



# RULES OF TAJWEED



20th Rabi'ul Awal 1425

Muslim School Oadby  
*'Dedicated to Educating the Ummah'*



## RULES OF TAJWEED

moist parts of the lips. Meem from the dry parts. Waaw from the incomplete meeting of the lips.

This is pronounced from the nose.

### LESSON 25

#### NAMES OF THE LETTERS ACCORDING TO THEIR MAKHAARIJ:

1. Huroofe Hawaaiyyah
2. Huroofe Halqee
3. Huroofe Lahwiyyah
4. Huroofe Shajariyyah
5. Huroofe Tarafiyyah
6. Huroofe Nat 'iyyah
7. Huroofe Lathwiyyah
8. Huroofe Safeer

والله اعلم بالصواب

## RULES OF TAJWEED

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

### LESSON 1

#### TAJWEED:

*To pronounce every letter correctly with all its qualities is called Tajweed.*

#### MAKHRAJ:

The place from where the sound of a letter originates is called Makhraj. The 29 Arabic letters originate from 17 Makhaarij. It is Waajib to pronounce the letters from their Makhaarij.

*Note: Makhraj—singular. Makhaarij—plural.*

#### SIFAAT:

The manner in which a letter with all its qualities is pronounced is called Sifat. Examples of qualities of letters are letters pronounced softly, sharply, with an abrupt ending, with a soft ending etc.

*Note: Sifat—singular. Sifaat—plural.*

There are 18 Sifaat from which 5 are those that have their opposites and 8 are those that are on their own.

### LESSON 2

#### TANWEEN

Fathatain or 2 Zabars ( َ )

Kasratain or 2 Zers ( ِ )

Dhammatain or 2 Peshs ( ُ )

These are known as Tanween.

### LESSON 3

#### **SAAKIN:**

A letter with a Sokoon or Jazam (◌ْ) on it is called Saakin.

Examples: Noon Saakin (نْ) and Meem Saakin (مْ).

#### **MUSHADDAD:**

A letter with a Tashdeed (◌ّ) on it is called Mushad-dad.

Examples: Noon Mushad-dad نّ  
Meem Mushad-dad مّ

#### **HUROOFE-HALQEE:**

The following letters are called Huroofe-Halqee because they originate in the Halq or throat. ء ه ع ح غ خ

#### **IKHFAA:**

Ikhhfaa means to pronounce the letter with a very light sound in the nose. There are 15 letters of Ikhhfaa. If any one of them appears after a Noon Saakin or Tanween it should be pronounced with the quality of Ikhhfaa. The letters of Ikhhfaa are:

ت ث ج د ذ ز س ش ص ض ط ظ ف ق ك

#### **GHUNNAH:**

To produce a full nasal sound is called Ghunnah. This means that the sound will be produced fully from the portions of the nose called Khaishoom. Whenever a Noon or Meem Saakin appears with a Tashdeed, they will be pronounced with a Ghunnah.

Examples:

ثُمَّ إِنَّ أُمَّنًا

Rubaa'ee and the Anyaab and will not touch the Dhawaahik at all.

Note: Thunaayaa Ulyaa — upper 2 front teeth.

Rubaa'ee — lateral incisors Anyaab — canines.

Dhawaahik — first pre-molars.

Makhrai of Raa is the same as Noon. The difference is that the side of the tongue till the end will touch the gums of the molars. The above 3 letters are known as Huroofe Tarfiyyah.

### LESSON 23

These originate when the lip of the tongue touches the gums of the Thunaayaa Ulyaa (upper 2 front teeth). These letters are called Huroofe Nat'iyyah.

ط ر ت

These originate when the tip of the tongue touches the edge of the Thunaayaa Ulyaa (or upper 2 front teeth). These letters are called Huroofe Lathwiyyah

ظ ذ ث

These are pronounced when the tip of the tongue touches the edge of the Thunaayaa Sufaa (or lower 2 front teeth), and lightly touches the Thunaayaa Ulyaa as well. These letters are known as Huroofe Safeer due to the whistling sound produced when saying them.

ز س ص

### LESSON 24

Faa is pronounced when the inner portion of the bottom lip meets the edge of the Thunaayaa Ulyaa.

ف

These are pronounced from both the lips, but with slight differences: Baa is pronounced from the

ب م و

غ خ

These originate from the Adnaa Halq or the part of the throat nearest to the mouth. The above 6 are known as Huroofe Halqee as they all emanate from the throat.

## LESSON 21

ق

Qaaf is pronounced when the back of the tongue rises and touches the soft palate.

ك

Kaaf. Its Makhras is the same as that of Qaaf, but a little nearer to the front of the mouth. Qaaf and Kaaf are known as Huroofe Lah\Niyyah or the letters of the Uvula.

ج ش ي

These are pronounced when the centre of the tongue touches the palate. They are called Huroofe Shajariyyah.

ض

This letter is pronounced when the upturned side of the tongue touches the gums of the upper back teeth (pre-molars and molars).

## LESSON 22

ل

This letter is pronounced when the tip of the tongue, together with any one side, whilst rising towards the palate touches the gums of the teeth from Thunaayaa Ulyaa (or the upper 2 front teeth) to the Dhawaahik (or first pre-molars).

ن

Same as Laam. The only difference is that the tongue will only touch the Thunaayaa Ulyaa.

## THE DURATION OF 1 ALIF

The duration of 1 Alif is the time required to open a closed finger or close an open finger.

## LESSON 4

### THE QUALITY OF TAFKHEEM

From the 29 Arabic alphabet the following letters are known as Huroofe-Tafkheem. This means that whenever these letters appear, and in whatever form, they will always be recited with an upward sound (full mouth). The letters are:

ص ط ظ ق خ ض غ

### THE QUALITY OF TARQEEQ

From the 29 letters of the Arabic alphabet, with the exception of Laam and Raah and the letters of Tafkheem, the remainder of the letters are known as Huroofe Tarqeeq. This means that whenever they appear, and in whatever form, they will always be recited with a downward sound (empty mouth). They are;

ا ب ت ث ج ح د ذ ز س ش ع ف ك م ن و ي ه

Note: The letters Laam and Raah are sometimes recited with an upward sound and at other times with a downward sound. Rules regarding this will follow soon.

## LESSON 5

### NOON SAAKIN AND TANWEEN

There are 4 rules regarding Noon Saakin and Tanween

1. Izhaar 2. idghaam. 3. Qatb. 4. Ikhfaa

If, after Noon Saakin or Tanween, there appears any letter from Huroofe Halqee then the Noon Saakin or Tanween will be pronounced without a Ghunnah. This is known as Izhaar.

Examples:

مَنْ أَمِنْ عَذَابِ أَلِيمٍ مِنْ عِلْمٍ عَزِيزٌ حَكِيمٌ

### IDGHAAM:

If, after Noon Saakin or Tanween there appears any one of the following 6 letters

ي ر م ل و ن (يَرْمَلُونَ)

then the Noon Saakin or Tanween will be incorporated into the letter. This is known as Idghaam. In these 4 letters the Idghaam will be made with Ghunnah:

ي ن م و (يَنْمُو)

And in the remaining 2 the Idghaam will be made without Ghunnah. They are:

ل ر

Examples of Idghaam with Ghunnah:

مَنْ يَشَاءُ وَيَلْ يَوْمَئِذٍ مِنْ وَّالٍ

Examples of Idghaam without Ghunnah:

مَنْ لَوْ يَشَاءُ مِنْ رَبِّهِمْ

Note: It should be remembered that in the following words, although the letters Yaa (ي) and Waaw (و) are from يَرْمَلُونَ yet Idghaam will not be made, and instead, Izhaar will not be made since the Waaw (و) and the Yaa (ي) are both in one and the same word. The words are:

دُنْيَا بُنْيَانٍ قِنْوَانٍ صِنْوَانٍ

In brief Idghaam means to merge one Saakin letter into a Mushaddad letter appearing after it in the FOLLOWING word, and not the SAME word.

الرُّبْعُ

AR RUB'. End of the first quarter of the Juz or Para.

النِّصْفُ

AN-NISF. End of the first half of the Juz or Parah.

الثَّلَاثَةُ

ATH-THALAATHAH. End of the third quarter of Juz.

رُكُوعٌ

RUKU'. End of chapter.

الْمَنْزِلُ

AL-MANZIL. Marked at each division of the 7 divisions of the Holy Qur'aan.

### LESSON 20

## THE MAKHAARIJ OF LETTERS

### MAKHRAJ

The place from where the sound of a letter emanates is called Makhraj.

Note: Makhraj — singular. Makhaarij — plural.

The 29 letters of the Arabic alphabet emanate from 17 Makhaarij.

## METHOD OF DETERMINING THE MAKHRAJ.

To know the Makhraj of any letter, it should be pronounced by making it a Saakin and preceding it with an Alif with a Fathah. The place where the sound ends is the Makhraj of that letter. For example أَب will give us the Makhraj of Baa (ب).

و ا ي

These 3 emanate from the emptiness of the mouth. They are called Huroofe Hawaa'iyah.

ه ء

These originate from the Aqsaa Halq or the back of the throat nearest to the chest.

ع ح

These originate from Waste Halq or the centre of

ق QAAF. Better to continue reading—without making Waqf

لا ○ LAA WAQF. Better not to make Waqf. (Found at the end of an aayah.)

ص WAQFE MURAKH-KHAS. Better not to make Waqf. But if the aayah is long, one may make Waqf.

صلى AL -WASL. Continue reading.

صلى SIL. Better to continue reading.

ك KAZAALIK. Rule is same as the above aayah.

م WAQFE LAAZIM. Compulsory Waqf.

ط WAQFE MUTLAQ. Make Waqf. Do not join.

ج WAQFE JAA'IZ. Waqf permissible but better to continue

## LESSON 19

○ AAYAH. Stop. Completion of sentence.

قف QIF. Stop.

س SEEN. Pause without breaking the breath, then continue.

سكتة SAKTAH. Pause without breaking breath, then continue.

وقفه WAQFAH. Same as the previous two but pause is slightly longer in this instance.

معانقة MU'AANIQA. This symbol is in the form of 3 dots (···) marked twice. Stop at any one of the two and continue at the other.

## LESSON 6

### 3.QALB:

If, after Noon Saakin or Tanween, there appears the letter Baa then the Noon Saakin or Tanween will be changed into a Meem and recited with a Ghunah. This changing of Noon into a Meem is called Qalb or Iqlaab.

*Examples*

أَنْبُورِكَ أَتُبُونِي عَلِيمٌ بِذَاتِ الصُّدُورِ

### 4.1KHFAA:

If, after Noon Saakin or Tanween there appears any one of the 15 letters of Ikhfaa then the Noon Saakin or Tanween will be pronounced with Ikhfaa (a very light sound from the nose). The quality of Ikhfaa is between Izhaar and Idghaam.

*Examples*

لَنْ تَنَالُوا الْبِرَّ مَاءً تَجَجَّا مِنْ جِبَالٍ

## LESSON 7

### MEEM SAAKIN:

There are 3 rules regarding Meem Saakin.

1. Idghaam Sagheer Mithlain.
2. Ikhfaa Shafawee.
3. Izhaar Shafa-wee.

### 1. IDGHAAM (sagheer mithlain):

If, after Meem Saakin there appears another Meem then Idghaam will be made. i.e. the 2 Meems will be incorporated and read with a Ghunnah.

*Examples:*

وَلَهُمْ مَا يَشْتَهُونَ إِلَيْكُمْ مُرْسَلُونَ

## 2. IKHFAA (shafawee):

When the letter Baa appears after Meem Saakin, Ikhfaa will be made i.e. it will be pronounced with a light sound in the nose. this is called Ikhfaa Shafawee.

*Examples:*

يَعْتَصِمُ بِاللَّهِ أَمْ بِهِ جَنَّةٌ وَمَا هُمْ بِمُؤْمِنِينَ

## IZHAAR (shafawee):

If, after Meem Saakin there appears any one letter from the 29 letters besides Baa and Meem, the Meem Saakin will be read with Ishaar, i.e. there will be no nasal sound. *Examples:*

أَلَمْ قُلْ لَكُمْ كُنْتُمْ تَعْلَمُونَ

## LESSON 8

### THE QUALITY OF QALQALAH

There is a quality, which when pronounced, appears to have an echoing sound when the letter is Saakin. Care should be taken so that the echoing sound does not reach an extent where it becomes Harkat, i.e. Fathah, Dhammah, Kasrah or Tashdeed.

*This quality of Qalqalah is found in the following letters:*

ق ط ب ج د (قُطِبُ جَدُّ)

*Examples:*

أَحَدٌ رَزَقْنَكُمْ حَقٌّ

Note: If the letters of Qalqalah appear with a Sukoon in the midst of a word then the echoing sound will be lighter. This is called Qalqalah Sughraa. If it appears at the end of a word the Qalqalah will be sharper. This is called Qalqalah Kubraa.

*Examples of Sughraa* خَلَقْنَكُمْ أَجْرٌ حَبْلٌ

*Examples of Kubraa* خَلَقَ أَحَدٌ مُحِيطٌ

*Examples:*

يَعْلَمُونَ = تَعْلَمُونَ

But if it has a Tanween of Fathah (َ) it will be recited as Alif.

*Examples:*

أَفَوَاجًا = أَفَوَاجًا

If the last letter is a round Taa (ة) it will change into Haa(هـ)

*Examples:*

جَنَّةٌ = جَنَّهُ

Note: A Waqf is correct only if the breath is broken and then new breath is taken before reciting the following word.

If there is a Saakin letter after a Tanween, and waqf is not desired at such a Tanween then the Noon of the Tanween will be given a Kasrah (Zer) and joined with the Saakin letter.

*Examples:*

لُْمَزَّةِ الَّذِي = لُْمَزَّةِ الَّذِي

But if Waqf is decided in the above case then the Noon of the Tanween should not be pronounced when beginning the following word.

*Examples:*

لُْمَزَّةِ الَّذِي

## LESSON 18

### RULES OF THE VARIOUS SYMBOLS APPEARING IN THE QUR'AAN

لَا LAA. Do not make Waqf here. (Found in the centre of the aayah.)

ز MUJAW-WIZ. Better to continue-without making Waqf.

LESSON 15

**3. MADDE LAAZIM**

If Harfe Madd is followed by a Saakin which cannot be separated from the letter of Madd it is called Madde Laazim. Duration: 3 to 5 Alifs.

*Examples:*

الَّذِينَ

**4. MADDE AARIDH**

If Harfe Madd is followed by a Saakin which is caused by a Waqf or stop ( which means the Saakin can be eliminated by not making waqf), then such a Madd is called Madde Aaridh. Duration: 1 to 5 Alifs.

*Examples:*

رَحِيمٌ تَعْلَمُونَ

LESSON 16

**MADDE LEEN**

If Madde Leen is followed by a Saakin which is caused by making Waqf then Madd is permissible. Duration: 3 Alifs although 1 Alif is preferable.

*Example:*

مِنْ خَوْفٍ وَالصَّيْفِ

LESSON 17

**RULES OF WAQF**

When the last letter before a waqf has a Harkat (◌َ ◌ِ ◌ُ) or a Tanween of Kasrah or Dhammah (◌ِ◌◌ ◌ُ◌◌) then such a letter is made a Saakin.

LESSON 9

**THE RULES OF RAA**

1. A Raa should be pronounced with Tafkheem or full mouth if it has Fathah or Dhammah.

*Examples:*

رَبُّكَ رَبُّمَا

2. If it has a Kasrah it will be pronounced with Tarqeeq or empty mouth.

*Example:*

رِيحًا رِجَالًا

3. If a Raa Saakin [ ر ] is preceded by a Fathah or Dhammah it will be pronounced with Tafkheem.

*Examples:*

عَرْشٌ مُرْسَلِينَ قَرْيَةٍ

LESSON 10

4. If Raa Saakin is preceded by a Kasrah, it will be read with Tarqeeq.

*Examples:*

أَنْذَرَهُمْ فِرْعَوْنُ

5. If Raa Mushad-dad has a Fathah or Dhammah on it, it will be recited with Tafkheem.

*Examples:*

لَيْسَ الْبِرُّ مِنْ رُسُلٍ

6. If Raa Mushad-dad had a Kasrah it will be read with Tarqeeq.

*Examples:*

مِنْ شَرِّ حَاسِدٍ

7. If Raa Mawqoofah is preceded by a Yaa Saakin, it will be recited with Tarqeeq or empty mouth. A Raa Mawqoofah is a Raa on which one decides to stop.

*Examples:*

بَعِيرٌ قَدِيرٌ خَيْرٌ

8. A Raa Saakin will be recited with Tafkheem if it is followed by a Harfe Tafkheem even if there is a Kasrah before the Raa Saakin.

*Examples:*

قِرْطَاسٍ فِرْقَةٍ



LESSON 11

**THE RULES OF LAAM**

1. When the Laam of (لَ) is preceded by a Fathah or Dhammah then the Laam of (لَ) will be recited with Tafkheem.

*Examples:*

أَرَادَ اللَّهُ رَفَعَهُ اللَّهُ

2. If such a Laam is preceded by a Kasrah, it will be recited with Tarqeeq or empty mouth.

*Examples:*

وَبِاللَّهِ فِي سَبِيلِ اللَّهِ

LESSON 12

**THE RULES OF MADD**

*MADD: To lengthen the sound of a Harfe Madd or Harfe Leen*

The letters of Madd are: و ا ي

Madd is to be made on these letters when:

1. an Alif (ا) is preceded by a Fathah. e.g. أَبْصَارِهِمْ غِشَاوَةٌ
2. Waaw Saakin (و) is preceded by Dhammah. Eg. يَكْذِبُونَ
3. Yaa Saakin (ي) is preceded by Kasrah. Eg. فِيهِ أَلِيمٌ

The letters of Leen are Waaw Saakin (و) and Yaa Saakin (ي) when they are preceded by a Fathah or Zabar.

*Examples:*

خَوْفٍ خَيْرٌ طَيْرًا

LESSON 13

**TYPES OF MADD**

1. Madde Aslee. 2. Madde Far'ee.

**MADDE ASLEE**

If, after a Harfe Madd, there is neither a Saakin Letter, nor a Hamzah, nor a letter with a Tashdeed then the Harfe Madd will be recited as Madde Aslee.

*Examples:*

قَالَ كَفَرُوا خَيْرٌ

**DURATION:** The duration of a Madde Aslee is 1 Alif. This may be calculated by opening a closed finger or closing an open finger.

**MADDE FAR'EE**

If Harfe Madd is followed by a Saakin Letter or a Hamzah, such a Madd is called a Madde Far'ee which will be lengthened. (The duration of such a Madd will be known only after becoming acquainted with the 4 different types of Madde Far'ee.)

**MADDE FAR'EE are of 4 types.**

1. Muttasil. 2. Munfasil. 3. Laazim. 4. Aaridh.

LESSON 14

**1. MADDE MUTTASIL**

If Harfe Madd is followed by a Hamzah in the same word it is called Madde Muttasil. Duration: 2 to 6 Alifs.

*Examples:*

أَوْلَيْكَ مَلِكُهُ

**2. MADDE MUNFASIL**

If it is followed by a Hamzah in the following word it is called Madde Munfasil. Duration: 2 to 4 Alifs.

*Examples:*

فِي أَنْفُسِكُمْ مَا أَنْزَلْنَا