APPENDIX 3

TRANSLITERATION TABLE

I. CONSONANTS

b	ب		ṭ	ط
t	ت		ẓ	ظ
th	ث		‘	ع
j	ج		gh	غ
ḥ	ح		f	ف
kh	خ		q	ق
d	د		k	ك
dh	ذ		l	ل
r	ر		m	م
z	ز		n	ن
s	س		h	ه
sh	ش		w	و
ṣ	ص		y	ي
ḍ	ض			

2. VOWELS
a) Short Vowels

(i)	a	´	فتحة	(ii)	a	همزة بالفتح ءاء
	u	˙	ضمة		u	همزة بالضم ءاء
	i	ٖ	كسرة		i	همزة بالكسر ءاء

58

IIIT IN-HOUSE STYLE-SHEET

b) *Long Vowels*

a	اٰ	e.g.	ḥaram	حَرَم
o	وٰ		rasūl	رَسُوْل
I	يٰ		dīn	دِين
a	الممدة ءآء		adab	آدَب
a	الف مقصورة ءىء		Mūsā	مُوسَىٰ

3. DIPTHONGS

ay	ـَيْ	e.g.	bayt	بَيْت
aw	ـَوْ		yawm	يَوْم

4. HAMZAH

Except when it appears at the beginning of a word (in which case, treat as per (a)(ii) above), *hamzah* is transliterated by using an inverted comma: '. Some examples are given below.

(i) *Medial forms*:

sa'ala	سَاَلَ
ra'a	رَاَى
ra's	رَاْس
as'ilah	اسْئِلَة
da'l	ضَئِيل
mi'dhanah	مِئْذَنَة
mu'min	مُؤْمِن
ru'ūs	بُؤُوس
muru'ah	مُرُوَّة

(ii) *Final forms*:

qara'a	قَرَاَ
ashya'un	اشْيَاء
bad'an	بَدْءًا
baḥt'an	مَتِيْنًا
fuqaha'u	فُقَهَاء
yaji'u	يَجِيء
daw'un	ضَوْء

5. FURTHER POINTS TO NOTE

a. The definite article *al-* must be joined with a non–breaking hyphen to the word it defines. For example: al–Bukhārī; *al-qamar.*

b. Nouns with the feminine ending must be written *-ah*, not *-a*. But when the word is the first element of an *iḍāfah* construction, the final *tā' marbūṭah* must be made more explicit by writing *-at*. For example, Madīnat al-Nabī (**not** Madīnah al–Nabī). However, if the word is an element in an adjectival construction (where both words have the definite article), the ending remains *-ah*. For example: *al-dawlah al-islāmiyyah.*

c. *Shaddah* is generally represented in English by doubling the consonant above which the symbol appears. For example: Muhammad, hajj. However, where an Arabic sun–letter at the beginning of a word takes *shaddah* when preceded by *al-*, this is not reflected in the transliteration. For example: *al-Raḥmān al-Raḥīm* (**not** *al-Rraḥmān, ar-Raḥmān* or *arraḥmān*). Moreover, when a noun ends in *yā'* with *shaddah*, it is simply transliterated as *ī*. For example, *āyat al-kursī* (not *āyat al-kursīyy*).

d. Adjectives: use *-i / ī* for masculine words, and *-iyyah* for feminine words. For example: *al-kitāb al-ʿarabī*; *al-maktabah al-islāmiyyah.*

e. *Tanwīn* (nunation) is represented, where necessary, by the w o r d endings *- a n, - i n,* or *- u n,* or, in the case of *tā' marbūṭah*, as *-tan, -tin*, or *-tun.*

f. The Arabic word for 'and', *wa*, is always written in full and without a hyphen after it, and any following *al-* is not elided. For example: *al-shamsu wa al-qamaru biḥusbān* (**not** *al-shamsu wa'l-qamaru*); *Zaynab wa Fāṭimah* (**not** *Zaynab wa-Fāṭimah*).

INDEX

INDEX