Style Guide

For translation from Arabic into English

Introduction:

All praise is to *Allāh* ﷻ Who granted us this opportunity to serve His Religion through this project, and peace and blessings are on His final prophet *Muḥammad* ﷺ.

This Style Guide is the one which will rule all work in this project and will serve as a reference for all translators, reviewers and proofreaders.

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Qur'ān:

The translation of the meaning of the *Qur'ān* we refer to: Saheeh International, 1997, or http://www.islambasics.com/view.php?bkID=120). You may make minor changes to this translation if you find that absolutely necessary, but only after you submit your suggestion to your supervisor in the forum and receive their approval.

Qur'anic Verses:

1. The *Ayah* in Arabic and English should be written in *Blue Bold Italic*.
2. *Ayah* in Arabic should be written in a separate line preceded with :قال الله تعالى (as in the example below) then the translation as follow:
   Allāh, Exalted be He, Says (what means): *{Ayah in English}* [*Sūrah*'s name (its translation in English), 0:0].
3. Transliterate the name of *Sūrah* and put its translation between parentheses: [*An-Nisā'* (The Women), 4:127].

For example:

قال الله تعالى: **﴿يُرِيدُونَ لِيُطْفِؤُوا نُورَ اللَّهِ بِأَفْوَاهِهِمْ وَاللَّهُ مُتِمُّ نُورِهِ وَلَوْ كَرِهَ الْكَافِرُونَ﴾ (سورة الصف: 8)**

Allāh, Exalted be He, Says (what means): *{They want to extinguish the light of Allāh with their mouths, but Allāh will perfect His light, although the disbelievers dislike it.}* [*Aṣ-Ṣaff* (Battle Formation), 61:8].

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Ḥadīth:

- *Ḥadīth* citation style:

  - After the text of the *Ḥadīth*, write the name of the compiler(s) of the *Ḥadīth* (and its degree, if mentioned in the original Arabic text) in a footnote. If the *Ḥadīth* is related in reported speech according to the adaptation rules, the compilers and narration comments still need to be added in the same manner.

    N.B.: Never use "Agreed upon" for متفق عليه; use [*Al-Bukhāri and Muslim*] instead.

    Examples:

    - The Prophet, peace and blessings of *Allāh* be upon him, said: *"Give the prescribed share of inheritance to those who are liable for it and the remainder [of it] is for the nearest male blood relative."* [*Al-Bukhāri and Muslim*].

    - The Prophet, peace and blessings of *Allāh* be upon him, used to place his right hand on his left hand then he used to put both of them on his chest. [*Ṭāwūs: Mursal*]

    - In a *Ḥadīth* on the authority of *Sa'd ibn Abi Waqqāṣ*, may *Allāh* be pleased with him, the Prophet, peace and blessings of *Allāh* be upon him, explained that Prophets are subjected to the strongest tests of affliction, followed by the next best people and so on, as the intensity of affliction is directly proportional to the strength of faith. In fact, some people are totally relieved of their sins for the difficulties that they endure. [*At-Tirmidhī: Ṣaḥīḥ, Ibn Ḥibbān: Ṣaḥīḥ, Al-Ḥākim: Ṣaḥīḥ*].

  - Adapted *Ḥadīth:*

    All adapted *Ḥadīths* will be quoted as reported speech, with focus on the part that is relevant to the context. Still, the compiler will be mentioned in the same manner.

1. The Prophet, peace and blessings of *Allāh* be upon him, instructed us that on Fridays, an adult person should perform *Ghusl*, use the tooth stick (*Siwāk*) and apply fragrance, if possible. [*Muslim*]

- To know the narration and authenticity of any *Ḥadīth* please search in *Ad-Dorar As-Saniyyah* website:

  http://www.dorar.net/hadith

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Arabic letters transliteration:

1. Write the Arabic names (of persons and books) in *Italics*: *Muḥammad*, *Abū 'Umair*, *Anas ibn Mālik*, *'Abdul Muṭṭalib*, *'Abdullāh*, *Ḥalīmah*, *Abu Ṭālib*, *Ibn Hishām*, *Ṣaḥīḥ Al-Bukhāri*.
2. Names of Prophets, peace be upon them, are to be transliterated in Arabic in *Italics* and their translation to be put between parenthesis, you can use the names mentioned in Saheeh International's translation: i.e. *Ibrāhīm* (Abraham), peace be upon him, *Mūsa* (Moises), *'Isa* (Jesus), *Ṭālūṭ* (Saul), etc.
3. We'll use same transliteration of "International Journal of Middle Eastern Studies:

الهمزة	'	النسَائي	*An-Nasā'i*
أ	a	أسد	*Asad*
ب	b	بدر	*Badr*
ت	t	تبُوك	*Tabūk*
ث	th	الهيْثم	*Al-Haytham*
ج	j	جَابر	*Jābir*
ح	ḥ	الحوَالة	*Al-Ḥiwālah*
خ	kh	خدِيجة	*Khadījah*
د	d	دعَاء	*Du'ā'*
ذ	dh	ذكر	*Dhikr*
ر	r	ربا	*Riba*
ز	z	زينت	*Zaynab*
س	s	سُورة	*Sūrah*
ش	sh	الشَافعى	*Ash-Shāfi'i*
ص	ṣ	الأنصَار	*Al-Anṣār*
ض	ḍ	ضِياء	*Ḍiyā'*
ط	ṭ	الطوَاف	*Aṭ-Ṭawāf*
ظ	ẓ	الظهَار	*Aẓ-Ẓihār*

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ع	،	علي، العِلم، عمر	*'Ali, Al-'Ilm, 'Umar*
غ	gh	المغِيرة	*Al-Mughīrah*
ف	f	الفَاتحة	*Al-Fātiḥah*
ق	q	بنو قينقَاع	*Banū Qaynuqā'*
ك	k	أمُ كلثُوم	*Ummu Kulthūm*
ل	l	أبو لهب	*Abu Lahab*
م	m	أميمة	*Umaymah* *(Or Umaimah)*
ن	n	النسِيئة	*An-Nasī'ah*
هـ	h	هند	*Hind*
و	w	الوَاقعة	*Al-Wāqi'ah*
ي	y	يثرب	*Yathrib*
ة (عند الوقف)	h	الصلَاة	*Aṣ-Ṣalāh*
ة (عند الوصل)	t	صلَاةُ الظُّهر	*Ṣalatu-ẓ-Ẓuhr*
ال (القمرية)	al- and -l-	الفجر، صلَاةُ الْفَجر	*Al-Fajr,* *Ṣalatu-l-Fajr*
ال (الشمسية)	a(the letter after)	الشَّمس، الضُّحى	*Ash-Shams,* *Aḍ-Ḍuḥa*

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VOWELS

ARABIC

Long ا or ىٰ		ā
و		ū
ي		ī
Doubled ـِيّ		iyy (final form ī)
ـُوّ		uww (final form ū)
Diphthongs ـَو		au *or* aw
ـَى		ai *or* ay
Short ـَ		a
ـُ		u
ـِ		i

Long refers to	المد الطبيعي (ألف أو ألف لينة قبلها فتحة أو واو قبلها ضمة أو ياء قبلها كسرة)	هَارُون، مُوسَى، عِيسَى	*Hārūn, Mūsa, ʿĪsa*
Doubled	الياء والواو المدية اللينة المشددة (ياء مشددة قبلها كسرة أو واو مشددة قبلها ضمة)	جُوَيرِيَّةٌ، عَمُورِيَّةٌ، قُوَّةٌ	*Juwairiyyah, ʿAmūriyyah, Qūwwah*
Diphthongs	مد اللين (الواو والياء المفتوح ما قبلهما)	بَيْتْ، خَوْفْ	*Bayt (or Bait), Khawf (or Khauf)*
Short	الحركات (الفتحة والضمة والكسرة)	مَرْيَمْ، نُورُالدِّينْ، جِهَادْ	*Maryam (or Mariam),*

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- Letter separation:

If transliterated letters could be mistaken for other letters, they should be separated by a hyphen; for example: مكحول could be transliterated as "*Makḥūl*", and the "kh" could be mistaken for a خ (khā'); it should therefore be transliterated as: "*Mak·ḥūl*" instead; also فتحة should be transliterated as "*Fat·ḥah*" not "*Fatḥah*".

The Definite Article with "Sun" and "Moon" Letters" (ال الشمسية والقمرية):

When transliterating a definite noun that begins with a "Sun" letter, e.g. t (ت), th (ث), d (د), dh (ذ), r (ر), z (ز), s (س), sh (ش), ṣ (ص), ḍ (ض), ṭ (ط), ẓ (ظ), l (ل), and n (ن), the "l" of the preceding "Al" **should be removed and replaced with the same transliteration as the following letter**, i. e. *Ash-Shams*, *Ar-Raḥmān…etc.*. However, if the definite noun begins with a "Moon" letter, i.e. any of the Arabic letters other than the above mentioned ones, the "l" of the "Al" **should remain**, i.e.: *Al-Qamar*.

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Symbols:

1. *Allāh*, Exalted be He,
2. The Prophet *Muḥammad,* peace and blessings of *Allāh* be upon him
3. (Other prophet), peace be upon him
4. (More than one prophet), peace be upon them
5. *Ṣaḥābah*, The Companions (of Prophet *Muḥammad*), may *Allāh* be pleased with them
6. *Ṣaḥābi*, (A male Companion), may *Allāh* be pleased with him
7. *Ṣaḥābiyyah*, (A female Companion), may *Allāh* be pleased with her
8. (A Scholar, *Tābiʻi* (Follower), an Imam), may *Allāh* have mercy upon him

Please use the following symbols to express the following expressions:

ﷺ	*Ṣalla Allāhu ʻAlaihi ua Sallam*	peace and blessings of Allāh be upon him	صلى الله عليه وسلم
ﵡ	*Tabāraka wa Taʻāla*	Blessed and Exalted be He	تبارك وتعالى
ﵟ	*Subḥānahu ua Taʻāla*	Exalted be He	سبحانه وتعالى
ﵐ	Azza wa Jal	may He be exalted and glorifled!	عز وجل
ﵕ	*Jalla jalāluh*	may His majesty be glorifled	جل جلاله
ﵔ	*Jalla wa ʻAla*	the Almighty	جل وعلا
﵇	*ʻAlaihis-Salām*	peace be upon him	عليه السلام
﵈	*ʻAlaihimās-Salām*	peace be upon both of them	عليهما السلام
﵉	*ʻAlaihās-Salām*	peace be upon her	عليها السلام
﵊	*ʻAlaihimus-Salām*	peace be upon them	عليهم السلام
﵁	*Raḍia Allāhu ʻAnhu*	may Allāh be pleased with him	رضي الله عنه
﵂	*Raḍia Allāhu ʻAnha*	may Allāh be pleased with her	رضي الله عنها
﵃	*Raḍia Allāhu ʻAnhuma*	may Allāh be pleased with them	رضي الله عنهما
﵄	*Raḍia Allāhu ʻAnhum*	may Allāh be pleased with them	رضي الله عنهم
﵅	*Raḍia Allāhu ʻAnhuna*	may Allāh be pleased with them	رضي الله عنهن

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ﷲ	*Raḥimahu Allāh*	may Allāh have mercy upon him	رحمه الله
ﷲ	*Raḥimaha Allāh*	may Allāh have mercy upon her	رحمها الله
ﷲ	*Raḥimahum Allāh*	may Allāh have mercy upon them	رحمهم الله
ﷲ	*Raḥimahuma Allāh*	may Allāh have mercy upon them	رحمهما الله
ﷲ	*Raḥimahunna Allāh*	may Allāh have mercy upon them	رحمهن الله

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General notes:

1. Please use font type "Times New Roman" size 12, to unify all parts, and footnotes in "Times New Roman", size 10.

2. Islamic terms should be transliterated and put their translation between brackets only after their first instance in the book. You can suffice with the transliteration in subsequent instances.

May *Allāh* guide us to His Straight Path and accept our deeds.

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