

# ARABIC

*in 10 minutes a day*<sup>®</sup>

A complete  
language-  
learning kit!



Bilingual Books, Inc.

# The Concept

Do a little bit every day! The *10 minutes a day*<sup>®</sup> approach is designed for you to succeed. What is important is that you spend a little time every day on your new language.

Let the process be fun. There is no set speed or time limit. You set the pace. If you are enjoying what you are learning, don't stop even if you have been working for an hour. We wish you all the success in the world in learning your new language.

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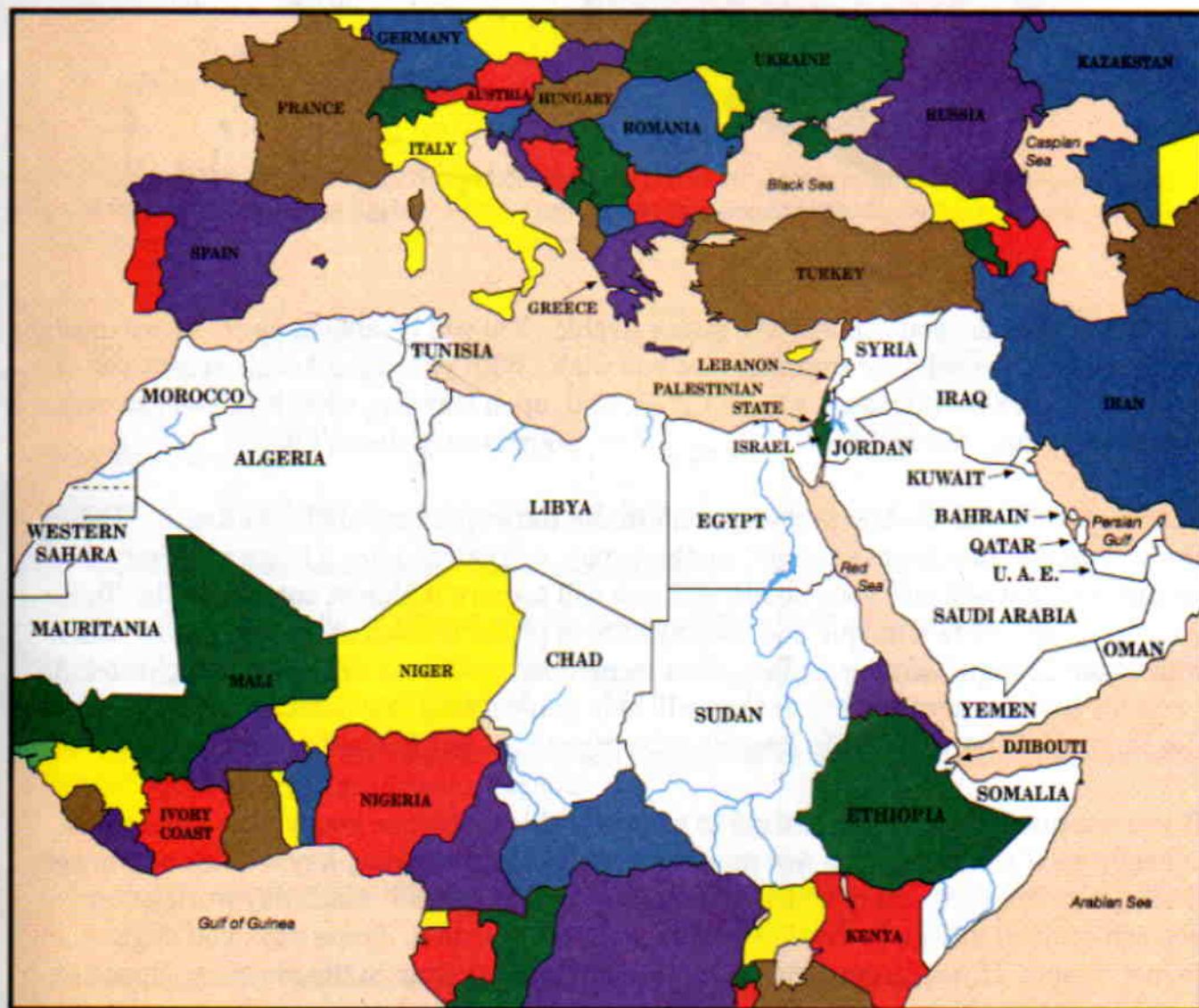
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*in 10 minutes a day*<sup>®</sup>

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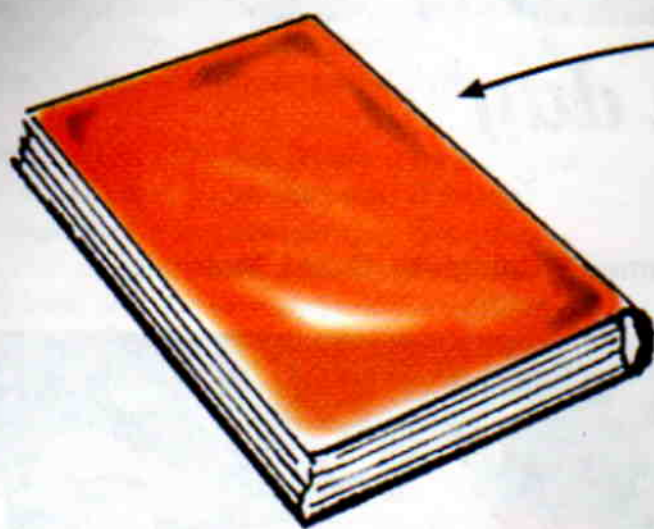
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# Can you say this?



(*heh-daa*) (*maa*)

ما هذا؟ ←

this what (is)

(*kee-taab*) (*heh-daa*)

هذا كتاب. ←

(a) book this (is)

(*al-kee-taab*) (*oo-ree-do*)

أريد الكتاب. ←

the book I want

If you can say this, you can learn to speak Arabic. You will be able to easily order meals, concert tickets, snacks, or anything else you wish. With your best Arabic accent you simply ask (*heh-daa*) (*maa*) "ما هذا؟" ← and, upon learning what it is, you can order it with (*heh-daa*) (*oo-ree-do*) "أريد هذا." ← Sounds easy, doesn't it?

The purpose of this book is to give you an **immediate** speaking ability in Arabic. Using the acclaimed "10 minutes a day®" methodology, you will acquire a large working vocabulary that will suit your needs, and you will acquire it almost automatically. To aid you, this book offers a unique and easy system of pronunciation above each word which walks you through learning Arabic. Just remember, you read Arabic from right to left. Look for the blue arrows (←) as they will help you develop this habit. Remember to read the English phonetics and the English subscripts from left to right as usual!

If you are planning a trip or moving to where Arabic is spoken, you will be leaps ahead of everyone if you take just a few minutes a day to learn the easy key words and phrases that this book offers. Start with Step 1 and don't skip around. Each day work as far as you can comfortably go in those 10 minutes. Don't overdo it. Some days you might want to just review. If you forget a word, you can always look it up in the glossary. Spend your first 10 minutes studying the map on the previous page. And yes, have fun learning your new language.

As you work through the Steps, always use the special features which only the "10 minutes a day®" Series offers. This Series includes sticky labels and flash cards, puzzles and quizzes. Plus, when you have completed the book, cut out the menu guide at the back and take it along on your trip.

When you first see words like **كِتَاب** and **مِصْر** Arabic can appear forbidding. However, Arabic is a logical language once you learn how to decode these letters and you remember to read from right to left. A wide variety of regional Arabic dialects is spoken. Key is that you learn the standard Arabic presented in this book, and at the same time are prepared for variations in pronunciation depending upon where your travels take you.

In these letters, the dots are the only way to differentiate one letter from another.

(q) (f) ف ق	(z) (r) ر ز	(sh) (s) س ش	(n) (b) ب ن	(varies) (') ع غ
(Th) (T) ط ظ	(D) (ss) ص ض	(lh/d) (d) د ذ	(ee) (aa/ah) ي ي	(varies) (H) (zh) ح ح خ

Vowels in Arabic look like dashes or symbols above or below the Arabic letters. These vowels make it easier for you to pronounce Arabic. Later when you are more comfortable with the language you will not need them anymore.



### Hints, Tips and Guidance:

- Sometimes we will include two sets of words as both are commonly used. It doesn't hurt to learn both!
- You will encounter masculine and feminine words indicated by (♂) and (♀).
- Some Arabic letters do not connect with the following letter. Don't let it surprise you.
- When you see the letter "r" or "L" or "n" in the phonetics, pronounce the letter just as you would if you were spelling out a word in English.
- You will see some English words in parentheses underneath the Arabic. This indicates there isn't a corresponding Arabic word for the English.

◌◌ a marker doubling (lengthening) the sound of the letter

◌◌ a special ending with the pronunciation "ahn"

ة/ة pronounced "ah" except when linked to the next word and pronounced "t"

(la) ◌◌ the combination of ل = ل + ل ←

Certain combinations of letters and vowels will create completely different sounds than you might anticipate. Just try to learn the words as you see them and eventually these patterns will emerge.

On the next page you will find a listing of all Arabic letters in Arabic alphabetical order. Many Arabic letters change their appearance depending upon whether they are at the beginning of a word, the middle or the end. Practice, practice, practice and then practice some more!

Carefully designed phonetics appear above each word to help you learn to pronounce the Arabic. Sometimes the phonetics may seem to contradict this pronunciation guide. Don't panic. The easiest and best possible phonetics have been chosen for each individual word. Pronounce the phonetics just as you seen them. Don't over-analyze them. Speak with an Arabic accent and, above all, enjoy yourself.

English Sound	Arabic			Arabic Letter
	Final	Medial	Initial	
ah / eh / aa	ا	ا	ا	ا
b	ب	ب	ب	ب
t	ت	ت	ت	ت
th (as in think)	ث	ث	ث	ث
zh / j	ج	ج	ج	ج
H <sup>ⓐ</sup>	ح	ح	ح	ح
h / hk / kh <sup>ⓑ</sup>	خ	خ	خ	خ
d	د	د	د	د
th (as in this) / d	ذ	ذ	ذ	ذ
r (rolled)	ر	ر	ر	ر
z	ز	ز	ز	ز
s	س	س	س	س
sh	ش	ش	ش	ش
SS (strong)	ص	ص	ص	ص
D (emphatic d)	ض	ض	ض	ض
T (emphatic t)	ط	ط	ط	ط
Th (emphatic th)	ظ	ظ	ظ	ظ
' <sup>ⓐ</sup> / almost an "r" sound	ع	ع	ع	ع
gh / gr / r <sup>ⓑ</sup>	غ	غ	غ	غ
f	ف	ف	ف	ف
q / k <sup>ⓐ</sup>	ق	ق	ق	ق
k	ك	ك	ك	ك
l	ل	ل	ل	ل
m	م	م	م	م
n	ن	ن	ن	ن
h	ه	ه	ه	ه
w / oo (as in boat)	و	و	و	و
ee / y (as in yes)	ي	ي	ي	ي
varies <sup>ⓐ</sup>				ا

ⓐ strongly aspirated as if you were blowing out a candle from the back of your throat  
 ⓑ breathe hard, almost like gargling, or think of the *ch* in the Scottish word *loch*  
 ⓓ glottal stop, like the pause in *uh-oh*

ⓐ sound you make when you gargle  
 ⓑ raise at the back of your throat  
 ⓓ may be a short pause like a silent musical beat

# Key Question Words

When you arrive in an Arabic-speaking country such as <sup>(al-oor-dooq)</sup>الأردن ← <sup>(meess-ur)</sup>مصر ← <sup>(al-ma-greb)</sup>المغرب ← or

<sup>(loob-naan)</sup>لبنان ← the very first thing you will need to do is ask questions — “Where is the bus stop?”

“Where can I exchange money?” “Where <sup>(eye-na)</sup>(أَيْنَ) ← is the lavatory?” “<sup>(eye-na)</sup>أَيْنَ ← is a restaurant?”

“<sup>(eye-na)</sup>أَيْنَ ← is a taxi?” “<sup>(eye-na)</sup>أَيْنَ ← is a good hotel?” “<sup>(eye-na)</sup>أَيْنَ ← is my luggage?” and the list will go on

and on for the entire length of your visit. In Arabic, there are many question words, but let’s focus on these EIGHT KEY QUESTION WORDS. For example, the eight key question words will help you find out exactly what you are ordering in a restaurant before you order it — and not after the

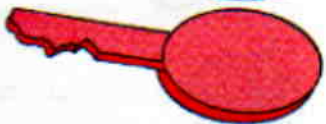
surprise (or shock!) arrives. Take a few minutes to study and practice saying the eight key


question words listed below. Then cover <sup>(al-r-ra-be-ya)</sup>العربية ← and fill in each of the blanks with the


matching Arabic <sup>(ka-lee-ma)</sup>كلمة ←  
word


\_\_\_\_\_ WHERE = <sup>(eye-na)</sup>أَيْنَ ← 


\_\_\_\_\_ WHAT = <sup>(may-daa)</sup>ماذا / <sup>(maa)</sup>ما ← 


مَنْ مَنْ مَنْ مَنْ مَنْ WHO = <sup>(men)</sup>مَنْ ← 

\_\_\_\_\_ WHEN = <sup>(meh-ta)</sup>متى ← 

\_\_\_\_\_ HOW = <sup>(kay-fa)</sup>كيف ← 

\_\_\_\_\_ WHY = <sup>(lee-may-daa)</sup>لماذا ← 

\_\_\_\_\_ HOW MANY = <sup>(kem)</sup>كم ← 

\_\_\_\_\_ HOW MUCH (price) = <sup>(be-kem)</sup>بكم ← 

Now test yourself to see if you really can keep these <sup>(ka-lee-maat)</sup> **كلمات** ← straight in your mind. Draw

lines between <sup>(al-r-ra-be-ya)</sup> **العَرَبِيَّة** ← and the English equivalents below.



how much

why

what

who

how

where

when

how many

<sup>(maa)</sup>

**مَا** ←

<sup>(kay-fa)</sup>

**كَيْفَ** ←

<sup>(be-kem)</sup>

**بِكَمْ** ←

<sup>(eye-na)</sup>

**أَيْنَ** ←

<sup>(lee-may-daa)</sup>

**لِمَاذَا** ←

<sup>(meh-ta)</sup>

**مَتَى** ←

<sup>(kem)</sup>

**كَم** ←

<sup>(men)</sup>

**مَنْ** ←



Examine the following questions containing these <sup>(ka-lee-maat)</sup> **كلمات** ←. Practice the sentences out loud

<sup>(wa)</sup>

**وَ** ←

and

then practice by copying

<sup>(al-r-ra-be-ya)</sup>

**العَرَبِيَّة** ←

the Arabic

in the blanks underneath each question.



<sup>(heh-daa)</sup> <sup>(maa)</sup>

**مَا هَذَا؟** ←

this what (is)



<sup>(Haa-lik)</sup> <sup>(kay-fa)</sup>

**كَيْفَ حَالُكَ؟** ←

are you (I) how



<sup>(heh-daa)</sup> <sup>(eye-na)</sup>

**أَيْنَ هَذَا؟** ←

this where (is)



<sup>(naa-koo-foo)</sup> <sup>(meh-ta)</sup>

**مَتَى نَأْكُلُ؟** ←

do we eat when



<sup>(heh-da-he)</sup> <sup>(be-kem)</sup>

**بِكَمْ هَذِهِ؟** ←

this how much



<sup>(hoo-sea)</sup> <sup>(men)</sup>

**مَنْ هُوَ؟** ←

he who (is)

<sup>(eye-na)</sup>

**“أَيْنَ؟”** ←

where

<sup>(ka-lee-ma)</sup>

**كَلِمَةٌ** ←

word

<sup>(al-r-ra-be-ya)</sup>

**العَرَبِيَّة** ←

Arabic

will be your most used question. Say each of the following sentences aloud. Then write out each sentence many times. This is a great way to practice your Arabic handwriting! Repeat each sentence until you are comfortable with it. The blue arrows are

6 there to remind you to read and write from right to left!



(ah-kaam-maam) } الحَمَامُ؟  
the toilet  
(al-meer-Haad) } المِرْحاضُ  
the lavatory  
(eye-na) } أَيْنَ  
where (is)

(ah-taak-see) } التَّكْسِي؟  
the taxi  
(eye-na) } أَيْنَ  
where (is)

(al-Haa-fee-la) } الحَافِلَةُ؟  
the bus  
(al-oo-too-bees) } الأوتوبيس؟  
the bus  
(eye-na) } أَيْنَ  
where (is)



أَيْنَ

أَيْنَ

(al-ma-Tahm) } المَطْعَمُ؟  
the restaurant  
(eye-na) } أَيْنَ  
where

(al-bahnk) } البَنْكُ؟  
the bank  
(eye-na) } أَيْنَ  
where

(al-foon-dooq) } الفَنْدُقُ؟  
the hotel  
(eye-na) } أَيْنَ  
where



(na-ahm) } نَعَمْ you can hear similarities between (al-r-ra-be-ya) } العَرَبِيَّةُ and (al-een-zhlee-zee-yah) } الإنجليزِيَّةُ. Don't let the Arabic alphabet confuse you. Just work through each word, letter by letter. Listed below are three related words built around three core letters called the root. Letters are added around the root, but the common core remains. Can you find the root in each of these words? Be sure to say each (ka-lee-ma) } كَلِمَةٌ aloud (wa) } وَ then write out (al-r-ra-be-ya) } العَرَبِيَّةُ in the blank to the left.

Arabic alphabet confuse you. Just work through each word, letter by letter. Listed below are three related words built around three core letters called the root. Letters are added around the root, but the common core remains. Can you find the root in each of these words? Be sure to say each

each (ka-lee-ma) } كَلِمَةٌ aloud (wa) } وَ then write out (al-r-ra-be-ya) } العَرَبِيَّةُ in the blank to the left.

_____	دَرَسَ	to study..... (da-ra-sa) .....	دَرَسَ <input type="checkbox"/>
_____		school..... (ma-dra-sa) .....	مَدْرَسَةٌ <input type="checkbox"/>
_____		lesson..... (dars) .....	دَرْسٌ <input type="checkbox"/>

Additional fun (ka-lee-maat) } كَلِمَاتٌ like these will appear at the bottom of the following pages in a yellow color band. They are easy to learn because they are related to each other—enjoy them!

