

## APPENDIX 3

## TRANSLITERATION TABLE

## I. CONSONANTS

b	ب	ṭ	ط
t	ت	z	ظ
th	ث	ʿ	ع
j	ج	gh	غ
h	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	هـ
sh	ش	w	و
ṣ	ص	y	ي
ḍ	ض		

## 2. VOWELS

## a) Short Vowels

(i)	a	فتحة	(i)	a	همزة بالفتح، آء
u	u	ضمّة	u	u	همزة بالضم، أء
i	i	كسرة	i	i	همزة بالكسر، إء

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## b) Long Vowels

ā	اَ	e.g.	ḥaram	حَرَامٌ
ū	وُ		raʿīl	رَسُولٌ
ī	يِ		dīn	دِينٌ
ā	الفمدة، آء		ʿadāb	أَدْبَابٌ
ā	الفمصورة، آء		Mūsā	مُوسَى

## 3. DIPHTHONGS

ay	أَيَّ	e.g.	bayt	بَيْتٌ
aw	أَوَّ		yawm	يَوْمٌ

## 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: ʻ. Some examples are given below.

## (i) Medial forms:

saʻala	سَأَلَ
raʻa	رَأَى
raʻs	رَأْسٌ
asʻalab	أَسْئَلَةٌ
ḡaʻl	غُضِّلَ
miʻalbanab	مِثْلَةٌ
muʻmin	مُؤْمِنٌ
muʻas	مُؤَسَّسٌ
muʻraʻab	مُرَوِّعٌ

## (ii) Final forms:

qaraʻa	قَرَأَ
asbyaʻun	أَشْيَاءٌ
baaʻan	بَدَأَ
baaʻan	عَبَّأْنَا
fuqabaʻu	فُقِّهَاءٌ
yaʻiʻu	يَجِيءُ
ḡaʻsun	غُضُوهُ

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-Rrahmān*, *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* (nutation) is represented, where necessary, by the word endings *-an*, *-in*, or *-un*, 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*).

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