



# Hafs Academy Sample

قَوْاعِدُ حَفْصٍ

Qawā'id Hafs

Level 1

Qawā'id Hafs

Level 1

Second Edition

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# Hafs Academy Sample

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This Book Belongs to:

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Hafs Academy  
Sample

Form/Year:

.....

Teacher:

.....

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# Advice for Teachers

هُوَ الَّذِي بَعَثَ فِي الْأُمَّاتِ رَسُولًا مِّنْهُمْ يَنْذُرُونَ عَلَيْهِمْ أَيْتَهُمْ وَبِرْزَكُهُمْ  
وَيُعَلِّمُهُمُ الْكِتَابَ وَالْحِكْمَةَ وَإِنْ كَانُوا مِنْ قَبْلُ لَفِي ضَلَالٍ مُّبِينٍ

“It is He who has sent among the unlettered a Messenger from themselves reciting to them His verses and purifying them and teaching them the Book and wisdom - although they were before in clear error.”



The Prophet (s.a.w) was the best of all teachers. He instructed and guided his Companions in such a manner that they in turn became luminous stars, showing the path to those that look up to them. As teachers and carers, it is our duty to take lessons from their example and fulfil our responsibility in the best possible manner.

Here, we provide some guidance to help in the learning of the students in the best manner. Though this guide outlines the main points of learning, it is not exhaustive. Teachers are required to be creative in the classroom and deal with the students according to their level.

## **Independent learners**

Learning has to be student lead. The tradition of spoon feeding has to stop. Clear instructions should be given to the students. They should know what their task is and what is expected of them. When a new part begins the child needs basic instructions about what the chapter is about (e.g. the teacher may need to explain what short vowels are). We are training the students to be independent learners. The students' role should be 80 % and the teachers' guidance should be 20 %.

70 % to 90 % is good. 90 % to 100 % is excellent. Less than 70 % is poor. If the lesson is poor then the child will have to read that lesson again. If a student gets 90 % then it means that the child is doing most of the work and the teacher only gives a maximum of 10 % help. 70 % means that although the student knows the lesson he still requires about 30 % support from the teacher. This type of reading needs to be tackled as it will have a knock on effect on the later lessons if allowed to continue.

## **Adab in class**

Learning should be fun, but this fun has to be within the limits of Adab. Students need to show respect to the teacher, the place of learning and the book they are learning from. Be particular to remind the students to take care of their Qaidahs.

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# **Sample**

Making notes on the Qaidahs should only be done by teachers. Students should not make notes in their own Qaidahs.

## **Homework**

It is vital that students get into the habit of reading at home on a regular basis from the start. Teachers and parents need to work together to ensure this is taking place. The homework section at the end of each page must be signed by parents and checked by the teacher.

# Guidance for teaching level 1

## Purpose of level 1:

Building knowledge of how to apply the Harakaat. By the end of level 1, students should start reading words and simple sentences without spelling (with the correct makhaarij and application of short and long vowels) by applying their knowledge of Huroof and Harakaat. 100 % fluency and application of Tajweed rules are not the purpose of level 1.

## Part 1:

Children must recognise every letter and pronounce every letter correctly from its makhraj before they can proceed to the next part. They don't need to know what the makhraj is (i.e. wasatul-lisan, etc.) but they need to know how to pronounce it. Make sure there is no confusion in any letter.

## Part 2:

Recognising single Harakaat (i.e. Fathah, Dammah and Kasrah) and Tanween (i.e. Fathahtayn, Dammahtayn and Kasrahtayn).

Our target is to train every child to become an independent learner, such that the child becomes confident to work out the parts on his own. This training has to start from Fathah. The teacher will start the student off but will guide the student to work things out for himself.

## Note 1:

100 % spoon feeding should not be there from the beginning. The style where the teacher reads and student repeats should not exist. Teacher is a guide and the students need to put in the work to move forward. . The student's role will be 80 % and the teacher's guidance will be 20 %. But this may vary according to the ability of the child.

## Note 2:

All the children have to practice the exercises with spelling and without spelling. E.g. Alif Fathah 'a', Meem Fathah 'ma', 'ama', Ra Fathah 'ra', 'amara'. Spelling has to continue until the teacher feels that the children have got the hang of it. At the end of every part, before they move on to the next part, the students must be given the task to re-learn the whole part without spelling and then tested (the test does not have to be the whole exercise, but could be for 3-4 random words, until the teacher is satisfied that the student knows and understands it properly).

تمارين حفص Part 1  
Hafs Academy  
صروف Sam(ple)eters

# Two Important Targets

## Ensure that the children

- Recognise the big and small letters.
- Pronounce the letters from their correct makhaarij.  
(Students do not need to know the actual names of the makhaarij but they need to be able to pronounce the letters correctly).
- The children should not advance onto the next chapter (Harakaat), until these two tasks have been completed.
- The chapter of ‘Huroof’ should be completed within 3 weeks.

Exercise 1

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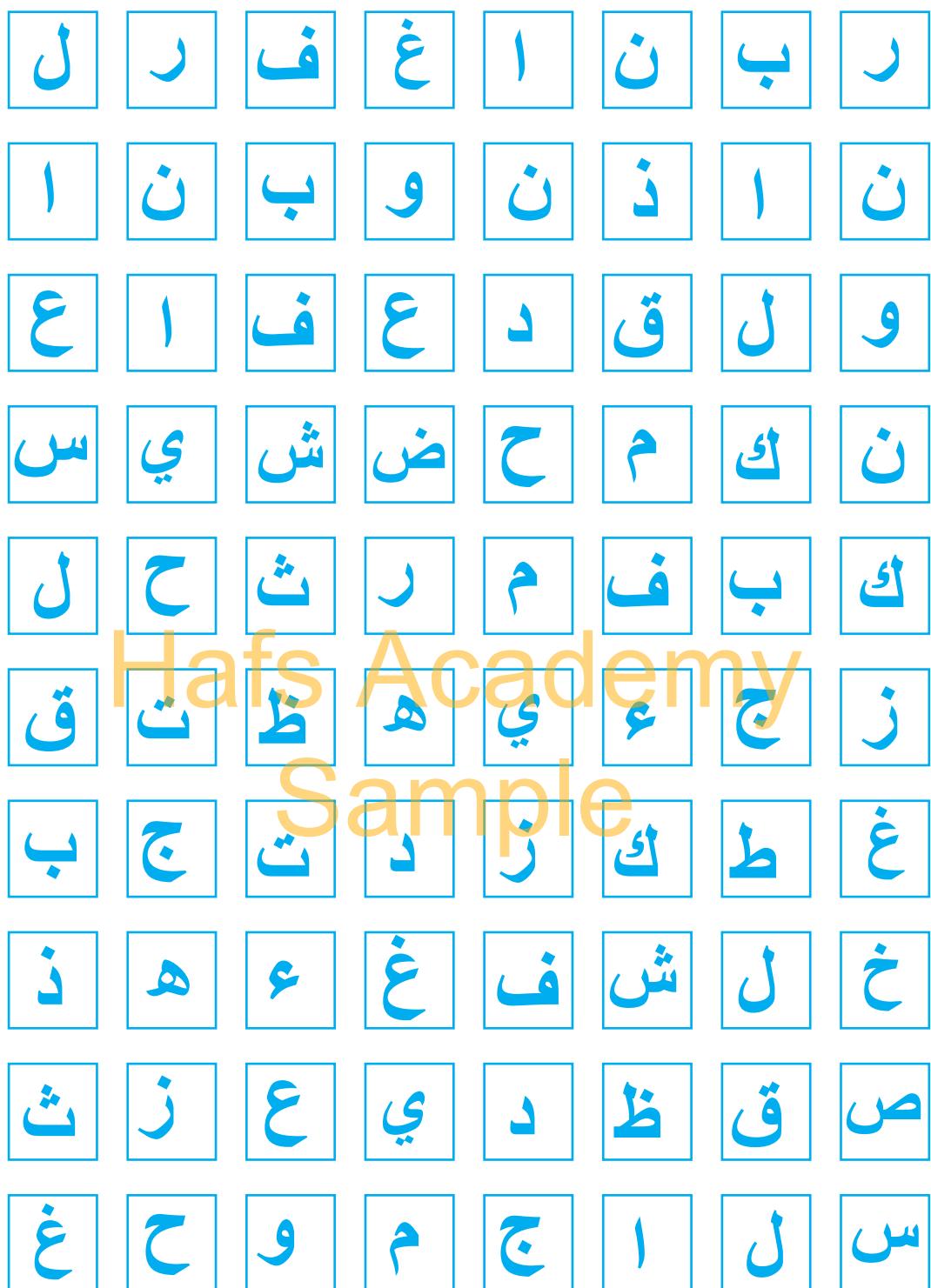
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Homework Check

e	g	p
Start date:		
Finish date:		

Date	mon	tue	wed	thu	fri	sat	sun
Mins spent							
Sign of parent							

## Exercise 2



e	g	p
Start date:		
Finish date:		

Homework Check							
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Mins spent							
Sign of parent							

### Exercise 3

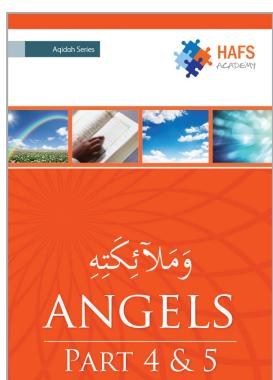
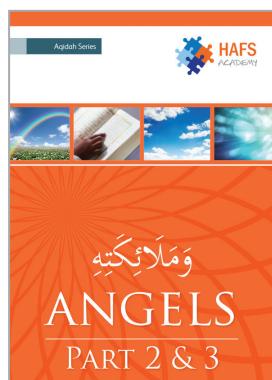
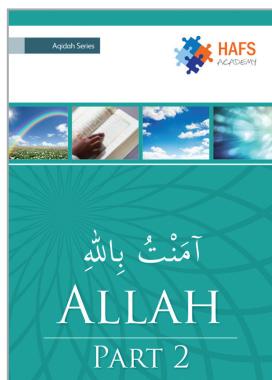
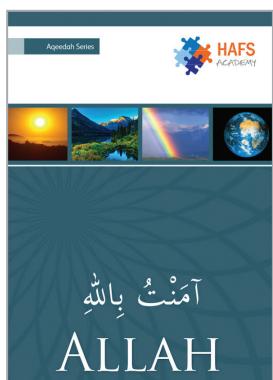
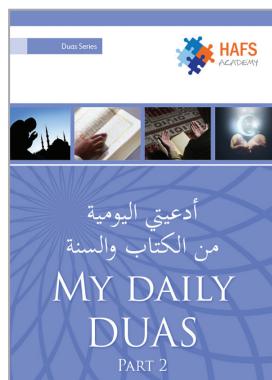
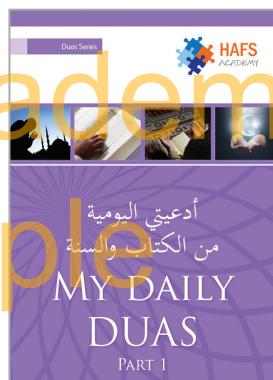
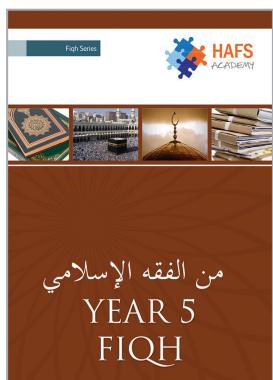
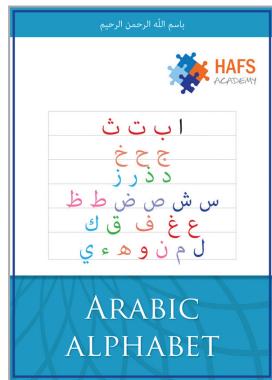
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Sample

e	g	p
Start date:		
Finish date:		

Homework Check							
Date	mon	tue	wed	thu	fri	sat	sun
Mins spent							
Sign of parent							

## Hafs Academy Publications



**“And recite the Quran carefully with tarteel.”**

Allah (swt) has bestowed countless blessings on this ummah. One of the greatest of these blessings is, without doubt, the Book of Allah (swt), the Quran. Since it is His book, He requires from us that we recite the Quran in the same beautiful way in which it was revealed.

For this purpose, we at Hafs have developed a special course which aims to teach the recitation of the Quran in the most efficient manner.

Qawaaid Hafs Level 1 puts particular emphasis on huroof and harakaat (letter and mark recognition). The book is divided into parts; each part focusing on a different aspect of recitation and building on previous knowledge.

Huroof and harakaat are the tools for learning Arabic. We must become familiar with the tools first before we proceed to put them to any good use. Therefore, based on their importance, we have dedicated our first level to get a grasp of these tools.

Our goal with this book is to create independent learners. We want our students to tap into their own special skills and potentials so that they become active learners and not simply dependant on spoon feeding. When students take ownership of their own learning and challenge themselves to achieve their goal, that's when we will see true talent.

# Hafs Academy Sample

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