

COURSE TITLE : ARABIC – YEAR 1 (CERTIFICATE COURSE)

Target Audience :

Absolute beginners who wish to work in Arab countries, read simple Arabic texts, watch films, or listen to songs and understand basic Arabic.

Duration :

2 Semesters × ~ 64 hours each (3–4 hours per week) → Total ~128 hours

Methodology

Communicative approach integrating grammar with listening, speaking, reading, and writing. Focus on practical usage for daily life, work, and cultural understanding.

Course Introduction :

This beginner-level Arabic course is designed to give students a solid foundation in the language while focusing on practical communication. Students will learn to read, write, listen, and speak basic Arabic, enabling them to :

- I. Introduce themselves and engage in simple conversations.
- II. Understand and use common phrases in everyday situations.
- III. Read simple texts, such as short stories, menus, etc
- IV. Comprehend basic conversational (Arabic simple songs, films, or videos).
- V. Prepare for further studies or professional use in Arab countries.

The Course emphasizes on a **step-by-step approach**, starting from the Arabic alphabet and simple sentences, then, gradually building grammar, vocabulary, and functional communication skills.

Learning Objectives

Semester 1 – Arabic Foundations (64 hours)

By the end of Semester 1, students should be able to :

- I. Recognize, write, and pronounce Arabic letters and sounds accurately.
- II. Understand basic grammar concepts such as nouns, verbs, adjectives, and simple sentence structures.
- III. Read and write simple sentences correctly.
- IV. Introduce themselves and ask/answer basic questions.
- V. Describe people, objects, locations, and everyday routines.
- VI. Engage in short conversations using greetings, family, work, hobbies, and basic descriptions.

- VII. Apply fundamental sentence patterns, including nominal and verbal sentences, definite/indefinite nouns, prepositions, and conjunctions.

Semester 2 – Expanding Communication & Grammar (64 hours)

By the end of Semester 2, students should be able to :

- I. Use transitive and intransitive verbs in context.
- II. Express possession, past actions, and time-related events.
- III. Apply singular, dual, and plural forms correctly (including broken and sound plurals).
- IV. Form sentences in the passive voice and with common auxiliary verbs (e.g., Kāna and Inna & sisters).
- V. Ask and answer more complex questions using interrogatives.
- VI. Participate in practical conversations: shopping, travel, work, and social interactions.
- VII. Tell short stories, describe events, and narrate plans using past, present, and future tenses.
- VIII. Integrate vocabulary, grammar, and cultural knowledge into spoken and written communication.

Semester 1

Week	Grammar Elements	Hours (Grammar)	Speaking / Conversation Topics	Hours (Speaking)
1	Introduction, Alphabet, Pronunciation(Alphabet overview, writing direction, history)		Greetings, spelling names	
2	Vowels (Short & long vowels), Diphthongs(ay, aw), Orthographic Signs (sukūn, shadda, tanwīn)		Reading aloud names, simple words	
3	Definite Article (al-), Cases (nominative, accusative, genitive (intro), Gender– masculine & feminine nouns		Talking about familiar objects "the book", "the chair" Talking about family members	
4	Subject & Predicate, Prepositions		"This is my house" / "The market is big" Describing location: "The book is on the table"	

5	Delayed Subject, Personal Pronouns		Talking about people / family	
6	Construct State (iḍāfa) + Noun Qualified + Adjective		Describing possessions "The teacher's car" Describing people, cities, or weather -- for instance, "The book is interesting"	
7	Past Tense Verb		Talking about yesterday	
8	Present Tense Verb		Talking about daily routine Talking about your job / studies	
9	Imperative Verb + Negative Imperative		Giving instructions, Giving directions in town, Polite instructions : "Don't touch"	
10	Indefinite Noun, Definite Noun, Declinable, Indeclinable		Describing objects around you	
11	Nominal & Verbal Sentence		Describing pictures or events	
12	Conjunctions, Demonstrative Pronouns(hādhā, hādhihi, hā'ulā').		Linking sentences Linking sentences in a short story	
13	Primitive Triliteral Verb, Interrogatives (man, mā, hal, ayyu.) "Which"		Asking questions Asking for details : "Which one?"	
14	"Very", Negation((lā, mā, laysa).), The Vocative Particles (yā, etc.), The Particles of Future (sa-, sawfa).		Talking about things you don't do Calling someone's attention politely Inviting friends, making plans Talking about plans for	

			next week.	
15	Definite Article (review), "Also"(aydan)., Diptote		Adding more information in conversation Talking about hobbies Using them in basic descriptions (Diptote)	
16	Semester review & assessment		Short role-play conversations and grammar	

Semester 2

Week	Grammar Elements	Hours (Grammar)	Speaking/Conversation Topics (Grammar Application)	Hours (Speaking)
1	Intransitive Verb, Transitive Verb – verbs that do or do not take an object, e.g., “he sleeps” vs. “he eats an apple”		Describing daily actions and events using correct verb forms	
2	Qad – particle indicating past or completed action; Particles of Reply – short words used to agree / disagree politely, e.g., لا / نعم		Talking about past actions and politely Agreeing / disagreeing in conversations	
3	Five Nouns (الأسماء الخمسة) – nouns with special plural / possessive endings Feminine by Usage – rules for forming feminine nouns		Discussing possessions and things you own using proper noun forms	
4	To have (لدي) – expressing possession ; Joining Hamza (همزة الوصل) – connecting words starting with a hamza to previous words smoothly		Stating what you have or need, using connected forms smoothly in sentences	
5	Infinitive (المصدر) – basic verbal noun form; Alif Maqsūra (ى) – orthographic rule for writing final long ‘a’		Making appointments and talking about plans using infinitives correctly	
6	Time expressions, Months – vocabulary and sentence		Narrating past trips and events using proper time	

	structures to tell time and dates		expressions	
7	Weak Verb (الأفعال المعتلة) – verbs with weak letters like و or ي; Adverb of Time – words that indicate when an action happens		Giving directions and describing when / where actions happen with correct verb forms	
8	Adverb of Place – words indicating location; Doubled Verb (الفعل المضاعف) – verbs with repeated root letters		Talking about locations, movement, and repeated actions accurately	
9	Dual (المثنى), Dual in Construct State – forming and using two items, and dual in possessive/genitive constructs		Describing pairs of objects or people, practicing dual forms in context	
10	Broken Plural (جمع التكسير), Sound Masculine Plural (جمع المذكر السالم) – different ways of forming plurals in Arabic		Describing groups of people / things and narrating events with correct plurals	
11	Sound Feminine Plural (جمع المؤنث السالم), Passive Verb (المبني للمجهول) – feminine plural endings ; forming passive voice		Talking about activities and events in passive voice Describing actions performed by others	
12	Functional vocabulary : Days, weather, seasons + Inna and its sisters (إِنَّ وَأَخَوَاتُهَا) – accusative particles that introduce nominal sentences		Discussing weather and daily routines while forming nominal sentences with Inna and its sisters	
13	Cultural conversation: shopping vocabulary + Kāna and its sisters (كَانَ وَأَخَوَاتُهَا) – past tense auxiliaries that change the nominal sentence's predicate		Role-playing shopping or travel situations, describing past states/events using Kāna and its sisters	
14	Integrated conversation: travel, at work, social events + Kāna and its sisters (review/application) – further practice using Kāna and its sisters in real		Inviting friends, scheduling meetings, and talking about past / future events using Kāna and its sisters	

	contexts			
15	Review all grammar in speaking activities – combine all previous grammar in conversation and storytelling		Storytelling exercises incorporating past, present, and future tenses, plurals, duals, and nominal sentences	
16	Final oral and written assessment		Real-life role-play exam covering all grammar topics	

Recommended Arabic Language Learning Books :

1. Rahman, S. A. (2010). *Teach Yourself Arabic*. New Delhi : Goodword Books.
2. Rafi'el-Imad Faynan (1998). *Essential Arabic*. New Delhi : Goodword Books.
3. سلسلة مؤلفات أ.د. حسن منديل (لغة العربية لغير الناطقين بها : طرائق ميسرة لتعليم العربية – لغة ثانية Book 5) العكيلي
Roman Transliteration : *Lughatu-l-'Arabiyyah li-Ghayri al-Natiqin Biha: Turuq Maysarah Li-Ta'lim al-'Arabiyyah – Lughah Thaniyah (Silsilat Mu'allafat A.D. Hassan Mandeel al-'Aqili, Book 5) – أ.د. حسن منديل حسن العكيلي – Publisher: Kindle Edition.*
