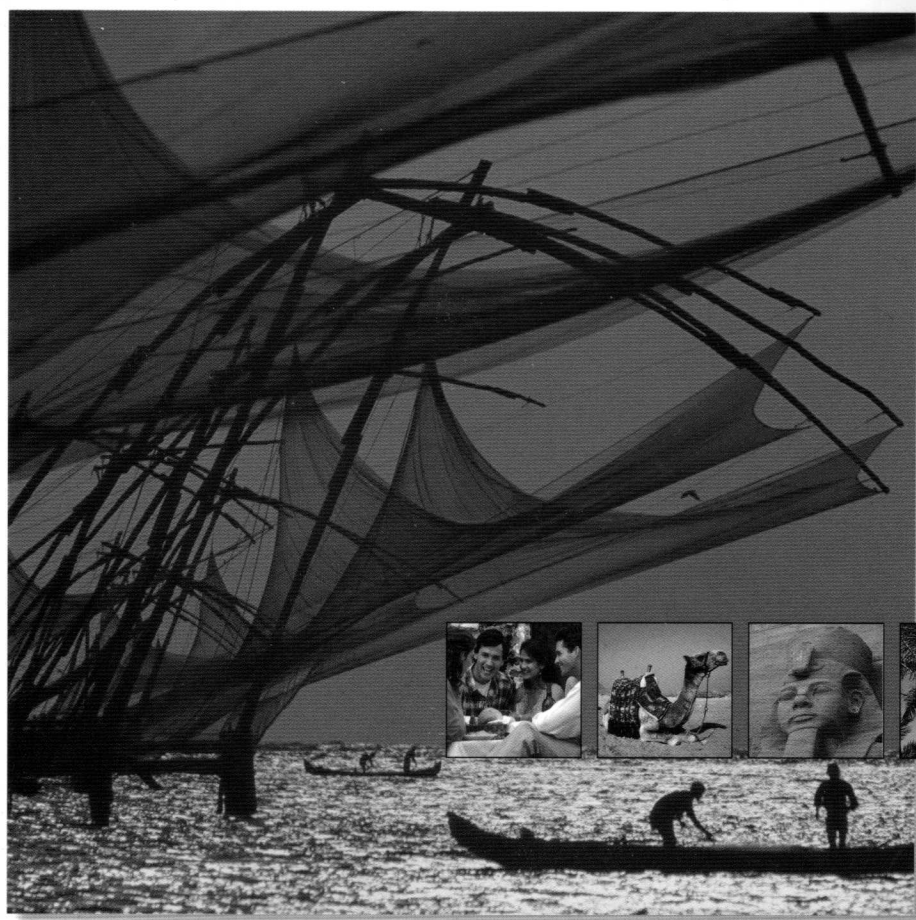
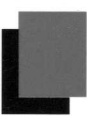


PDQ

ARABIC

QUICK LANGUAGE COURSE



 **Linguaphone**

CONTRIBUTORS

Course Director
Writers

Designers
Script Consultant
Recording Producer
Voices

Michael Buckby
Jane Wightwick/
Mahmoud Gaafar
Alan Field/Robert Bowers
John Foley
The Speech Recording Studio
John Foley
Mahmoud Gaafar
Shereen il-hakeem
Ashraf Ibrahim
Dina Sawan
Sheila Walker
Ibrahim Sadek

Photographer

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Linguaphone signature tune
composed and arranged by Ralph Allwood
Produced and recorded by Joe & Co

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Linguaphone

www.linguaphone.com

Linguaphone Group Limited
Liongate Enterprise Park
80 Morden Road
Mitcham CR4 4PH
United Kingdom

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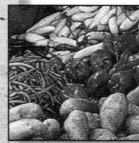
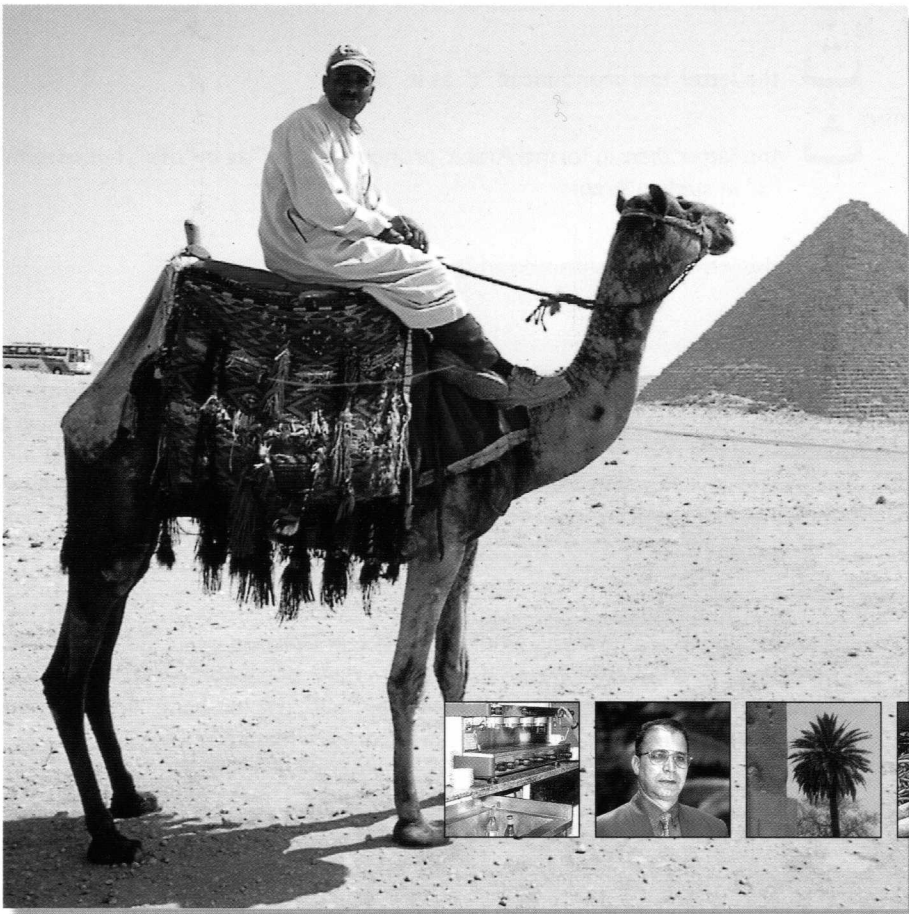
Professor Albert Sonnenfeld, AM, Ph.D. (Princeton), Officier, Ordre des Palmes Académiques, Officier, Ordre des Arts et des Lettres, Marion Frances Chevalier Professor of French and Comparative Literature, and (from 1986 through 1998) Chairman, Department of French and Italian, University of Southern California; formerly Professor of French and Chairman, Department of Romance Languages and Literatures, Princeton University.

Professor J C Wells, MA (Cantab), Ph.D. (London), FBA, Professor of Phonetics at University College London.

Christine Wilding, BA, Director of the British Institute of Florence, formerly Director of the Association for Language Learning, Chevalier dans l'Ordre des Palmes Académiques.

P.D.Q.

ARABIC



A.1 INTRODUCTION

The Arabic script is visually very pleasing. It is also often regarded by outsiders as mysterious and impenetrable. This reputation is not altogether earned as the Arabic script is actually very logical. It does take a bit of time to become familiar with how the individual letters are formed, but you will find that you can quickly start to read signs and short sentences.

Arabic is written from right to left and has an alphabet of 28 letters, only two more than English. There are no capital letters and most of the script is written "joined up". You cannot "print" Arabic in separate letters as you can with English. This can make it difficult for an untrained eye to recognise the individual letters, but you will find that you can soon make them out.

A.2 ARABIC LETTERS – GROUP I



The easiest way to get to grips with the Arabic script is to divide the letters into groups which share common features. Here is the first group of letters:

ب the letter *baa*: pronounced "b" as in "bat"

ت the letter *taa*: pronounced "t" as in "tan"

ث the letter *thaa*: in formal Arabic pronounced "th" as in "this", but usually "t" or "s" in spoken Arabic

ن the letter *noon*: pronounced "n" as in "nine"

ي the letter *yaa*: pronounced "y" as in "yes"

You can see that all the letters above have a similar shape, except that the *noon* is rounder and the *yaa* curlier. It is the position and number of dots which help identify which letter it is. Practise tracing these letters opposite and then writing them out again. Remember to write from right to left (start at the red dot). Finish the main shape first and then come back and add the dots.

A.3 JOINING LETTERS

The letters above are how you would see them in isolation or at the end of a word. When joined to a following letter, they change their shape somewhat. Most Arabic letters do this. A common change is that they lose the "tail", the left-hand "flourish", but keep the dots for recognition. Look how these letters are joined:

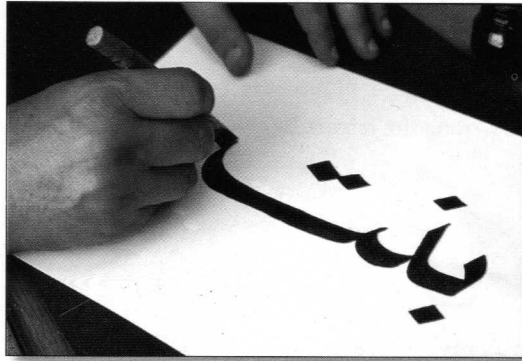
ب + ن + ي = بني (← read this way)

ي + ت + ن = يتن (← read this way)

Notice that the *noon* and *yaa* have the same shape as the other letters in this group when joined to the next letter. Practise writing the combinations opposite, first tracing and then copying. Finish the complete basic shape before coming back to add all the dots together.



ب ت ث ن ي



←

ب + ت = بت

ت + ن = تن

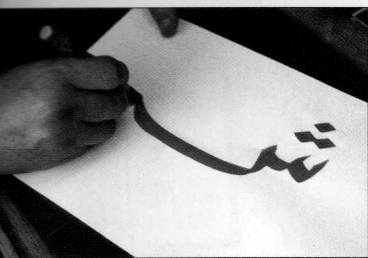
ب + ي = بي

ن + ث = نث

ب + ن + ت = بنت

ت + ي + ن = تين

A.4 ARABIC LETTERS – GROUP 2



The next group of letters is actually two mini-groups:

س

seen: pronounced “s” as in “sat”

ش

sheen: pronounced “sh” as in “she”

ج

jeem: a soft “j”, as in French “je”, but also pronounced “g” as in “gate” in Egypt

ح

haa: a strong, breathy “h”, breathe out as you say it

خ

khaa: a throaty “h”, similar to the Scottish “ch” sound as in “loch”

These letters also lose their tails when they join to the next letter:

ش + ي + خ = شيخ

ح + ب = حب (← read this way)

ي + ج + ب = يجب

ب + س = بس (← read this way)

Practise writing the letters by themselves and in combination.

A.5 ARABIC LETTERS – GROUP 3

ف

faa: pronounced “f” as in “fit”

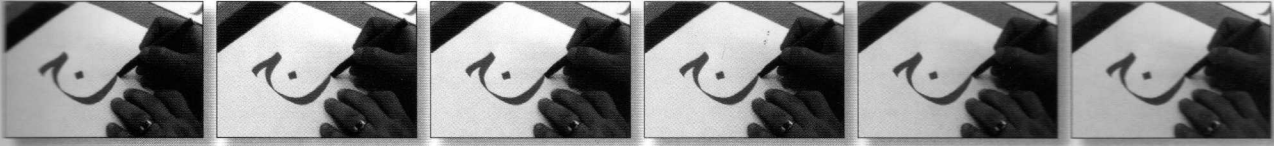
ق

qaaf: a “q” pronounced from the back of the throat, but often dropped in spoken Arabic, creating a glottal stop similar to the dropped cockney “tt” as in “bu’er”.

qaaf is rounder than faa when written with its tail, but the same shape when joined up.

Practise these two letters opposite.

Now see how many letters from groups 2 and 3 you can find in the signs opposite.



س س ش ش ج ج ح ح

ي + س + ح = يسح

ش + ن = شن

ب + خ + ت = بخت

ف ف ق ق ف ف ش ش ش ش ق ق ق ق



A.6 ARABIC LETTERS – GROUP 4

ا

alif: pronunciation varies depending on vowel (see A.7 below)

د

daal: pronounced “d” as in “dad”

ذ

DHaal: in formal Arabic, a hard “th” as in “that”, but usually “z” or “d” in spoken Arabic

ر

ray: pronounced “r” as in “red”, but more trilled

ز

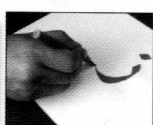
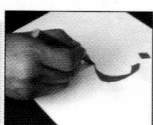
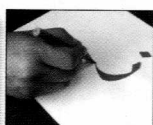
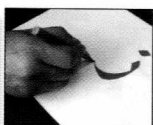
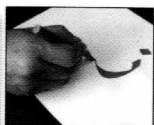
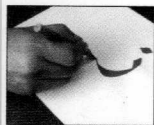
zay: pronounced “z” as in “zebra”

و

waw: pronounced “w” as in “wet”

The main feature uniting this group of letters is that they are the only 6 letters which never join to the following letter (they still join to the one before). This also means that they don't change their shape as they are always the last in a group of letters. You must remember to leave a small space after these letters before you write the next one:

د + و + ش = دوش (← read this way) ب + ا + ب = باب (← read this way)
و + ر + د = ورد (← read this way) ح + ز = حز (← read this way)



A.7 SHORT VOWELS

Arabic vowels are reasonably simple. There are three short vowels and three long vowels. However, the short vowels are not written as part of the main script, but as marks above or below the letters. A dash above the letter (َ) indicates a short a/e (as in “hat” or “net”), pronounced after the letter, e.g. بَ ba; a dash below (ِ) indicates a short i (as in “sit”), e.g. بِ bi; and an apostrophe shape above (ُ) indicates a short u/o (as in “put” or “not”), e.g. بُ bu. If the letter is not followed by a vowel you will sometimes see a small circle above (ْ). If a word starts with a vowel, the vowel is placed on the letter alif, often together with a symbol called *hamza* (ء):

أَخ (akh)

أُذُن (udhun)

إِن (in)

Arabic is somewhat loose in the pronunciation of vowels. Be prepared to hear them pronounced differently from region to region. Listen for the consonants to identify the word.

Look at the Arabic words opposite and try to match them to the equivalent below:

a shaykh (sheikh)

b bint (girl/daughter)

c anta (you)

d aswad (black)

e ab (father)

f ward (flowers)

g burj (tower)

h ena (I)

ا ا في في ر ر ز ز و و

ي + ر + ن = يرن

ت + و + ت = توت

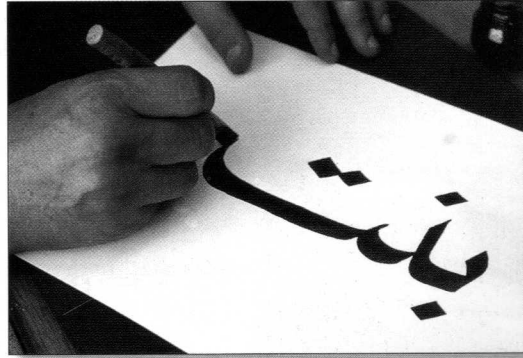
ا + د + ب = ادب

1 ورد 2 أسود

3 شيخ 4 برج

5 بنت 6 أنت

7 أب 8 أنا



A.8 ARABIC LETTERS – GROUP 6

The next six letters share common features, particularly in the way they join. They also represent unfamiliar sounds to English ears, so you should listen carefully to words in the course that contain these letters.

ص

saad: a strong “s” pronounced with the tongue on the roof of the mouth

ض

daad: a strong “d” pronounced with the tongue on the roof of the mouth

ط

taa: a strong “t” pronounced with the tongue on the roof of the mouth

ظ

zaa: a strong “z” pronounced with the tongue on the roof of the mouth, sometimes pronounced like *daad* in spoken Arabic

ع

AHAYn: the famous Arabic guttural sound; try to say “ah” from the stomach

غ

ghayn: a throaty “r”, similar to the French “r” as in “rue”

Complete the joining exercise opposite. Pay attention to how *AHAYn* and *ghayn* change.

A.9 LONG VOWELS/SHADDA

Long vowels are made by adding one of three letters into the script:

- a long “aa” sound, as in “father” or, sometimes as in “fair”, is written with an *alif* (ا), sometimes with a curly line above (آ).

- a long “ee” sound, as in “meet”, is written with a *ya’* (ي/ـي)

- a long “oo” sound, as in “boot”, is written with a *waw* (و)

Sometimes you will also find a *ya’* without its dots on the end of word (ى). This is pronounced as a short “a”. You may also see an *alif* with two strokes above at the end of a word, pronounced “an” (شكراً *shukran* – “thank you”).

Arabic uses a “w”-shaped sign called a *shadda* to indicate that a letter is doubled: سِتّ (*sitt*).

A.10 ARABIC LETTERS – GROUP 7

Practise joining the final four letters, paying special attention to *kaaf* and *haa*.

ك

kaaf: “k” as in “kettle”

ل

laam: “l” as in “lamp”

م

meem: “m” as in “mat”

ه

haa: “h” as in “hat”

Note that there is a special letter combination when *alif* follows *lam*: لا.

Look at the Arabic names 1–7 opposite and try to match them to the equivalent below:

a *shereef* (Sherif)

b *saamee* (Sami)

c *gamaal* (Gamal)

d *layla* (Leila)

e *kareem* (Karim)

f *mona* (Mona)

g *zeedaan* (Zidane)

A.8



ص ض نص ضاد حصب



ظ ط¹ ظ² ظرف يطير بط



ع غ عرب صعب فرغ قبع



A.9



A.10

ل^ه لك

ل^م لم

ل + ه + ك = لهك

ه + ل = هل

ك + م = كم

1 جمال 2 شريف 3 زيدان 4 سامي 5 ليلى 6 منى 7 كريم

الإجابات

A.10 a2; b4; c1; d5; e7; f6; g3

A.7 a3; b5; c6; d2; e7; f1; g4; h8

BEFORE YOU BEGIN

Now that you're familiar with the script, you can take your first steps in learning Arabic in unit 1. This programme will teach you spoken Egyptian Arabic – one of the most widely understood forms of Arabic. You will find that Egyptian Arabic also provides a good basis for later expanding your knowledge to other dialects or to more formal written Arabic, if that is what you want to do.

From unit 2 onwards, you'll find that the structure of each unit is consistent. Each of the units has four parts:

- Part A** is presented by Sherif and Mona and gives you the KEY LANGUAGE of the unit.
- Part B** gives you the chance to hear Sherif using the language in real-life situations in Cairo in Egypt. You will learn to use this language yourself.
- Part C** reminds you of the KEY LANGUAGE and gives you the chance to use it and have the satisfaction of realising that you can cope.
- Part D** reveals the outcome of the story you heard in part B. You should be able to understand this without any help – although help is there if you need it.

Here is a summary of the main activities you will do to achieve efficient learning:

- 1 work with the book;
- 2 listen to the recording;
- 3 stop the recording to repeat or think;
- 4 use the book and recording together.

SYMBOLS

There are four symbols used in this book:



the question mark indicates that you will find solutions at the end of the unit;

2.10

section numbers that appear in grey indicate that all the information for this activity is on the English page (i.e. the left-hand page);



the book indicates an activity which uses only the book and not the recording;



indicates CD track number for an activity.

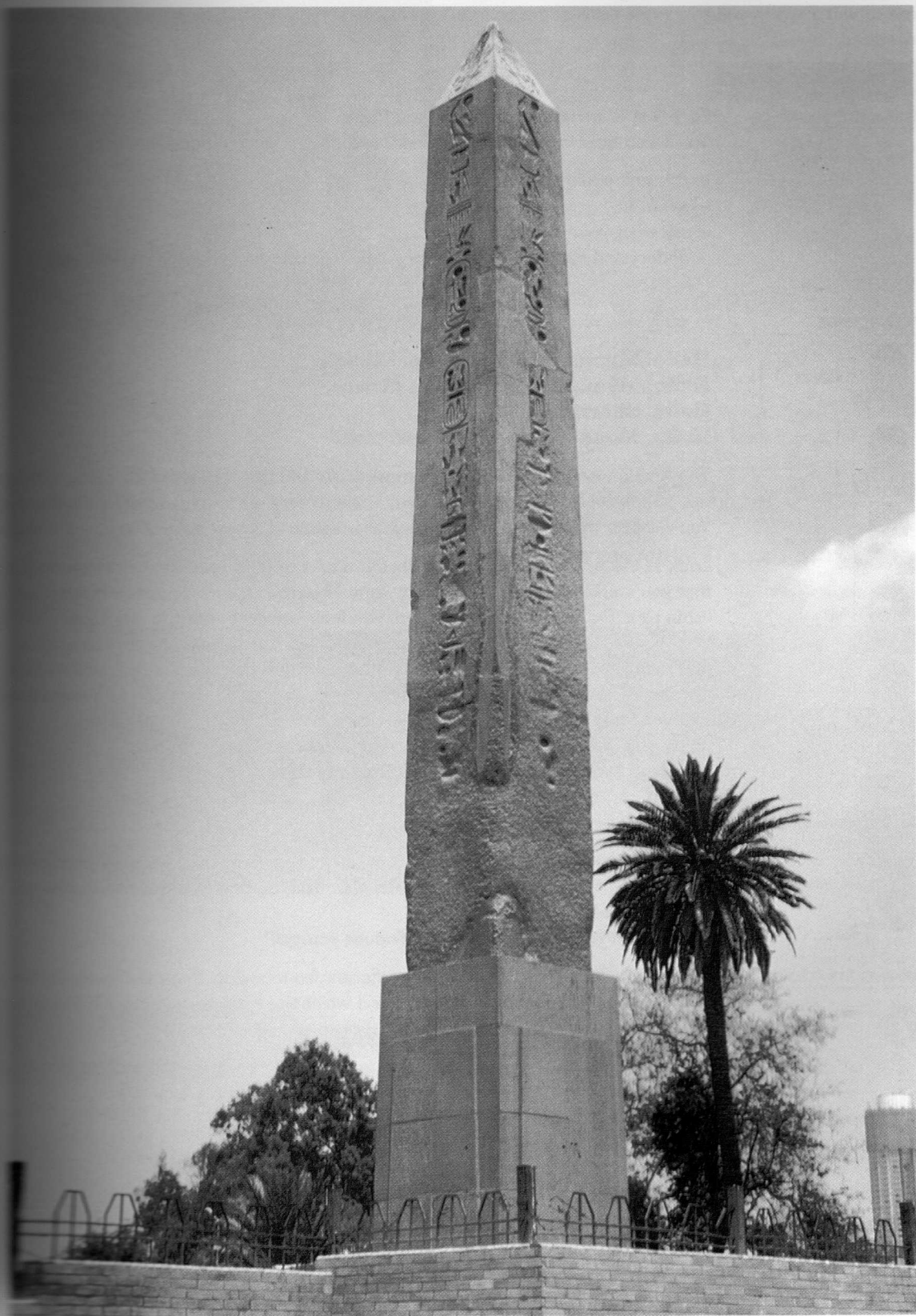
(Only relevant for the CD-based course and not for the cassette version.)

USING THE COURSE

In each unit, the most effective way to learn is to start by working on the book and the recording together. You can then use your eyes and your ears to help you to understand and learn. The book and recording will take you step by step through the unit. You'll see that the English advice and explanations are always on the left-hand page and that the Arabic they refer to is always opposite, on the right-hand page.

When you feel confident with the language, you can work with just the recording. Listen to it as often as you can – in the car, on the train, while doing the housework, for example. This repeated playing will help you to learn the language and to become really confident and fluent. Sometimes you can listen very carefully and repeat what you hear. At other times you can just have it in the background while you relax or do something else. All this will help you to progress quickly in the fast lane to learning Arabic.





Welcome to unit 1 which will give you a taste of the course. You may be very pleasantly surprised by how much you can understand.

PART A: KEY LANGUAGE

1.1 SHERIF AND MONA

01

Each unit is introduced by Sherif and Mona. They guide you through the KEY LANGUAGE. You'll also hear it being used by Sherif and the people he meets in Cairo.

In this unit you'll learn how to:

- say *hello*;
- say what your name is;
- understand many useful Arabic words and pronounce them the Arabic way.

1.2 KEY LANGUAGE

In each unit, you'll be presented with the KEY LANGUAGE. Here it is for unit 1.

02



Hello! My name's Sherif (I'm Sherif).

Hello! My name's Mona (I'm Mona).

Hello, Sherif!

Hello, Mona!



The Arabic word أهلاً (ahlan) is the most useful and universal word for *hello*, although مرحباً (marhaban) – meaning *welcome* – is also very common (you will meet this in unit 2). You will hear many other greetings, but as a learner it is best to stick to one of these two.

03



Look at the Arabic and make sure that you take time to read the words carefully and that you know what each sentence means. Then follow each sentence in the book as you listen to it. Do this several times until you feel confident with the sentences. Then play them again and repeat after each sentence. When this seems easy, try saying each sentence with each speaker, imitating the speed and the accent. This is an excellent learning technique which you can use throughout the course. It can be summarised as:

- (i) read and listen;
- (ii) read, listen and repeat after the Arabic speakers;
- (iii) read, listen and repeat with the Arabic speakers.



PART B: LANGUAGE IN ACTION

1.3 OVER TO YOU

04



Now you can use the language you have learned. Look at the photos of people (a-d) and the KEY LANGUAGE opposite and decide what each person would say to introduce himself/herself.

How would you greet Mona and introduce yourself?

1.4 LEARNING STRATEGIES

05



Although at first Arabic sounds very different from English, there are many English words which have been adopted into Arabic and which are used in everyday life. These words will help you to understand the gist of spoken and written Arabic.

06

Now try to read these words and decide which one belongs with each of the photos opposite. Then write the words below the pictures, as in the example.

١ بَنَك ٢ كُمْبِيُوتَر ٣ رَادِيُو ٤ كَافِيَتَرِيَا



«أهلاً! أنا اسمي شريف.»

ahlan! ena ismee shereef.

أهلاً! أنا اسمي شريف. ahlan! ena ismee shereef.

أهلاً! أنا اسمي منى. ahlan! ena ismee mona.

أهلاً شريف! ahlan shereef!

أهلاً منى! ahlan mona!



عايدة



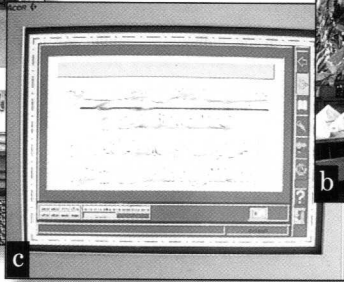
جمال



ليلي



منى



راديو

1.5 VOCABULARY

CD1 07 08
09 10
11 12

You already understand a lot of Arabic words, and you can prove it. Cover up the English words below and look at the list of Arabic words on the page opposite. Tick all those you know, can work out, or guess.

Then check with the list on this page, and learn those you didn't know. You could copy them and their Arabic equivalents into a notebook (the very act of writing them down will help you to learn them and improve your handwriting) and carry it around with you, learning a few words whenever you've a spare moment. In each unit, you'll be given a useful hint about how to learn words. Use techniques which work for you whenever you try to learn new words and phrases.

1 hello	4 cafeteria (snack bar)	8 please (to a woman)	12 Mr, sir
2 my name's Sherif	5 bank	9 yes	13 Mrs, madam
3 hotel	6 coffee	10 taxi	14 Miss
	7 please (to a man)	11 Mina Hotel	15 waiter!

1.6

13 14

You can now read and listen to some short dialogues. This will give you just a taste of what you will learn. On the page opposite is a transcript of these extracts. This is the English equivalent.

THE CAFETERIA

Sherif Waiter! A coffee, please.

Waiter A coffee. Yes.

THE TAXI

Sherif Mina Hotel, please.

Taxi driver Mina Hotel ?

Sherif Yes. Mina Hotel.

THE HOTEL

Receptionist Hello, sir.

Sherif Hello, Miss.

My name's Sherif Mansour.



PART C: TEST YOURSELF

1.7

15 ?

Now that you can really understand all the language you've met, practise saying it. Listen to the recording again as you look at the Arabic text. Repeat each sentence, after and then with the speakers, until you're sure you've learned it and you can say it with a good accent.

Then try adapting some of the sentences you've learned, using other words you know, in order to say different things. Think how you'd say:

- a Ibis Hotel, please;
- b Hello... (the name of the person you're speaking to);
- c My name is... (your name);
- d Hello, Mr Sherif.

Now try completing the sentences opposite in Arabic. Look at the Script Introduction and Vocabulary section if you need help.



- | | | | | | | | | | | | |
|---|---------------------|--------|---|---------------|--------------|----|----------------|--------------|----|--------------|--------|
| ۱ | أَهْلًا | ahlan | ۴ | كافيتيريا | kaafeetiryaa | ۸ | مِنْ فَضْلِكَ | min faDlik | ۱۲ | أُسْتَاذ | ustaaZ |
| ۲ | أَنَا اسْمِي شَرِيف | | ۵ | بَنْك | bank | ۹ | نَعَمْ | nAHm | ۱۳ | مَدَام | madaam |
| | ena ismee shereef | | ۶ | قَهْوَة | qahwa | ۱۰ | تَاكْسِي | taaksee | ۱۴ | أَنِسَة | aanisa |
| ۳ | فُنْدُق | funduq | ۷ | مِنْ فَضْلِكَ | min faDlak | ۱۱ | فُنْدُق مِينَا | funduq meena | ۱۵ | يَا حَرْسُون | |



السائق فندُق مينا؟ funduq meena?

شَرِیف نَعْم! فُنْدُق مِینَا. funduq meena.

الفندق *al-funduq*

المُوظَّفة أَهْلًا يَا أُسْتَاذ! ! *ahlan yaa ustaaz!*

شَرِيف أَهْلًا يَا آنَسَةَ! ahlan yaa aanisa!

أَنَا إِسْمَى شَرِيف مَنصُور.

ena ismee shereef mansoor.

الكافيتريا *al-kaafeetiryaa*

شَرِيف يَا جَرَسُون! قَهْوَةٌ، مِنْ فَضْلِكَ.

yaa garsoon! qahwa, min faDlak.

جَرَسُون قَهْوَة، نَعْم. qahwa, nAHm.

at-taaksee التاكسي

شَرِيف فُنْدُق مِينَا، مِنْ فَضْلِكَ.

funduq meena, min faDlak.

١ فُنْدُق مِينَا، مِنْ

٢ أَنَا إِسْمِي _____ مَنصُور.

۳ یا جَرَسُون! _____، مِّنْ فَضْلِكَ!