

1. IN MOST CASES THE THREE LETTERS OF **الْفِعْلُ الْمَاضِي** HAVE FATHAS ON THE **وَاحِدٌ مُذَكَّرٌ غَائِبٌ** KALIMAHs. **ف ، ع ، ل**
 Eg : **دَخَلَ ، قَعَدَ ، جَلَسَ ، بَلَغَ ، نَشَرَ**
2. SOMETIMES THE **عَيْنُ الْكَلِمَةِ** HAS A KASRAH.
 Eg : **سَمِعَ ، شَرِبَ ، حَمِدَ ، شَهِدَ ، ضَحِكَ ، فَهِمَ**
3. AND SOMETIMES THE **عَيْنُ الْكَلِمَةِ** EVEN HAS A DHAMMAH.
 Eg : **قَرُبَ ، بَعُدَ ، كَرُمَ ، بَصُرَ ، كَثُرَ**
4. WHEN SEARCHING FOR A WORD IN THE ARABIC DICTIONARY, LIKE ENGLISH YOU WILL SEARCH FOR THE FIRST LETTER, THEN SECOND LETTER, THEN THIRD AND SO ON.
 A) THE DIFFERENCE IS, YOU WILL NOT SEARCH FOR EVERY LETTER FROM THE BEGINNING.
 B) RATHER YOU WILL FIGURE OUT THE THREE OR FOUR ROOT LETTERS AND SEARCH FOR THOSE IN THAT ORDER. *فاء كلمة then عين كلمة then لام كلمة*
 C) YOU WILL FIND EACH WORD WITH ITS BASIC ROOT LETTERS SAME AS THE **وَاحِدٌ مُذَكَّرٌ غَائِبٌ** OF **الْفِعْلُ الْمَاضِي**. *Because واحد مذكر غائب has no additional letters*
 D) YOU WILL SEE ALL WORDS WITH THE SAME ROOT LETTERS ARE GROUPED TOGETHER. *كاتب ، مكتوب ، مكتب ، كتاب ، كُتِبَ ، كُتِبَ*
5. COMMON WORDS IN THE QURAN: **فَعَلَ** (TO DO) WITH ITS DIFFERENT FORMS COMES 108 TIMES IN THE QURAN. **جَعَلَ** (TO MAKE) COMES 346 TIMES. **نَصَرَ** (TO HELP) 92 TIMES. **ذَكَرَ** (TO REMEMBER) 163 TIMES. **عَبَدَ** (TO WORSHIP) 124 TIMES.
6. THE PAST TENSE **الْفِعْلُ الْمَاضِي** IS OF TWO TYPES (1) **الْمَعْرُوفُ** THE ACTIVE.
 (2) **الْمَجْهُولُ** THE PASSIVE.
 A) THE ACTIVE IS WHEN THE SUBJECT OF THE VERB IS KNOWN. **كُتِبَ زَيْدٌ كِتَابًا**
or mentioned
 ZAID WROTE A BOOK.
 B) THE PASSIVE IS WHEN THE SUBJECT OF THE VERB IS NOT INDICATED. **كُتِبَ كِتَابٌ**
 A BOOK WAS WRITTEN.
7. YOU WILL PUT A DHAMMAH ON THE **فَاءُ الْكَلِمَةِ**, A KASRAH ON THE **عَيْنُ الْكَلِمَةِ**, AND LEAVE THE FATHAH ON THE **لَامُ الْكَلِمَةِ**.

Conjugation			Passive Conjugations
3 rd person	Masculine	Singular	نُصِرَ (he was helped)
		Dual	نُصِرَا (they were helped)
		Plural	نُصِرُوا (they were helped)
	Feminine	Singular	نُصِرَتْ (she was helped)
		Dual	نُصِرَتَا (they were helped)
		Plural	نُصِرْنَ (they were helped)
2 nd person	Masculine	Singular	نُصِرْتَ (you were helped)
		Dual	نُصِرْتُمَا (you were helped)
		Plural	نُصِرْتُمْ (you were helped)
	Feminine	Singular	نُصِرْتِ (you were helped)
		Dual	نُصِرْتُمَا (you were helped)
		Plural	نُصِرْتُنَّ (you were helped)
1 st person	Masculine & Feminine	Singular	نُصِرْتُ (I was helped)
		Plural	نُصِرْنَا (we were helped)

الضمير	مَا خَرَجَ he did not leave 61 X	مَا خَلَقَ he did not create 248 X	مَا دَخَلَ he did not enter 78 X	مَا ذَكَرَ he did not mention 163 X
هُوَ				
هُمَا				
هُمْ				
هِيَ				
هُمَا				
هِنَّ				
أَنْتَ				
أَنْتُمَا				
أَنْتُمْ				
أَنْتِ				
أَنْتُمَا				
أَنْتُنَّ				
أَنَا				
نَحْنُ				

reflect the object of the verb. As illustrated in *table 3.2*, active and passive voice conjugations use the same endings.

PRINCIPLE SIX

Placing the word “مَا” before both the active and passive voice negates the *past tense verb* (*table 3.2*). For example, *فَعَلَ* (*he did*) becomes *مَا فَعَلَ* (*he did not do*), and *فُعِلَ* (*it was done*) becomes *مَا فُعِلَ* (*it was not done*).

ESSENTIAL NOTE

The conjugations of the *past tense verb* must be memorized (*table 3.2*) before moving to the next lesson.

An affirmative past tense verb is negated simply by prefixing it with the particle ما.

Negative Active	Negative Passive
ما نَصَرَ (he did not help)	ما نُصِرَ (he was not helped)
ما نَصَرَا (they did not help)	ما نُصِرَا (they were not helped)
ما نَصَرُوا (they did not help)	ما نُصِرُوا (they were not helped)
ما نَصَرَتْ (she did not help)	ما نُصِرَتْ (she was not helped)
ما نَصَرْتَا (they did not help)	ما نُصِرْتَا (they were not helped)
ما نَصَرْنَ (they did not help)	ما نُصِرْنَ (they were not helped)
ما نَصَرْتَ (you did not help)	ما نُصِرْتَ (you were not helped)
ما نَصَرْتُمَا (you did not help)	ما نُصِرْتُمَا (you were not helped)
ما نَصَرْتُمْ (you did not help)	ما نُصِرْتُمْ (you were not helped)
ما نَصَرْتِ (you did not help)	ما نُصِرْتِ (you were not helped)
ما نَصَرْتُمَا (you did not help)	ما نُصِرْتُمَا (you were not helped)
ما نَصَرْتُنَّ (you did not help)	ما نُصِرْتُنَّ (you were not helped)
ما نَصَرْتُ (I did not help)	ما نُصِرْتُ (I was not helped)
ما نَصَرْنَا (we did not help)	ما نُصِرْنَا (we were not helped)

1. THE PAST TENSE **الْفِعْلُ الْمَاضِي** IS OF TWO KINDS.

A) ACTIVE VOICE **الْمَعْرُوفُ** B) PASSIVE VOICE **الْمَجْهُولُ**

A) **شَرَبْنَا اللَّبَنَ** - HE READ THE QURAN. **هُوَ قَرَأَ الْقُرْآنَ**

B) **شُرِبَ اللَّبَنُ** - THE QURAN WAS READ. **قُرِئَ الْقُرْآنُ**

2. YOU WILL PUT A DHAMMAH ON THE **فَاءُ الْكَلِمَةِ**, A KASRAH ON THE **عَيْنُ الْكَلِمَةِ**, AND LEAVE THE FATHAH ON THE **لَامُ الْكَلِمَةِ**.

3. PLACING THE WORD "مَا" BEFORE BOTH THE ACTIVE AND PASSIVE VOICES WILL

NEGATE THE PAST TENSE VERB. **وَمَا خَلَقْتُ الْجِنَّ وَالْإِنْسَ إِلَّا لِيَعْبُدُونِ**

(ADH-DHARIYAT 51:56) AND I (ALLAH) CREATED NOT THE JINN AND MANKIND EXCEPT THAT THEY SHOULD WORSHIP ME.

مَا كُتِبَتِ الرَّسَالَةُ - THE LETTER WAS NOT WRITTEN.

4. THE WORD "قَدْ" WHEN ADDED TO **الْفِعْلُ الْمَاضِي** CHANGES THE MEANING TO RECENT PAST **الْمَاضِي الْقَرِيبُ**.

A) EG: **قَدْ أَكَلَ** - HE JUST ATE. **أَكَلَ** - HE ATE.

B) **قَدْ ذَهَبَ** - HE JUST LEFT. **ذَهَبَ** - HE LEFT.

5. **قَدْ** ALSO GIVES THE MEANING OF CERTAINTY. MANY TIMES IT COMES WITH A "لَ" LAAM BEFORE IT, WHICH IS ADDED FOR MORE EMPHASIS.

لَقَدْ خَلَقْنَا الْإِنْسَانَ فِي أَحْسَنِ تَقْوِيمٍ (AT-TIN 95:4) "INDEED, WE CREATED MAN IN THE BEST STATURE."

6. THE WORD "كَانَ", WHEN ADDED TO **الْفِعْلُ الْمَاضِي** CHANGES THE MEANING TO DISTANT PAST **الْمَاضِي الْبَعِيدُ**.

A) EG: **كَانَ وَجَدَ** - HE HAD FOUND. **وَجَدَ** - HE FOUND.

B) **كَانَ وَعَدَ** - HE HAD PROMISED. **وَعَدَ** - HE PROMISED.

Present Perfect Active	Present Perfect Passive
قَدْ نَصَرَ (he has helped)	قَدْ نُصِرَ (he has been helped) مَا قَدْ نَصَرَ
قَدْ نَصَرَا (they have helped)	قَدْ نُصِرَا (they have been helped) مَا قَدْ نَصَرَا
قَدْ نَصَرُوا (they have helped)	قَدْ نُصِرُوا (they have been helped) مَا قَدْ نَصَرُوا
قَدْ نَصَرَتْ (she has helped)	قَدْ نُصِرَتْ (she has been helped) مَا قَدْ نَصَرَتْ
قَدْ نَصَرْتَا (they have helped)	قَدْ نُصِرْتَا (they have been helped) مَا قَدْ نَصَرْتَا
قَدْ نَصَرْنَ (they have helped)	قَدْ نُصِرْنَ (they have been helped)
قَدْ نَصَرْتَ (you have helped)	قَدْ نُصِرْتَ (you have been helped)
قَدْ نَصَرْتُمَا (you have helped)	قَدْ نُصِرْتُمَا (you have been helped)
قَدْ نَصَرْتُمْ (you have helped)	قَدْ نُصِرْتُمْ (you have been helped)
قَدْ نَصَرْتِ (you have helped)	قَدْ نُصِرْتِ (you have been helped)
قَدْ نَصَرْتُمَا (you have helped)	قَدْ نُصِرْتُمَا (you have been helped)
قَدْ نَصَرْتُنَّ (you have helped)	قَدْ نُصِرْتُنَّ (you have been helped)
قَدْ نَصَرْتُ (I have helped)	قَدْ نُصِرْتُ (I have been helped)
قَدْ نَصَرْنَا (we have helped)	قَدْ نُصِرْنَا (we have been helped)

Past Perfect Active	Past Perfect Passive	Past Perfect Active Negative	Past Perfect Passive Negative
كَانَ نَصَرَ (he had helped)	كَانَ نُصِرَ (he had been helped)	مَا كَانَ نَصَرَ (he had not helped)	مَا كَانَ نُصِرَ (he had not been helped)
كَانَا نَصَرَا (they had helped)	كَانَا نُصِرَا (they had been helped)	مَا كَانَ نَصَرَا (they had not helped)	مَا كَانَ نُصِرَا (they had not been helped)
كَانُوا نَصَرُوا (they had helped)	كَانُوا نُصِرُوا (they had been helped)	مَا كَانَ نَصَرُوا (they had not helped)	مَا كَانَ نُصِرُوا (they had not been helped)
كَانَتْ نَصَرَتْ (she had helped)	كَانَتْ نُصِرَتْ (she had been helped)	مَا كَانَ نَصَرَتْ (she had not helped)	مَا كَانَ نُصِرَتْ (she had not been helped)
كَانَتَا نَصَرَتَا (they had helped)	كَانَتَا نُصِرَتَا (they had been helped)	مَا كَانَ نَصَرَتَا (they had not helped)	مَا كَانَ نُصِرَتَا (they had not been helped)
كَانَ نَصَرْنَ (they had helped)	كَانَ نُصِرْنَ (they had been helped)	مَا كَانَ نَصَرْنَ (they had not helped)	مَا كَانَ نُصِرْنَ (they had not been helped)
كُنْتَ نَصَرْتَ (you had helped)	كُنْتَ نُصِرْتَ (you had been helped)	مَا كُنْتَ نَصَرْتَ (you had not helped)	مَا كُنْتَ نُصِرْتَ (you had not been helped)
كُنْتُمَا نَصَرْتُمَا (you had helped)	كُنْتُمَا نُصِرْتُمَا (you had been helped)	مَا كُنْتُمَا نَصَرْتُمَا (you had not helped)	مَا كُنْتُمَا نُصِرْتُمَا (you had not been helped)

helped)	been helped)	helped)	been helped)
كُنْتُمْ نَصَرْتُمْ (you had helped)	كُنْتُمْ نُصِرْتُمْ (you had been helped)	مَا كُنْتُمْ نَصَرْتُمْ (you had not helped)	مَا كُنْتُمْ نُصِرْتُمْ (you had not been helped)
كُنْتَ نَصَرْتَ (you had helped)	كُنْتَ نُصِرْتَ (you had been helped)	مَا كُنْتَ نَصَرْتَ (you had not helped)	مَا كُنْتَ نُصِرْتَ (you had not been helped)
كُنْتُمَا نَصَرْتُمَا (you had helped)	كُنْتُمَا نُصِرْتُمَا (you had been helped)	مَا كُنْتُمَا نَصَرْتُمَا (you had not helped)	مَا كُنْتُمَا نُصِرْتُمَا (you had not been helped)
كُنْتَنِي نَصَرْتَنِي (you had helped)	كُنْتَنِي نُصِرْتَنِي (you had been helped)	مَا كُنْتَنِي نَصَرْتَنِي (you had not helped)	مَا كُنْتَنِي نُصِرْتَنِي (you had not been helped)
كُنْتُ نَصَرْتُ (I had helped)	كُنْتُ نُصِرْتُ (I had been helped)	مَا كُنْتُ نَصَرْتُ (I had not helped)	مَا كُنْتُ نُصِرْتُ (I had not been helped)
كُنَّا نَصَرْنَا (we had helped)	كُنَّا نُصِرْنَا (we had been helped)	مَا كُنَّا نَصَرْنَا (we had not helped)	مَا كُنَّا نُصِرْنَا (we had not been helped)