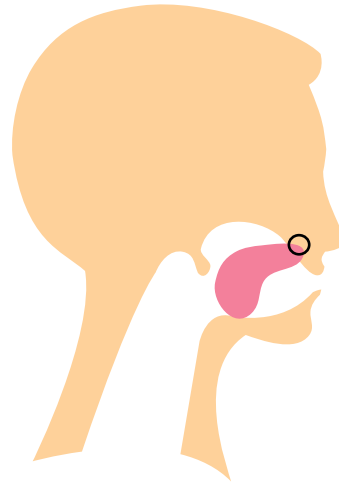
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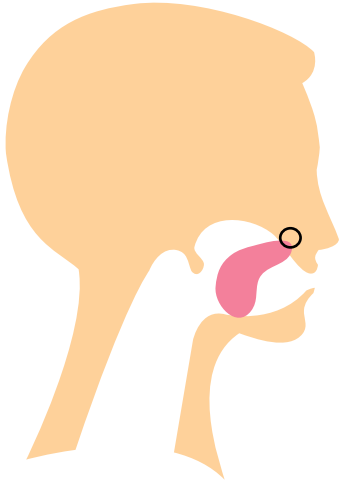
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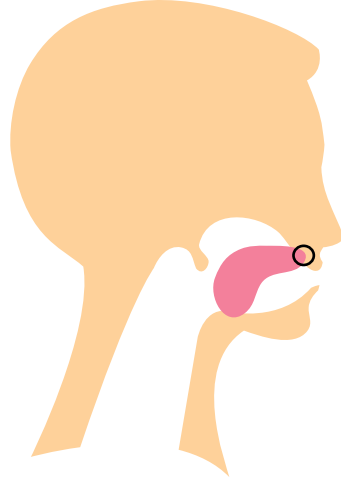
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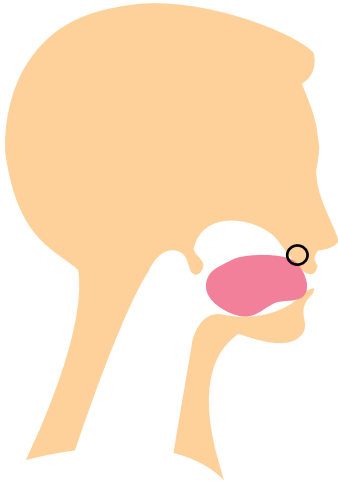
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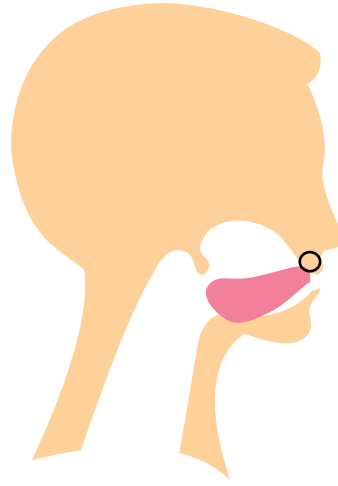
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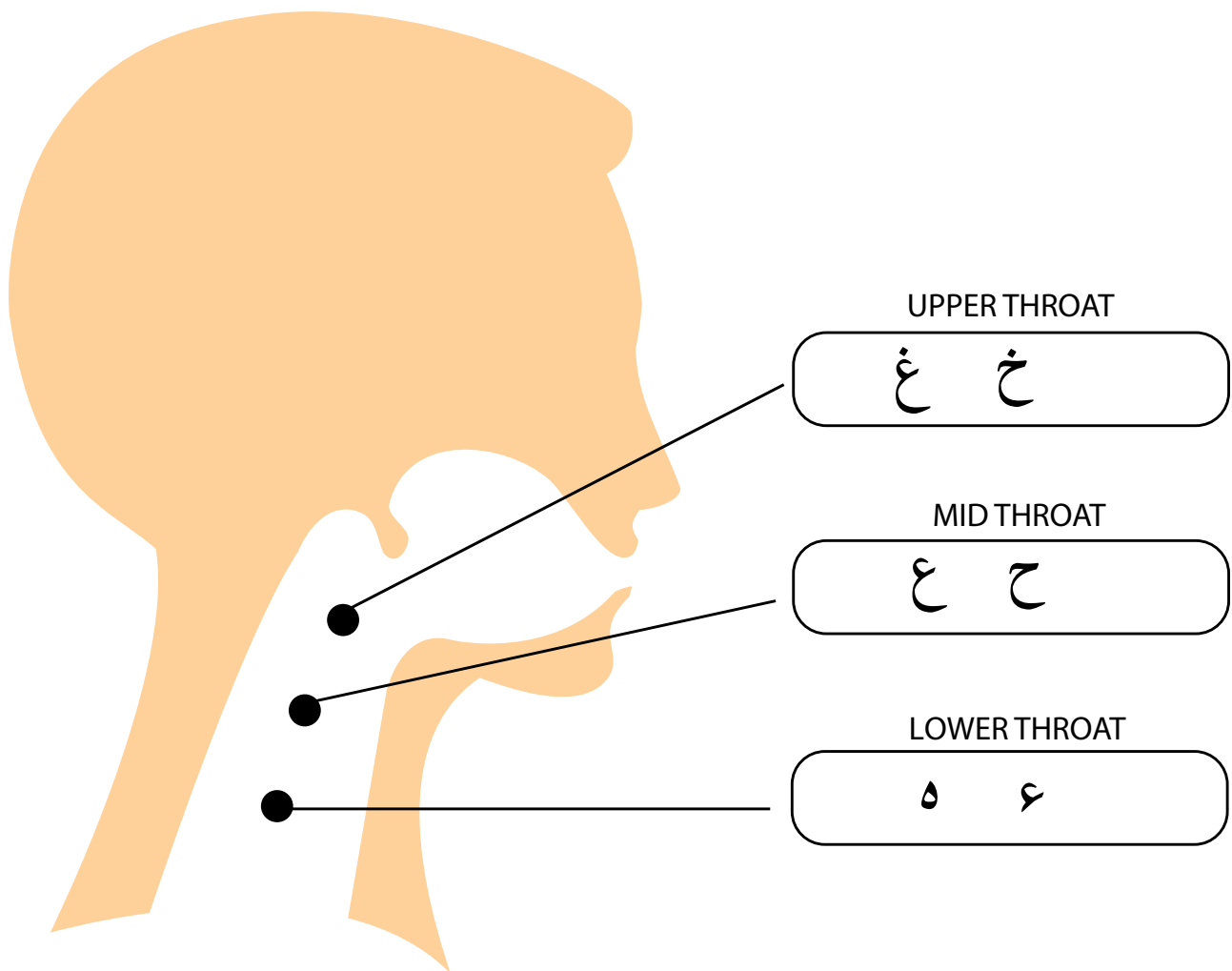
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## SOUND ORIGATION – THROAT LETTERS

The diagram below shows the 3 Makharij points and the letters that originate from them.



## HURUF 'UL MUQATTA'AT

29 suwer of the Qur'an begin with huruf'ul muqatta'at. They begin with a letter(s) instead of a word and are not pronounced phonetically but are read separately with their letter name.

Suwer that begin with:	Huruf'ul muqatta'at
<i>Al Baqara</i> (2) <i>Al 'Imran</i> (3) <i>Al Ankabut</i> (29) <i>Ar Rum</i> (30) <i>Luqman</i> (31) <i>As Sajda</i> (32)	الْم ۝ ذَلِكَ الْكِتَابُ لَا رَيْبَ فِيهِ ...
Read as أَلِفْ لَامُ مِيمٌ	

<i>Al A'raf</i> (7)	الْم ۝ كِتَابٌ أَنْزَلَ إِلَيْكَ فَلَا يَكُنْ فِي...
Read as أَلِفْ لَامُ مِيمٌ صَادُ	

<i>Yunus</i> (10) <i>Hud</i> (11) <i>Yusuf</i> (12) <i>Ibrahim</i> (14) <i>Al Hijr</i> (15)	الرَّ ۝ تِلْكَ آيَاتُ الْكِتَابِ الْحَكِيمِ ۝
Read as أَلِفْ لَامُ رَا	

Suwer that begin with:	Huruf'ul muqatta'at
Ar Ra'ad (13)	الْمَرْه تِلْكَ آيَةُ الْكِتَابِ ط
Read as	
أَلِفْ لَامُ مِيمُ رَا	

Maryam (19)	كَهَيْعَصَ ۝ ذِكْرُ رَحْمَتِ رَبِّكَ ...
Read as	
كَافْ هَا يَا عَيْنُ صَادُ	

Ta Ha (20)	طه ۝ مَا أَنزَلْنَا عَلَيْكَ الْقُرْآنَ لِتَشْقَى ۝
Read as	
طَاهَا	

Ash Shu'ara' (26) Al Qasas (28)	طسّم ۝ تِلْكَ آيَةُ الْكِتَابِ الْمُبِينِ ۝
Read as	
طَا سِيّم مِيّم	



Suwer that begin with:	Huruf'ul muqatta'at
An Naml (27)	طس ۞ تِلْكَ آيَةُ الْقُرْآنِ وَكِتَابٍ مُبِينٍ ۞
Read as	
طَاسِيْنُ	

Ya Seen (36)	يس ۞ وَالْقُرْآنِ الْحَكِيمِ ۞
Read as	
يَاسِيْنُ	

Saad (38)	ص ۞ وَالْقُرْآنِ ذِي الذِّكْرِ ۞
Read as	
صَادُ	

Ghafir / Al Mu'min (40) Fussilat / Ha-meem Sajda (41) Az Zukhruf (43) Ad Dukhan (44) Al Jathiya (45) Al Ahqaf (46)	حم ۞ تَنْزِيلُ مِنَ الرَّحْمَنِ الرَّحِيمِ ۞
Read as	
حَامِيْمُ	

Suwer that begin with:	Huruf'ul muqatta'at
Ash Shura (42)	حَمَّ ۞ عَسَقَ ۞ كَذَلِكَ يُوحَىٰ إِلَيْكَ ...
Read as حَامِيْمٌ ۞ عَيْنُ سَيْنٍ قَافٌ	

Qaaf (50)	قَ ۞ وَالْقُرْآنِ الْمَجِيدِ ۞
Read as قَافٌ	

Al Qalam (68)	نَ وَالْقَلَمِ وَمَا يَسْطُرُونَ ۞
Read as نُونٌ	

## QUALITIES OF LETTERS SIFAAT – AL – HUROOF

The quality or characteristic of the letter when pronounced on its own.

### Letters of Elevation - Isti'laa



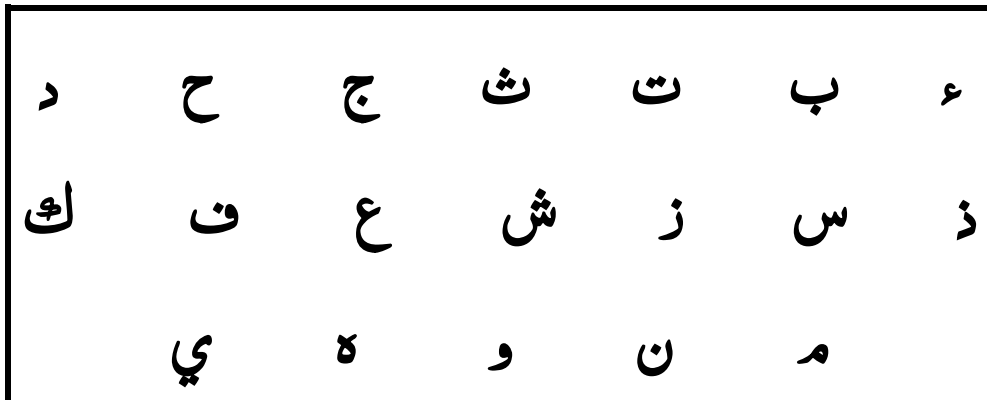
These 7 letters are known as 'elevation' (heavy) letters or 'isti'laa'.

Elevation is a characteristic of these letters where the tongue is raised to the roof of the mouth when the letter is pronounced.

These letters are generally pronounced with a 'heavy' sound and are known as

*the letters of tafkheem (تَفْخِيم)*

### Letters of lowness - Istifaaal



The rest of the letters with the exception of letters ل and ر are known as the letters of 'lowness' (light) or 'istifaaal'.

They carry the opposite characteristic of 'elevation'. They are pronounced with the tongue in a lowered position towards the floor of the mouth when the letter is pronounced. These

letters are pronounced with a light sound and are known as *the letters of tarqeeq (تَرْقِيق)*

The two letters ل and ر have their own rules and will be explained later.

To familiarize yourself, identify the letters of '**tafkheem**' (heavy) in the following words:

غَوَاشٍ خَوْفٌ أَصْحَبُ فَضْلٍ قَالَ عَظِيمٍ وَأَمْطَرْنَا

Now identify the letters of '**tarqeeq**' (light) in the same following words:

غَوَاشٍ خَوْفٌ أَصْحَبُ فَضْلٍ قَالَ عَظِيمٍ وَأَمْطَرْنَا

Recite the verses below taking care to pronounce the letters of 'tafkheem' (heavy) and 'tarqeeq' (low) correctly.

قَالُوا بَلْ جِنَّكَ بِمَا كَانُوا فِيهِ يَمْتَرُونَ ○

قَالَ فَمَا خَطْبُكُمْ أَيُّهَا الْمُرْسَلُونَ ○

وَيَقُولُونَ مَتَى هَذَا الْوَعْدُ إِنْ كُنْتُمْ صَادِقِينَ ○

## GHUNNA

### Rules of meem shadda and nun shadda

Sounds originate from different places along the voice passage. One of the other areas from which the makharij also originates from is the nasal passage / nose.

It is from the nasal passage from which the **ghunna** sound originates.

The two letters م (meem with a shadda) and ن (nun with a shadda) should always be pronounced with a nasal sound or ghunna. The ghunna is held for duration of two harakat.

Note: This only applies when meem or nun is accompanied by a shadda. It does not apply when these letters are accompanied by any other haraka.

Meem shadda words

إِمَامٍ مُّبِينٍ	فَلَمَّا	ثُمَّ
وَهُمْ مُّسْتَكْبِرُونَ	لَنَرَّ جُحَنَكُمْ	فَأُمُّهُ

Nun shadda words

وَلَيَمَسَّنَّكُمْ	مِنَّا	إِنَّكَ
يَكُونُ النَّاسُ	وَالنَّجْمُ	عَنِ النَّعِيمِ

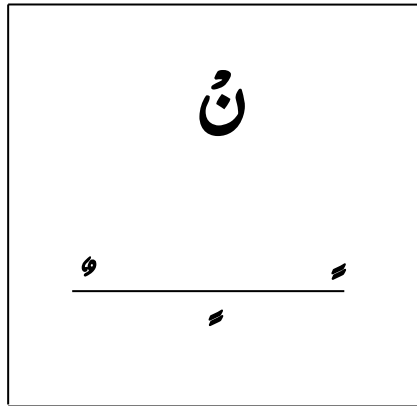
Underline the letters which will need ghunna and then recite the verses below taking care to pronounce the ghunna correctly.

تُمْ عَفَوْنَا عَنْكُمْ مِّنْ بَعْدِ ذَلِكَ لَعَلَّكُمْ تَشْكُرُونَ ط
وَلَئِنْ سَأَلْتَهُمْ مِّنْ خَلْقِ السَّمٰوٰتِ وَالْاَرْضِ لَيَقُولُنَّ اللّٰهُ ط

Recite Suratun Naas observing and practicing the ghunna sounds.

قُلْ اَعُوْذُ بِرَبِّ النَّاسِ ٥
مَلِكِ النَّاسِ ٥
اِلٰهِ النَّاسِ ٥
مِنْ شَرِّ الْوَسْوَاسِ الْخَنَّاسِ ٥
الَّذِي يُّوسْوِسُ فِى صُدُوْرِ النَّاسِ ٥
مِنَ الْجِنَّةِ وَالنَّاسِ ٥

## RULES OF NUN SUKUN AND TANWEEN



IDGHAM

IDH-HAAR

IQLAAB

IKHFAA

## RULES OF NUN SAKIN AND TANWEEN

Nun sakin                      نْ

and

Tanween                      أَ = اَنْ

                                  إِ = اِنْ

                                  أُ = اُنْ

Note: Tanween is basically nun sakin added to the end of the word.

In continuous recitation, it is pronounced. However when pausing or stopping, the nun sakin is omitted and not pronounced (see table below and the chapter: Stopping on words)

Pronounced if pausing or stopping	Pronounced in continuous recitation	Word
كَبِيرًا	كَبِيرُنْ	كَبِيرًا
فَيْئَهُ	فَيْئَتُنْ	فَيْئَةً
حَكِيمٌ	حَكِيمُنْ	حَكِيمٌ

‘Nun Sakin and Tanween’ are pronounced in one of the following four ways depending on the letters that follow them:

IDGHAAM	ي ر م ل و ن
IDH-HAAR	أ ح خ ع غ ه
IQLAAB	ب
IKHFAA	ت ث ج د ذ ز س ش ص ض ط ظ ف ق ك



## IDGHAAM

Idghaam means the *insertion* or *merging* of one letter (accompanied with a sukun) into another letter (accompanied by a haraka) so they become as one (ie as the second letter). A shadda (tashdeed) indicates the merging has taken place.

Looking at the example:

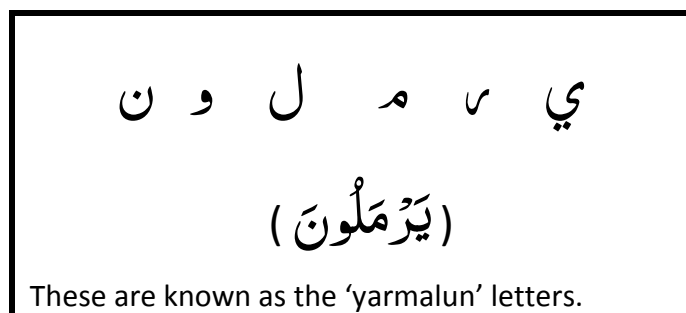
أَنَّ will not be *written* as such.

The letter ن (accompanied with a sukun نُ) is merged into the next letter ن (which is accompanied with a fatha), so they will become one (i.e. as the second letter). A shadda

indicates that the merging has taken place so the word will be written as أَنَّ

Remember: The rule of idghaam is applied to nun sakin only.

**The six letters of idghaam are**



These letters can be divided into two groups:

Group 1	Group 2
ي ر م و ن 'yamun'	ل ر 'ral'
Half idghaam idghaam with ghunna	Full idghaam idghaam without ghunna

## Group A

During recitation, when nun sakin or tanween is followed by any letter from this group, then the nun sakin will be merged into the second letter and be pronounced with ghunna – the ghunna will be held for two counts.

This is called half idghaam (idghaam with ghunna)

half idghaam ← ن و م ي + (tanween) ً ٍ or نُ

Eg: مَنْ يَقُولُ will not be pronounced as 'man yakulu'.

If we separate the letters, it would be مَنْ يَي قُلُولُ

The nun sakin merges with the ya fatha and becomes the second letter.

The word will be read as 'may yakulu'

The ghunna will be held for two counts on the 'y'.

Practice reciting the following words holding the ghunna for 2 counts.

بَعْضٍ يَتَسَاءَلُونَ	فَمَنْ يَعْمَلْ	ي
مِنْ مَّارِجٍ	مِنْ مِّثْلِهِ	م
سَدًّا وَمِنْ خَلْفِهِمْ	لَهَبٍ وَتَبَّ	و
إِنْ نَحْنُ	مَنْ نَشَاءُ	ن

## Group B

During recitation, when nun sakin or tanween is followed by any letter from this group, then the nun sakin will be totally omitted and the second letter will be pronounced with a shadda and without ghunna

This is called full idghaam (idghaam without ghunna)

full idghaam	←	ل	or	ر	+	(tanween)	◌ْ	◌َ	◌ِ	or	نْ
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Eg: مِنْ رَّسُولٍ will not be pronounced as 'min rasulin'.

If we separate the letters, it would be مِنْ رَّ رَّ سُوْلٍ

The nun sakin is omitted or cancelled completely and the letter that follows it, will be

- Pronounced with a shadda and without ghunna...
- The word will be read as 'mir rasulin'
- There will be no ghunna (nasal) sound.

Practice and recite the following words – with no ghunna (no nasal sound)

غَفُورًا رَّحِيمًا	مِنْ رَبِّكَ	ر
لَمْ يَكُنْ لَهُ	كُلُّ لَمَّا	ل

Read the following passage identifying the letters that require ghunna and those that don't:

○ وَيُلْ يَوْمَئِذٍ لِلْمُكَذِّبِينَ

○ تَنْزِيلُ مِّنَ الرَّحْمَنِ الرَّحِيمِ

○ إِنَّ فِي ذَلِكَ لَآيَاتٍ لِّقَوْمٍ يُؤْمِنُونَ

○ فَأَمَّا نُرْيِيكَ بَعْضَ الَّذِي نَعِدُهُمْ أَوْ نَتَوَفِّيكَ فَأَلَيْنَا يُرْجَعُونَ

## IDH-HAAR

Idh-haar mean to make *apparent* or *to show*.

There are six letters which when preceded by 'nun sakin' or 'tanween', they are to be pronounced with 'idh-haar'. These are the six throat letters.

The sound of نْ is pronounced clearly (without a nasal sound or ghunna).

The six throat letters of idh-haar are

أ ه ح خ ع غ

Note: All these six letters have the sound from the throat and are sometimes referred as huruf-al-halaqiyya (throat letters).

full sound of نْ ← أ ه ح خ ع غ + (tanween) ُ ً ٍ or نْ

Practice reciting the following words

أ	مِنْ أَهْلِ	عَذَابُ آيَمُ	كُفُوا أَحَدُ
ه	مِنْهُمْ	سَلَامٌ هِيَ	تَحْتَهَا الْأَهْرُ
ح	يَنْجِتُونَ	مِنْ حَوْلِهِمْ	بِرِزْقًا حَسَنًا
خ	مِنْ خَيْرٍ	إِنْ خِفْتُمْ	مِنْ خِزْيٍ
ع	أَنْعَمْتَ	مِنْ عَيْنٍ	وَاسِعٌ عَلَيْهِمُ
غ	مِنْ غِلٍّ	قَوْمًا غَيْرَكُمْ	عَزِيزٌ غَفُورٌ

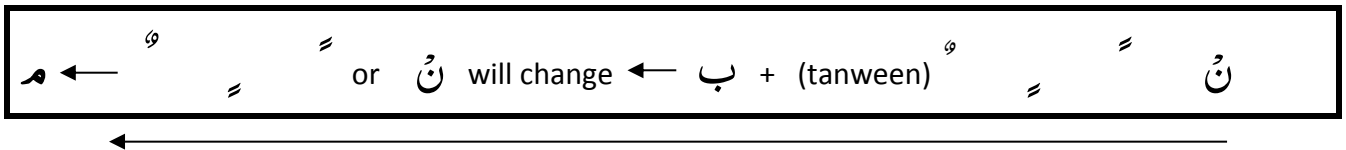
## IQLAAB or QALB

Iqlaab means to *change*.

When 'nun sakin' نْ or a letter with tanween is followed by the letter ب, then the 'nun

sakin' نْ or 'tanween' will be changed into the letter 'meem' م

The 'meem' will be recited with a nasal sound (ghunna) – the ghunna will be held for two counts. In some books, a small م will be written over the 'nun' as a reminder of its pronunciation. This was described briefly in Q Read 1 under 'qalb'.



Practice reading the following words:

تُنْبِتْ	←	تُنْبِتْ
نَفْسُ بِمَا	←	نَفْسُ بِمَا
إِذْ نُبْعَثْ	←	إِذْ نُبْعَثْ

Practice reading the following ayaat. In some, the small م has not been put. Try and identify:

○ فَبِأَيِّ حَدِيثٍ بَعْدَ اللَّهِ وَآيَتِهِ يُؤْمِنُونَ

○ وَهُوَ عَلِيمٌ بِذَاتِ الصُّدُورِ

○ لَيْسَ عَلَيْكُمْ وَلَا عَلَيْهِمْ جُنَاحٌ بَعْدَ هُنَّ

## IKHFAA

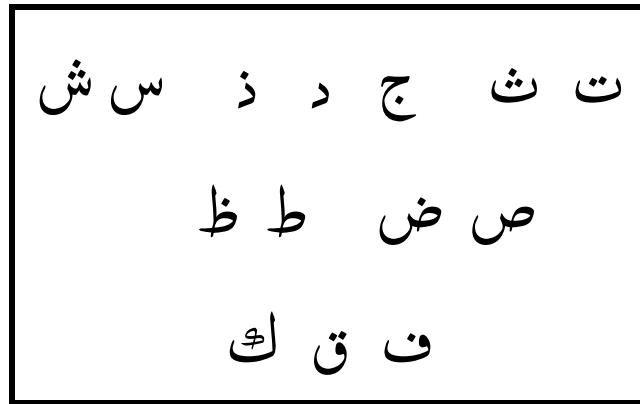
Ikhfaa means to *hide* or *cover*.

When 'nun sakin' نْ or a letter with tanween is followed by any of the 15 letters not

included in those of idhgham, idh-haar or iqlaab , then the 'nun sakin' نْ or 'tanween' will be pronounced with a light nasal sound or ghunna – the ghunna will be held for two counts.

The 'nun sakin' نْ is there but will not be pronounced fully or heavily, it is pronounced as if it is hidden.

The 15 letters of ikhfaa are



hidden sound of نْ ← 15 ikhfaa letters + (tanween) ْ ُ ً or نْ



Practice reciting the following words observing a light hidden nasal sound or ghunna:

عِنْدَ اللَّهِ	أَنْفُسِهِمْ	أَنْتُمْ
وَعَذَابٌ شَدِيدٌ	مِنَ الْإِنْسِ	أَنْذَرْتَهُمْ
تَنْزِيلٌ	أَنْجَيْنَا	مِنْ شَمَرَةٍ
عَنْ ضَيْفٍ	بَرِيحٍ طَيِّبَةٍ	فَنَظُرُ
مِنْكُمْ	مِنْ قَبْلِ	شَيْءٍ فَرُدُّوهُ

## EXERCISE

From the Qur'an, search for examples of nun sakin and tanween and write them in the table below.

<u>Idghaam</u>	<u>Idh-haar</u>	<u>Iqlaab</u>	<u>Ikhfaa</u>

Practice reciting the following verses taking care to recognise and pronounce nun sakin and tanween correctly.

فَأَمَّا مَنْ تَابَ وَ آمَنَ وَعَمِلَ صَالِحًا فَعَسَى أَنْ يَكُونَ مِنَ الْمُفْلِحِينَ ○

تِلْكَ الْقُرْءِ نَقُصُّ عَلَيْكَ مِنْ أَنْبَاءِهَا ○

أَرْسَلَهُ مَعَنَا غَدًا يَرْتَعُ وَيَلْعَبُ وَإِنَّا لَهُ لَحَفِظُونَ ○

وَمَنْ أَحْسَنُ مِنَ اللَّهِ حُكْمًا لِقَوْمٍ يُوقِنُونَ ○

وَإِنْ لَمْ يَنْتَهُوا عَمَّا يَقُولُونَ لَيَمَسَّنَّ الَّذِينَ كَفَرُوا مِنْهُمْ عَذَابٌ أَلِيمٌ ○

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## SIMPLE SUMMARY OF THE RULES OF NUN SAKIN AND TANWEEN

*Nun sakin* and *tanween* are pronounced in one of the following ways depending on the letter or letters that follow them

Name	Letters that follow	Ruling
Idghaam	ي م و ن ل ر	Nun sakin will be merged into the second letter and be pronounced with ghunna  Nun sakin will be totally omitted and the second letter will be pronounced with a shadda and without ghunna
Idh-haar	أ ه ح خ ع غ	Nun sakin or tanween will be pronounced clearly without ghunna
Iqlaab	ب	Nun sakin or tanween will be changed to the letter 'meem' and pronounced with ghunna
Ikhfaa	ج د ذ س ش ت ث ص ض ط ظ ف ق ك	Nun sakin or tanween will be pronounced with a light nasal sound or ghunna....as if it is hidden

## RULES OF MEEM SAKIN

‘Meem sakin’ is pronounced in one of the following three ways depending on the letters that follow it:

IDGHAAM	م
IKHFAA	ب
IDH-HAAR	Any other letter besides م and ب

### IDGHAAM

When ‘meem sakin’ مْ is followed by another ‘meem’ م (accompanied by a haraka), it is merged into it, so they become as one and pronounced with a shadda (tasheed) indicating the merging has taken place.  
The word is pronounced with ghunna – the ghunna will be held for two counts.

Idghaam	=	( َ ِ ُ )	م	+	مْ
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←

Recite the following words holding the ghunna for 2 counts.

هَمْ مِّنْ	عَنْكُمْ مِّنَ اللَّهِ	عَلَيْكُمْ مَّوْتَقًا
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Now recite the following verses recognising the idghaam letters and observing the ghunna.

وَمَا هُمْ مِّنْ نَّصِيرِينَ
وَلَكِنْ اخْتَلَفُوا فَمِنْهُمْ مَّنْ آمَنَ وَمِنْهُمْ مَّنْ كَفَرَ ط

## IKHFAA

When 'meem sakin' مْ is followed by the letter 'ba' ب , they sound like as if the 'meem' is hiding behind the 'ba'. The 'meem' is concealed or hidden by the 'ba'.  
The word is pronounced with ghunna – the ghunna will be held for two counts.

Ikhfaa = ب + مْ

Now recite the following verses recognising the ikhfaa letters and observing ghunna.

مَا لَهُمْ بِذَلِكَ مِنْ عِلْمٍ ق  
هَذَا كَتَبْنَا يُنطِقُ عَلَيْكُمْ بِالْحَقِّ ط

## IDH-HAAR

When 'meem sakin' مْ is followed by any other letter besides م and ب, the 'meem sakin' is clearly pronounced without ghunna.

Idh-haar = 26 idh-haar letters + مْ

Now recite the following verses recognising the Idh-haar letters

الَّذِينَ خَفَّفَ اللَّهُ عَنْكُمْ وَعَلِمَ أَنَّ فِيكُمْ ضَعْفًا ط  
وَمَا كُنْتُمْ لَدَيْهِمْ إِذْ يُلقُونَ أَقْلَامَهُمْ أَيُّهُمْ يَكْفُلُ مَرِيَمَ ص

## QALQALA

ق ط ب ج د

قُطِبْ جَدُ

‘Don’t (د) Be (ب) Quick (ق) To (ت) Jump (ج)’

**When any of the above 5 letters is accompanied with a sukun, an ‘echo’ sound is heard.  
The rest of the letters of the alphabet do not have this quality.**

Note: Care should be taken that the echoing sound does not go to the extent of forming a fatha sound.

Remember, during recitation, when stopping or pausing on any of these letters accompanied by either a fatha, kasra, dhamma, kasra tanween or dhamma tanween, a sukun is applied (chapter: stopping on words) hence they will bear the quality of qalqala.

Practice reciting the following words.

ق	أَقْفَالُهَا	وَتَقْوَاهَا	مَا خَلَقَ ○
ط	نُطْعِمُ	أَطْعَمَهُمْ	○ مُحِيطٌ
ب	سُبْحَانَكَ	قَبْلَكَ	○ كَانَ عِقَابِ
ج	أَجْرُهُمْ	يَجْعَلُهُ	○ ذَاتِ الْبُرُوجِ
د	فَقَدْ	أَدْخَلَ	○ أَحَدٌ

In the passages below, Suratul Falaq & Suratul Ikhlas, identify and put the letter Q where there is a qalqala letter.

○ قُلْ أَعُوذُ بِرَبِّ الْفَلَقِ
○ مِنْ شَرِّ مَا خَلَقَ
○ وَمِنْ شَرِّ غَاسِقٍ إِذَا وَقَبَ
○ وَمِنْ شَرِّ النَّفَّاثَاتِ فِي الْعُقَدِ
○ وَمِنْ شَرِّ حَاسِدٍ إِذَا حَسَدَ

○ قُلْ هُوَ اللَّهُ أَحَدٌ
○ اللَّهُ الصَّمَدُ
○ لَمْ يَلِدْ وَلَمْ يُولَدْ
○ وَلَمْ يَكُنْ لَهُ كُفُوًا أَحَدٌ

## RULES OF LAAM

Only IN THE WORD **الله**

The laam ل in the word **الله** can be pronounced in two ways:

### TAGHLEEDTH - With a full mouth

When a FATHA or DHAMMA appears on the letter before the word **الله**,  
the LAAM in the word **الله** is pronounced **heavily with a full mouth**.

رَسُولُ اللهِ	إِنَّ اللهَ
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### TARQEEQ - With an empty mouth

When a KASRA appears on the letter before the word **الله**,  
the LAAM in the word **الله** is pronounced **lightly with an empty mouth**.

بِسمِ الله	بَلِ الله
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Write down if the word is pronounced with a full or empty mouth:

	ذِكْرِ اللهِ
	وَاللهُ يُحِبُّ الْمُحْسِنِينَ



## RULES OF RAA

### The letter ر rules

The letter ر is sometimes pronounced with **tafkheem (heavy)** or sometimes with **tarqeeq (light)**.

Some of the rules will be explained.

#### Raa is pronounced heavy – TAFKHEEM in the following cases:

##### 1) Raa accompanied with a fatha or dhamma

When there is a fatha or dhamma on the letter raa, it will be pronounced with a full mouth - *tafkheem*.

Note: Even when there is a shadda sign with a fatha or dhamma, it will be pronounced with a full mouth - *tafkheem*.

رَزَقْنَا	غَيْرُهُ	رَسُولُ
مِنْ رَبِّكَ	الْرحْمٰنِ	حَرَّمَ

##### 2) Raa accompanied with a sukun

When the letter 'raa with a sukun' is preceded by any letter with a fatha or dhamma, it will be pronounced with a full mouth – *tafkheem*

وَالْأَرْضِ	وَأَرْسَلْنَا	يُرْجَعُونَ
يَسِّرْنَاهُ	تُرْجَعُونَ	فَذَرَّهُمْ

3) Raa accompanied with a sukun, preceded by alif or waw (long vowels)

This rule usually occurs at stops.

شَكُورٍ = شَكُورْ	كَفُورٍ = كَفُورْ	تَفُورٍ = تَفُورْ
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4) Raa accompanied with a sukun, preceded by a letter with kasra BUT followed by a letter of isti'laa

خ غ ص ض ط ظ ق

فِرْقَةٌ	مِرْصَادًا	قِرْطَاسٍ
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Raa is pronounced lightly – TARQEEQ in the following cases :

1) Raa is accompanied with a kasra

Note: Even when there is a shadda sign with a kasra, it will be pronounced with an empty mouth - tarqeeq

أَجْرِي	رِجْسٍ	كَرِيمٍ
بِسْحَرِهِ	مُشْرِقَيْنِ	وَزُرِّيَّتِنَا

2) Raa is accompanied with a sukoon preceded by a letter with kasra

يَغْفِرُ لَكُمْ	فِرْعَوْنَ	شَرِبْ
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3) Raa accompanied with a sukun, preceded by yaa (long vowel)

This rule usually occurs at stops.

مَصِيرُ = ○ مَصِيرُ	خَبِيرُ = ○ خَبِيرُ	قَدِيرُ = ○ قَدِيرُ
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In general, the letter raa is pronounced:

**Heavy (tafkheem):** when accompanied by fatha, dhamma, sukun or when preceded by a letter accompanied with fatha, dhamma, long vowel alif and long vowel waw

**Light (tarqeeq):** when accompanied by kasra, sukun or preceded by a letter accompanied with kasra and long vowel yaa



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