MUQADAS QURAN ACADEMY

Tajweed Rules

Basic Tajweed Rules — Quick Reference & Practice Guide

muqadasquranacademy.com

Free Download

BRIGHT QURAN ONLINE

Basic Tajweed Rules

Quick Reference & Practice Guide — Simple Tajweed for Beginner Quran Readers

A practical quick-reference workbook —
not a full textbook.
Real Quranic examples, clear exercises,
and daily practice trackers.

For English-speaking kids and beginner adults.

UK · USA · CANADA · AUSTRALIA

brightquran.online · Book a Free Trial

How to Use This Guide

This is a **quick reference and practice workbook** — not a full Tajweed textbook. It covers the basic rules every beginner needs.

How to use it:

- Read one section at a time. Do not rush.
- Read all Arabic examples **aloud** so a parent or tutor can hear you.
- Aim for short, consistent practice rather than irregular long sessions.
- Use the tracker (Section 12) to build a daily habit.
- Ask your tutor when a rule is unclear — there is no rush.

What you need: Basic Quran reading ability (you can read Arabic letters with harakat). If you are still learning to read, finish the Quran Reading Practice Pack first.

Contents

Section	Title	Focus
1	What is Tajweed?	The basics
2	Noon Sakinah & Tanween	Four rules: Izhar, Idgham, Iqlab, Ikhfa
3	Meem Sakinah	Three rules
4	Qalqalah	The echo letters
5	Ghunnah	The nasal sound
6	Basic Madd	Stretching sounds
7	Heavy & Light Letters	Thick and thin sounds
8	Basic Makharij	Where letters come from
9	Common Beginner Tajweed Mistakes	Fix-it guide
10	Tajweed Identification Practice	Spot the rule
11	Reading & Identification Exercises	Put it together
12	Daily Tajweed Practice Tracker	Build the habit
13	Parent / Tutor Progress Checklist	Where are we now?
14	Final Practice Test	Show what you know
	Answer Key	Correct answers
	Completion Certificate	Celebrate!

SECTION 1 — What is Tajweed?

Giving Every Letter Its Right

Tajweed means reciting the Quran the way it was revealed — giving every letter its proper sound, its proper length, and its proper characteristics.

You do not need to master everything at once. This guide teaches the **basic rules** step by step:

- How Noon Sakinah and Tanween change (Section 2)
- How Meem Sakinah changes (Section 3)
- The echoing letters (Section 4)
- The nasal sound (Section 5)
- Stretching sounds (Section 6)
- Heavy and light letters (Section 7)
- Where letters come from (Section 8)

Remember: Tajweed is learned by listening and practising with a teacher. This guide supports your learning — it does not replace a tutor.

Key Idea

Tajweed is not about speed or beauty. It is about **accuracy** — pronouncing each letter correctly, as the Quran deserves.

SECTION 2 — Noon Sakinah & Tanween

Four Rules for نْ and ً ٍ ٌ

Noon Sakinah (نْ) is a noon with a sukoon (no vowel). **Tanween** (ً ٍ ٌ) is a double vowel that ends with a hidden “n” sound.

When نْ or tanween meets the next letter, **four rules** apply depending on that letter:

Rule	Next Letter	What Happens
Izhar	ء ه ع ح غ خ	Clear — pronounce the “n” normally
Idgham	ي ر م ل و ن	Merge — join the “n” into the next letter
Iqlab	ب	Change — turn the “n” into an “m” sound
Ikhfa	15 other letters	Hide — soften the “n” with a nasal sound

Learn each rule on the following pages with real Quranic examples.

Izhar — Clear Pronunciation

Rule: When نْ or tanween is followed by one of these six throat letters, pronounce the “n” **clearly**, with no change:

ء ه ع ح غ خ

Why: These letters come from the throat, far from where “n” is made. The “n” stays clear and separate.

Surah Al-Fatiha (1:7)

أَنعَمتَ

أَنعَمتَ — the نْ is followed by ع (a throat letter). Pronounce the "n" clearly: "an-‘am-ta".

☐ Read clearly

Practice: Read أَنعَمتَ three times. Make the “n” clear — do not merge it or hide it.

Idgham — Merging

Rule: When نْ or tanween is followed by one of these six letters, **merge** the “n” into the next letter:

ي م ر ل و ن

Two types: - **With Ghunnah** (nasal sound): ن و م ي — hold the nasal sound for 2 counts - **Without Ghunnah**: ر ل — merge quickly, no nasal sound

Surah Al-Baqarah (2:5) — Idgham with Ghunnah

هُدًى مِّن

مِّنْ هُدًى — tanween (ً) followed by م. Merge with a nasal sound: "hudam-mir".

☐ Read with merging

Surah Al-Baqarah (2:5) — Idgham without Ghunnah

مِن رَّبِّهِمْ

نْ رَّبِّهِمْ مِن — نْ followed by ر. Merge quickly with no nasal sound: "mir-rabbihim".

☐ Read with merging

Iqlab — Changing to “M”

Rule: When نْ or tanween is followed by ب, change the “n” sound into an **“m”** sound, with a light nasal tone:

نْ + ب = مْ

Why: The lips are already preparing for ب, so the “n” naturally becomes “m”.

Surah Al-Baqarah (2:27)

مِنۢ بَعۡدِ

بَعۡدِ مِنۢ — نْ followed by ب. Read it as "mim-ba‘d" with a soft nasal sound.

☐ Read with the "m" change

Practice: Read بَعۡدِ مِنۢ three times. Feel your lips come together for the “m” before the ب.

Ikhfa — Hiding with Nasal Sound

Rule: When نْ or tanween is followed by any of the **15 remaining letters** (not Izhar, Idgham, or Iqlab letters), **soften** the “n” — hide it slightly with a nasal sound for 2 counts.

The 15 letters: ت ث ج د ذ ز س ش ص ض ط ظ ف ق ك

Surah Al-Falaq (113:2)

مِن شَرِّ

شَرِّ مِن — نْ followed by ش. Soften the "n" with nasal sound: "mish-sharr" (not "min-sharr").

☐ Read with soft nasal sound

Practice tip: Your tongue should hover near where ش is made, not press firmly for a clear “n”.

SECTION 3 — Meem Sakinah

Three Rules for مْ

Meem Sakinah (مْ) is a meem with a sukoon. It has **three rules**:

Rule	Next Letter	What Happens
Ikhfa Shafawi	ب	Hide — soften مْ with nasal sound
Idgham Shafawi	م	Merge — join the two meems with nasal sound
Izhar Shafawi	All other letters	Clear — pronounce مْ normally

Ikhfa Shafawi

When مْ is followed by ب, soften it with a nasal sound. Keep your lips lightly together — do not press hard.

Surah Al-Fil (105:4)

تَرۡمِيهِم بِحِجَارَةٖ

بِحِجَارَةٖ تَرۡمِيهِم — مْ followed by ب. Soften with nasal sound, lips lightly touching.

☐ Read with softening

Idgham Shafawi

When مْ is followed by another م, merge them into one meem with a nasal sound for 2 counts.

Surah As-Saffat (37:11)

أَمۡ مَّنۡ

مْ — مَّنۡ أَمۡ followed by م. Merge into one long meem with nasal sound: "am-man".

☐ Read with merging

Izhar Shafawi

When مْ is followed by **any other letter**, pronounce it **clearly** with no change.

Surah Al-Fatiha (1:7)

عَلَيۡهِمۡ غَيۡرِ

مْ — غَيۡرِ عَلَيۡهِمۡ followed by غ. Pronounce the مْ clearly: "alayhim-ghayr".

☐ Read clearly

SECTION 4 — Qalqalah

The Echo Letters

Qalqalah means “echo” or “bounce”. Five letters echo when they carry a **sukoon**:

ق ط ب ج د

Memory aid: قُطْبُ جَدٍّ (Qutbu Jaddin)

Rule: When one of these letters has a sukoon (or you stop on it), let it **bounce** slightly — a small echo, not a full vowel.

Surah Al-Falaq (113:1) — ق

ٱلْفَلَقِ

ٱلْفَلَقِ — when stopping, the قْ bounces: "al-falaq" (hear the echo on ق).

☐ Read with echo

Surah Al-Ikhlas (112:4) — د

وَلَمْ يَكُن لَّهُۥ كُفُوًا أَحَدٌۢ

أَحَدْ — when stopping on أَحَد, the دْ bounces: "ahad" (hear the echo on د).

☐ Read with echo

Important: The echo is small — do not add a full vowel sound. It is a bounce, not “qa” or “da”.

SECTION 5 — Ghunnah

The Nasal Sound

Ghunnah is a nasal sound that comes from the nose. It is required on:

نّ مّ

Rule: Whenever noon or meem carries a **shaddah** (ّ), hold the nasal sound for **2 counts**.

Surah Al-Kawthar (108:1) — Noon Ghunnah

إِنَّآ أَعۡطَيۡنَٰكَ ٱلۡكَوۡثَرَ

إِنَّا — the نّ has shaddah. Hold the nasal "nn" for 2 counts: "in-naa".

☐ Read with nasal sound

Surah An-Naba (78:1) — Meem Ghunnah

عَمَّ يَتَسَآءَلُونَ

عَمَّ — the مّ has shaddah. Hold the nasal "mm" for 2 counts: "'am-ma".

☐ Read with nasal sound

How to feel it: Touch your nose lightly while reading. You should feel a vibration on نّ and مّ.

SECTION 6 — Basic Madd

Stretching Sounds

Madd means stretching a vowel sound longer than normal.

Madd Tabi’i (Natural Stretch) — 2 Counts

When ا و ي follows its matching short vowel and carries a sukoon, stretch it for **2 counts**:

- ا after fatha (َ): بَا — stretch “baa”
- و after damma (ُ): بُو — stretch “boo”
- ي after kasra (ِ): بِي — stretch “bee”

Surah Al-Fatiha (1:4)

مَٰلِكِ يَوۡمِ ٱلدِّينِ

مَالِكِ — the ا after مَ is stretched for 2 counts: "maa-liki".

☐ Read with stretching

Counting: One count = the time to say “ba”. So 2 counts = “ba-ba” length.

Longer Madd (for later)

Some madd stretches for 4–6 counts (for example, before hamzah or sukoon). Your tutor will teach these when you are ready. For now, master the 2-count stretch.

SECTION 7 — Heavy & Light Letters

Thick and Thin Sounds

Some Arabic letters are **heavy** (thick, full mouth). The rest are **light** (thin).

Heavy Letters (7)

ظ ق ط غ ض ص خ

Memory aid: قِظْ ضَغْطٍ خُصَّ

When reading these, fill your mouth — the sound is thick and deep.

Surah Al-Fatiha (1:6) — Heavy ص

ٱهْدِنَا ٱلصِّرَاطَ ٱلْمُسْتَقِيمَ

الصِّرَاطَ — the ص is heavy. Fill your mouth: "as-siraat" (thick ص, not thin س).

☐ Read with heavy ص

Light Letters

All other letters are light. Pronounce them thinly, without filling the mouth.

Surah Al-Fatiha (1:1) — Light letters

بِسْمِ ٱللَّهِ

بِسْمِ — the ب and س are light. Keep them thin: "bis-mi" (not thick).

☐ Read with light letters

Common mistake: Reading ص as س, or ط as ت. Keep heavy letters heavy!

SECTION 8 — Basic Makharij

Where Letters Come From

Makhraj (plural: Makharij) is the place where a letter is pronounced. Knowing this helps you pronounce each letter correctly.

The Five Areas

1. Throat — deep sounds

ء ه ع ح غ خ

These six letters come from the throat. (Note: these are also the Izhar letters!)

2. Tongue — most letters

Most Arabic letters are made with the tongue touching different parts of the mouth — teeth, gums, or palate. Your tutor will show you each one.

3. Lips — ب ف م و

ب ف م و

These four letters use the lips. ب closes the lips, ف touches the upper teeth with the lower lip, م closes them with nasal sound, و rounds them.

4. Nose — Ghunnah

The nasal sound (Ghunnah) on نّ and مّ comes from the nose. (See Section 5.)

5. Mouth cavity — Madd

The stretched sounds (ا و ي) come from the empty mouth space. (See Section 6.)

> **Practice Tip**
>
> Stand in front of a mirror. Watch your mouth, throat, and lips as you say each letter. Where do you feel it? That is its makhraj.

SECTION 9 — Common Beginner Tajweed Mistakes

Fix-It Guide

Mistake	Why It Happens	Fix
Rushing Ghunnah	Reading too fast	Slow down. Count “1-2” on every نّ and مّ.
Skipping Qalqalah echo	Forgetting the bounce	Pause slightly on د ج ب ط ق with sukoon. Let it echo.
Heavy ص as س	Mouth not full	Fill your mouth. ص is thick, س is thin.
No Ikhfa on نْ	Pronouncing “n” clearly	Soften it. Let the nasal sound hide the “n”.
Wrong Madd length	Guessing	Count carefully: 2 counts for basic madd.
Merging without Ghunnah	Forgetting nasal on ي ن و م	Feel your nose vibrate on Idgham with Ghunnah.
Reading ب as م in Iqlab	Not changing the sound	Remember: نْ + ب = “m”. Lips come together.

Tutor Tip

Record yourself reading (with permission). Listen back. Can you hear the Ghunnah? The Qalqalah echo? The heavy letters? Self-listening is a powerful tool.

SECTION 10 — Tajweed Identification Practice

Spot the Rule

Look at each example. Say which Tajweed rule applies, then read it aloud.

Example 1 — Surah Al-Fatiha (1:7)

أَنعَمتَ

☐ I identified it correctly

Which rule? **Izhar** — نْ followed by ع (throat letter).

Example 2 — Surah Al-Baqarah (2:5)

هُدًى مِّن

☐ I identified it correctly

Which rule? **Idgham with Ghunnah** — tanween followed by م.

Example 3 — Surah Al-Baqarah (2:27)

مِن بَعدِ

☐ I identified it correctly

Which rule? **Iqlab** — نْ followed by ب.

Example 4 — Surah Al-Falaq (113:2)

مِن شَرِّ

☐ I identified it correctly

Which rule? **Ikhfa** — نْ followed by ش.

Example 5 — Surah Al-Fil (105:4)

تَرۡمِيهِم بِحِجَارَةٖ

☐ I identified it correctly

Which rule? **Ikhfa Shafawi** — مْ followed by ب.

Example 6 — Surah Al-Kawthar (108:1)

إِنَّآ

☐ I identified it correctly

Which rule? **Ghunnah** — نّ with shaddah.

SECTION 11 — Reading & Identification Exercises

Put It All Together

Read each line aloud. Apply every Tajweed rule you have learned. Tick when you read it smoothly.

Exercise 1 — Surah Al-Fatiha (1:7)

صِرَٰطَ ٱلَّذِينَ أَنعَمتَ عَلَيهِم

Rules here: Izhar (نْ + ع), Izhar Shafawi (مْ + ت).

☐ Read smoothly

Exercise 2 — Surah Al-Falaq (113:1-2)

قُلْ أَعُوذُ بِرَبِّ ٱلْفَلَقِ ۝ مِن شَرِّ مَا خَلَقَ

Rules here: Qalqalah (قْ in ٱلْفَلَقِ), Ikhfa (نْ + ش).

☐ Read smoothly

Exercise 3 — Surah Al-Kawthar (108:1)

إِنَّآ أَعْطَيْنَٰكَ ٱلْكَوْثَرَ

Rules here: Ghunnah (نّ with shaddah).

☐ Read smoothly

Exercise 4 — Surah An-Nas (114:1)

قُلۡ أَعُوذُ بِرَبِّ ٱلنَّاسِ

Rules here: Ghunnah (نّ in ٱلنَّاسِ with shaddah).

☐ Read smoothly

Parent/Tutor note: If the student struggles, go back to the relevant section (2–7) and practise the rule in isolation first. There is no rush.

SECTION 12 — Daily Tajweed Practice Tracker

Small Steps Every Day

Practise Tajweed for 10 minutes daily and fill one row. Regular short practice builds strong reciters!

Date	Minutes	What I Practised	My Practice Today (tick one)	Tutor Note
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	
			☐ Help needed · ☐ Some help · ☐ Mostly alone · ☐ Alone	

How to practise at home: Short daily practice. Read aloud. One rule at a time.

SECTION 13 — Parent / Tutor Progress Checklist

Where Are We Now?

Tick what the student can do.

☐ Understands what Tajweed is

☐ Applies Izhar correctly

☐ Applies Idgham (with and without Ghunnah)

☐ Applies Iqlab correctly

☐ Applies Ikhfa correctly

☐ Applies Meem Sakinah rules

☐ Pronounces Qalqalah echo correctly

☐ Holds Ghunnah for 2 counts

☐ Stretches Madd for 2 counts

☐ Distinguishes heavy and light letters

☐ Knows basic Makharij areas

☐ Identifies Tajweed rules in reading

☐ Reads with fewer Tajweed mistakes

☐ Practises Tajweed consistently

Tutor note: This checklist shows progress in basic Tajweed awareness. It does not certify Tajweed mastery — that comes with years of guided practice.

SECTION 14 — Final Practice Test

Show What You Know

Part A — Noon Sakinah Rules

Read each example and name the rule:

أَنۡعَمۡتَ

Rule: _____

☐ Read independently

☐ Read with minor correction

☐ Needs more guided practice

Part B — Meem Sakinah Rules

تَرۡمِيهِم بِحِجَارَةٍ

Rule: _____

☐ Read independently

☐ Read with minor correction

☐ Needs more guided practice

Part C — Qalqalah & Ghunnah

ٱلۡفَلَقِ

Rule: _____

إِنَّآ

Rule: _____

☐ Read independently

☐ Read with minor correction

☐ Needs more guided practice

Part D — Madd & Heavy Letters

مَٰلِكِ

Rule: _____

ٱلصِّرَٰطَ

Rule: _____

☐ Read independently

☐ Read with minor correction

☐ Needs more guided practice

Part E — Mixed Identification

Read Surah Al-Fatiha (1:7) and point out two Tajweed rules you hear:

صِرَٰطَ ٱلَّذِينَ أَنعَمتَ عَلَيهِم غَيرِ ٱلمَغضُوبِ عَلَيهِم وَلَا ٱلضَّآلِّينَ

☐ Read independently

☐ Read with minor correction

☐ Needs more guided practice

Test complete! Review weak parts with your tutor.

Final Practice Test — Answer Key

Part	Correct Answer
Part A	Izhar
Part B	Ikhfa Shafawi
Part C	Qalqalah, Ghunnah
Part D	Madd (2 counts), Heavy ص
Part E	Izhar, Izhar Shafawi

Basic Tajweed Rules — Completion Certificate

This certificate is awarded to

_____

for completing the **Basic Tajweed Rules Quick Reference & Practice Guide** and working through beginner Tajweed exercises.

This certificate recognizes completion of the workbook. It does not certify Tajweed mastery or Quran-reading proficiency, which develop with continued guided practice.

Tutor Signature	Parent/Guardian Signature	Date
_____	_____	_____

Bright Quran Online — brightquran.online

Muqadas Quran Academy

Free download from Muqadas Quran Academy —
live 1-on-1 online Quran classes for adults,
sisters, and children worldwide.

Learn with Ijazah-certified male and female tutors
in your time zone.

muqadasquranacademy.com