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# UNIT 1 COMMON ARABIC WORDS

## الألفاظ العربيَّة العامَّة

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### Structure

- 1.0 Objectives
- 1.1 Introduction
- 1.2 Common words
- 1.3 Exercise 1
- 1.4 Exercise 2
- 1.5 Exercise 3
- 1.6 Exercise 4
- 1.7 Exercise 5
- 1.8 Writing Skills
- 1.9 Table 1
- 1.10 Table 2
- 1.11 Exercise 1
- 1.12 Exercise 2
- 1.13 Exercise 3
- 1.14 Exercise 4
- 1.15 Exercise 5
- 1.16 Exercise 6
- 1.17 Exercise 7
- 1.18 Exercise 8
- 1.19 Exercise 9

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### 1.0 OBJECTIVES

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The objective of this unit is to make you familiar with few common Arabic words, specially the use of "Yes and No" in Arabic and Arabic alphabets *alif, ba, ta*, etc.

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### 1.1 INTRODUCTION

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In this very first unit you will learn 20 important vocabularies. They are closely related to your daily life to such an extent that sometimes even one Arabic word can solve the problem of a non Arabic speaking person like you. For example: you are on your way to airport and you need to ask some one, where is the airport? You are not able to express full sentence in Arabic. You just happen to pronounce the word "*maTar*" that is airport. I am sure ordinary Arab will understand that you want to go to airport and he will guide you by pointing out to airport. Therefore, you have to read the vocabularies given below, in such a way that you can feel them. For example, when you say "**Yes**" in Arabic, try to feel that you are

accepting something and when you say "No" in Arabic try to feel that you are rejecting something.

**Note:** The basic fact about Arabic is that it is written and read from right to left.

## 1.2 COMMON WORDS

Meanings	Arabic Words
Yes	(na'am) نَعَم
No	(lā) لَا

Pictures	Meanings	Arabic Words
	House	(bayt) بَيْت
	Office	(maktab) مَكْتَب
	Company	(sharika) شَرِكَة
	School	(madrassa) مَدْرَسَة
	Hospital	(mustashfā) مُسْتَشْفَى
	Airport	(maTār) مَطَار
	Manager	(mudīr) مُدِير
	Staff	(muwaDHDHaf) مُوَظَّف
	Worker	(‘āmil) عَامِل

	Driver	سَائِقُ (sā'iq)
	Watchman	حَارِسٌ (Hāris)
	Engineer	مُهَنْدِسٌ (muhandis)
	Doctor	طَبِيبٌ (Tabīb)
	Nurse	مُمَرِّضَةٌ (mumarriDa)
	Accountant	مُحَاسِبٌ (muHāsib)
	Policeman	شُرْطِيٌّ (shurTī)
	Car	سَيَّارَةٌ (sayyāra)
	Aeroplane	طَائِرَةٌ (Tā'ira)

The following exercise should be attempted only after memorising the above Arabic vocabularies with correct pronunciations.

### 1.3 EXERCISE 1

*(This exercise is designed to inculcate the Arabic words with their English equivalents in the minds of learners)*

**Match the words with correct meanings**

Arabic	English	Arabic	English
Tā'ira	Accountant	na'am	House
sayyāra	Aeroplane	lā	Office
shurTī	Car	bayt	Yes
muHāsib	Policeman	maktab	Company
mumarriDa	Watchman	sharika	No
Hāris	Nurse	madrasa	Engineer
sā'iq	Staff	Tabīb	School
muwaDHDHaf	Driver	muhandis	Doctor
mudīr	Airport	'āmil	Hospital
maTār	Manager	mustashfā	Worker

### 1.4 EXERCISE 2

*(This exercise is designed to inculcate, as well as, test the level of memorizing the meanings of the Arabic words)*

**Translate the following words into English without looking at the meanings given above.**

Arabic	English	Arabic	English
Tā'ira		na'am	
sayyāra		lā	
shurTī		bayt	
muHāsib		maktab	
mumarriDa		sharika	
Hāris		madrasa	
sā'iq		Tabīb	
muwaDHDHaf		muhandis	
mudīr		'āmil	
maTār		mustashfā	

### 1.5 EXERCISE 3

(This exercise is designed to make you pronounce the Arabic words loudly and test your level of memorising the meanings of the Arabic words)

Translate the following words into Arabic without looking at the meanings given above and while writing the Arabic words pronounce them loudly.











English	Arabic	English	Arabic
House		Watchman	
Office		Engineer	
Yes		Doctor	
No		Nurse	
Company		Policeman	
Hospital		Car	
School		Aeroplane	
Driver		Accountant	
Staff		Worker	
Manager		Airport	




### 1.6 EXERCISE 4

(This exercise is designed to help you pronounce the Arabic words loudly)

Look at the picture and loudly pronounce the words in Arabic. First sentence is done for you

This is ..... <b>mustashfā</b> .....	
This is .....	
This is .....	
This is .....	






This is .....	
This is .....	
This is.....	
This is .....	
He is .....	
He is.....	
He is.....	
He is.....	
She is.....	
He is.....	











He is.....	
He is.....	
She is.....	

## 1.7 EXERCISE 5

[Practice of "na'am" نعم (Yes) and "lā" لا (No)]

The two words "Yes" and "No" are very important in all the languages without any exception. You will notice that in almost everything, either we agree and say "Yes" or we disagree and say "No". In the following exercise try to practice the use of "na'am" نعم and "lā" لا with correct pronunciation. The first two sentences are done for you.

Question		Answer
Is it a hospital?		na'am
Is it a hospital?		lā
Is it an office?		
Is it an office?		
Is it a car?		

<p>Is it a car?</p>		
<p>Is it an airport?</p>		
<p>Is it an airport?</p>		
<p>Is he a manager?</p>		
<p>Is he a manager?</p>		
<p>Is he a watchman?</p>		
<p>Is he a watchman?</p>		
<p>Is she a doctor?</p>		
<p>Is he a doctor?</p>		
<p>Is he an accountant?</p>		



Is he an accountant?		
Is she a doctor?		

## 1.8 WRITING SKILLS

Arabic is written from right to left. It has only 29 alphabets as compared to 44 in Hindi and 26 in English. There is no concept of capital or small letters, but they assume variant forms/shapes according to their positions: isolated, initial, medial or final. They are clearly explained in the following table. One can notice similarities among a group of letters in which distinction is made by the dot/dots, which are put either above or under or in the middle of the letter.

*Note: Learning of the alphabet involves the pronunciation also, therefore, it is recommended to keep in touch with your counselor.*

## 1.9 TABLE 1

Only 4 letters out of 29 are given in the following table. The table shows the different forms/shapes of the letters as per their positions: isolated, initial, medial, and final. Though the book is opening from left to right, we, in the following unit, are deliberately trying to inculcate the habit of reading and writing from right to left.

*(This table contains only four alphabets, their pronunciations and English equivalent. Learners are required to learn them by heart.)*

Arabic Alphabet	How to pronounce?	Equivalent in English	Equivalent in Hindi
ا	alīf	a	
ب	bā	b	
ت	tā	t	
ث	thā	th	

**1.10 TABLE 2**

*Note: Learners are required to carefully note different shapes of the letters as per their positions and practice the reading as well as writing.*

Examples	Final	Medial	Initial	Isolated
ابتا	ا	ا	ا	ا
ببب	ب	ب	ب	ب
تتت	ت	ت	ت	ت
ثثث	ث	ث	ث	ث

If you look carefully at the above mentioned four letters, you will find that their forms/shapes have kept on changing according to their positions. So it became clear that Arabic letters assume different shape as per their positions. You would also have noticed that the shape of a group of letters is similar and difference is made by the dot/dots, which are put above or under or in the middle of the letter.

The first letter "ا" pronounced as (*alīf*) is equivalent to "a" in English. Practice the writing of "ا" in its isolate form and while writing say loudly "*alīf*"

**1.11 EXERCISE 1**

									ا
									ا
									ا
									ا
									ا

**1.12 EXERCISE 2**

Practice the writing of "ا" in its medial and final forms and while writing say loudly "*alīf*". The letter alif is written in same way in its medial and final forms.

									ا
									ا
									ا
									ا
									ا

The form of the letters ب "bā", ت "tā" and ث "thā" is the same. The distinction among them is made by dots only. They can be joined to preceding and following letters.

The letter ب is pronounced as "bā" and its equivalent in English is "b".

Practice the writing of ب in its isolate form and while writing say loudly "bā"

### 1.13 EXERCISE 3

									ب
									ب
									ب
									ب
									ب

Practice the writing of ب in its initial, medial and final forms and while writing say loudly "bā".

### 1.14 EXERCISE 4

									ت
									ت
									ت
									ت
									ت

The letter ت is pronounced as "tā" and its equivalent in English is "t".

Practice the writing of ت in its isolate form and while writing say loudly "tā"

### 1.15 EXERCISE 5

									ث
									ث
									ث
									ث
									ث

Practice the writing of **ث** in its initial, medial and final forms and while writing pronounce the letters loudly.

**1.16 EXERCISE 6**

									ث
									ث
									ث
									ث
									ث

The letter **ث** is pronounced as "thā" and its equivalent in English is "th".

Practice the writing of **ث** in its isolate form and while writing say loudly "thā"

**1.17 EXERCISE 7**

									ث
									ث
									ث
									ث
									ث

Practice the writing of **ث** in its initial, medial and final forms and while writing pronounce the letters loudly.

**1.18 EXERCISE 8**

									ثث
									ثث
									ثث
									ثث
									ثث

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## 1.19 EXERCISE 9

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Common Arabic

Words

الألفاظ العربية العامة

Write the first four letters you have learnt in this unit at least four times.

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