

Day: _____

ISLAMIC STUDIES

Date: _____

(NOA FINAL MOK, FEBRUARY, 2024)

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QUESTION NO # 2 :-

Explain the Islamic concept of Day of Judgement. Mention its impacts on human life.

Ans:-

INTRODUCTION :-

The Day of Judgement is an important and accountability day according to the believers of religion Islam. It is believed to be a day in the future when all individuals will be resurrected, judged for their actions during their lifetime, and assigned to either heaven or hell based on their deeds. Therefore, in order to become assigned to heaven, the believers try to live their life according to the principles of Islam. Due to which, this concept impact the whole life of a human from its relation with the divine ^{to} and people.

⇒ UNVEILING THE MEANING AND DEFINITION OF JUDGEMENT :-

⇒ ETymology :-

Old French Juger (to judge) → Old French Jugement → Middle English Judgement.

⇒ MEANING :-

According to oxford dictionary, judgement is

"the ability to make considered decisions or come to sensible conclusions."

⇒ DEFINITION:-

Judgment, in all legal systems, a decision of a court adjudicating the rights of the parties to a legal action before it."

- Britannica

⇒ THE DAY OF JUDGEMENT:-

According to the definition and meaning of judgement, it is concluded that the day of judgement would be the day on which all individuals will be held accountable before the divine, ^{the way} as it is done in today's world before the judge.

⇒ ISLAMIC CONCEPT OF DAY OF JUDGEMENT:-

In Islam, the day of judgement is as important as the normal days of human life. Because, Muslims believe that ^{at they} actions performed in daily life will be judged on the day of judgement. The believe on the day of judgement is one of the faiths of Islam. The believe on the day of judgement coincides with the belief on the hereafter. Those who believe on the hereafter, that is, on the concept of heaven and hell, will definitely believe on the day of judgement.

⇒ STAGES OF BELIEF IN DAY OF JUDGEMENT AND CONCEPT OF ISLAM ON

DAY OF JUDGEMENT:-

To believe on the day of judgement, one have to believe on other events that would happen before that day. According to Islamic concept, there are four stages of believe in day of judgment. These are:

1. BELIEF IN DEATH:-

The first and most important stage to believe on the day of judgement is to have faith in death. A human should believe that he has to die one day. As, in Quran Allah says:

كُلُّ نَفْسٍ ذَائِقَةُ الْمَوْتِ

"Every soul will taste death."
(Surah-Al-Ankaboot (29):57)

Therefore, it concludes that the day of judgement will only come after the death of an individual.

2. BELIEF IN PERIOD IN GRAVE:-

After the death, the another stage is believe in period in grave. According to Islam, the period after the death and before the restoration of life, is also important. Because a person will also held accountable for some of his deeds in this period. Therefore, it is important to believe in this period and to prepare for it too. In Quran, Allah says about this period as:

أحسب الإنسان أن لن نجزيه سبأه

Does man think that We will not assemble his bones?

Qayamah (75): 3

(Surah-Al-A'ala (87): 17)

3. BELIEF IN RESTORATION OF ONE'S LIFE:-

The important stage before the day of judgement would be the restoration of all humans to life, according to Islam. The believers of many religions ~~do~~ not believe on this concept. But Muslims are obliged to believe on their restoration of to life. In Holy Quran, Allah says:

وَالَّذِي يَبْدَأُ الْخَلْقَ ثُمَّ يُعِيدُهُ وَهُوَ إِذْ يُحْيِيهِ

And it is He who begins creation; then He repeats it, and that is [even] easier for Him.

(Surah-Ar-Rum (30): 27)

4. BELIEF ON ACCOUNTABILITY:-

The last stage on the believe of the day of judgement, is to believe on accountability. Because it is the only for which this day would be arranged. On this day human would be held accountable before Allah for all of their actions. In Quran, Allah says:

وَوُضِعَ الْكِتَابُ فَتَرَى

And the record (of deeds) will be placed [open].

(Surah-Al-Kahaf (18): 49)

⇒ IMPACTS OF DAY OF JUDGEMENT ON HUMAN LIFE:-

The believer on the day of judgement will shape its life towards righteous deeds due to the fear of accountability. Following are some of the impacts of Day of Judgement on human life:

1. IT GIVES A PURPOSE TO LIVE:-

The day of judgement gives a purpose to human life. The believer will spend its life in doing righteous deeds and helping the others. With these actions, he will try to prepare himself for the big day, the day of judgement.

2. DAY OF JUDGEMENT INCULCATES HUMILITY AND MODESTY:-

To live life according to the principle of Islam, ~~Human~~ ^{Muslim} will follow the path of our beloved Prophet Muhammad (PBUH). Prophet Muhammad (PBUH) showed the best moral behavior and modesty towards others throughout his life. Therefore, the believer on the day of judgement will have the characteristics of humility and modesty.

3. IT INCULCATES THE TRUST AND HOPE IN ALLAH:-

As it was promised by Allah that an individual who live the life according to Islam will be assigned to Jannah on the day of judgement. Therefore, the believer will do righteous deeds by keeping the trust and hope on Allah that He will give the fruit of

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4. A BELIEVE ON THIS DAY INDUCES SENSE OF ACCOUNTABILITY:-

The day, as discussed before, assigned to induce hold every human accountable, will induce the sense of accountability in a person's life. Due to this sense, he will refrain himself from wrongdoings and will do righteous deeds.

5. MUSLIM WILL MAKE AN EFFORT TO ACHIEVE ETERNAL SUCCESS

By believing the day of judgement, humans, particularly Muslims will do every possible efforts to achieve eternal success and enter Jannah. About the hereafter, Allah says in Quran:

والآخرة خير والبقی
While the hereafter is better and more enduring
(Surah-Al-Aa'la (87):17)

Therefore, to achieve the better and enduring life in hereafter, Muslims will serve their life for the sake of Allah and His people.

⇒ CONCLUSION:-

The day of judgement or the day of accountability is the important and day of human life. Because this day decides the present and future of an individual. To achieve better future and a good position in hereafter, Muslim will live his present according to the teachings of Islam.

QUESTION No # 3:-

Explain the system of _____
_____ life of human.

ZAKAT AND SADAQAT: SYSTEM IN ISLAM AND IMPACTS ON HUMAN LIFE:-

⇒ INTRODUCTION:-

Zakat and Sadaqat serve as the financial support that not only benefit the life of a receiver but also the giver. In Islam, a proper system is provided, including the conditions of giver of Zakat and its receiver to ensure its proper accountability. They impact the different aspects of human life, including spiritual, moral, and social life. Zakat is considered as one of the important aspects/pillars of religion Islam because it ensures the circulation of wealth, from rich to poor. In Quran, Allah says:

وَأَقِمْ الصَّلَاةَ وَآتِ الزَّكَاةَ وَارْكَعْ مَعَ الرَّاكِعِينَ
And establish prayer and give Zakah and bow with those who bow. [In worship and obedience].
(Surah-Al-Baqra (2): 43).

⇒ MEANING AND DEFINITIONS OF ZAKAT AND SADAQAT:-

⇒ MEANING AND DEFINITION OF ZAKAT:-

→ MEANING:-

- Literal meaning: The literal meaning of Zakat is

to cleanse, to purify.

- Conceptual meaning: According to Merriam-Webster Dictionary: "an annual alms tax or poor rate that each Muslim is expected to pay as a religious duty and that is used for charitable and religious purposes."

→ DEFINITION OF ZAKAT:-

Zakat is an Islamic finance term referring to the obligation that an individual has to donate a certain proportion of wealth each year to charitable causes.

⇒ MEANING AND DEFINITION OF SADQAT:-

→ MEANING:-

- Literal meaning: The literal translation of Sadkat (Sadaqah) is "righteousness". However, in the modern-day context, it has come to mean "voluntary charity".

→ DEFINITION:-

Sadkat (charity) is a voluntary act of giving to those in need, emphasizing kindness and generosity. It involves offering financial help, goods, or even acts of service without expecting anything in return.

⇒ BOTH ZAKAT AND SADQAT ARE ACTS OF TO ENSURE CIRCULATION OF WEALTH - BUT THERE IS A DIFFERENCE:-

The basic difference between Zakat and Sadkat is that: the Zakat is a mandatory form of alms giving with specific criteria and recipients set by Allah, while Sadkat is a voluntary act of charity that is more flexible in terms of giving and recipients. Both acts / concepts emphasize generosity and compassion in Islam,

contributing to the welfare of the community.

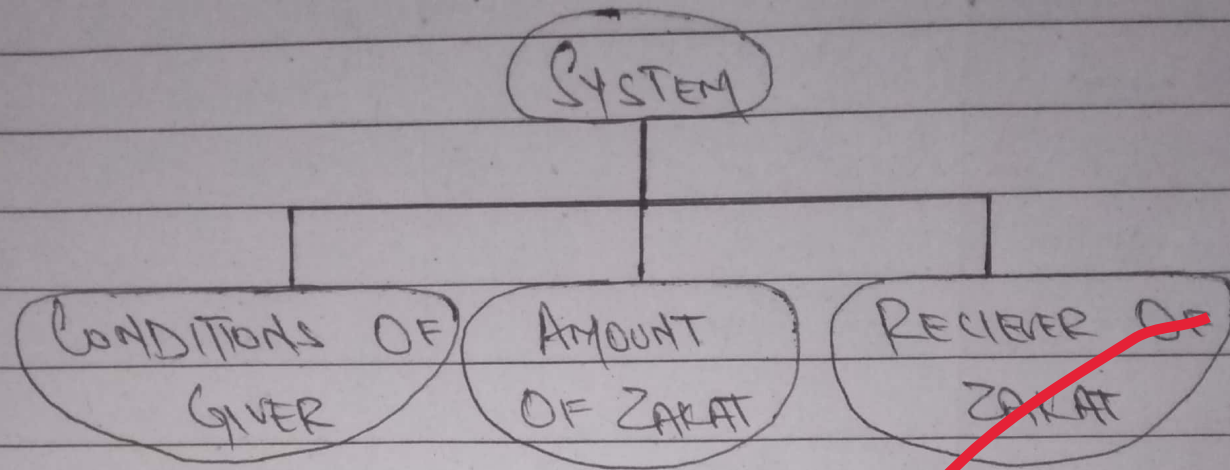
⇒ SYSTEM OF ZAKAT AND SADQAT

IN ISLAM:-

Islam, as a deen, the complete code of life, had provide a strong system for Zakat and Sadqat including the conditions of the giver and receiver and the amount of Zakat or Sadqat to be given.

⇒ SYSTEM OF ZAKAT IN ISLAM:-

The system of Zakat in Islam is as follows:



→ CONDITIONS OF GIVER:-

The giver of the Zakat must fall under the conditions prescribed by Islam, ^{such as} including: he must be a Muslim, sane, mature (adult), and financially capable. By financially capable means that he ^{first} has to meet his domestic expenses, has to fulfill his family needs, has to pay debts and then has to pay Zakat on the surplus wealth left.

→ AMOUNT OF ZAKAT:-

Along with the conditions of giver, Islam had also explained the amount that has to be given in Zakat.

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Following ^{are} the values of Zakat according to different items, with their duration of obligations:

	<u>STEM</u>	<u>AMOUNT</u>	<u>DURATION</u>
1.	Wealth	2.5%	Yearly
2.	Precious metals		
	i- Gold	7.5 tola	Yearly
	ii- Silver	52.5 tola	Yearly
3.	Trade in stock	2.5%	Yearly
4.	Agri-production		
	i- Arid land	10%	Every yield
	ii- Irrigated land	5%	Every yield
5.	Livestock		
	i- Goats	1/40	Yearly
	ii- Cows	1/30	Yearly
	iii- Camels	1goat/5 camels	Yearly.

→ RECIEVER / HEADS OF ZAKAT:-

Islam had described the 8 receivers and non-receivers of Zakat. In Islam, there are eight heads of Zakat that can receive Zakat. They are described in Holy Quran as:

انما الصدقات للفقراء والمساكين والعمال والذين
والموالفة قلوبهم وفي الرقاب والغرامل وفي سبيل
الله وابن السبيل
Zakah expenditures are only for the poor and

for the needy and for those employed to collect (Zakat) and for bringing hearts together (for Islam) and for freeing captives (or slaves) and for those in debt and for the cause of Allah and for the (stranded) traveler. (Surah-At-Tauba(9): 60)

So, the receivers of Zakat are: the poor, the needy, the administrators of Zakat, the ~~symp~~ sympathizers, to free slaves, for those in debt, for the cause of Allah and for the wayfarer.

→ NOT-RECEIVERS OF ZAKAT:-

Zakat cannot be given to or spent on: Mosque, and hospitals, Holy Prophet (PBUH) and his family, spouses, parents and grandparents, children and grand childrens and non-Muslims, according to Islam.

⇒ SYSTEM OF SADAQAT IN ISLAM:-

As discussed before that Sadaqat is the voluntary act of kindness; therefore, it does not have any harsh or specified conditions for Sadaqat. One who is capable and is willing to give Sadaqat can give it to a needy only for the cause of Allah.

⇒ IMPACTS OF ZAKAT AND SADAQAT:-

⇒ SPIRITUAL AND MORAL IMPACTS ON GIVER OF ZAKAT AND SADAQAT:-

Following are the spiritual and moral impacts of Zakat and Sadaqat on givers of

1. SPIRITUAL PURIFICATION AND HUMILITY:-

The giver of the Zakat and Sadaqat get purified spiritually. This giving induces humility in the giver to help the needy. The Holy Prophet (P.B.U.H) said:

"The upper hand is better than the lower hand. The ~~lower~~^{upper} hand is the one that gives, and the lower hand is the one that receives."

- Sahih Muslim

So, according to this hadith, the image and position of an individual get improved if they give their wealth in Zakat and Sadaqat. Moreover, they also purify themselves with these acts.

2. GRATITUDE AND ACKNOWLEDGMENT OF BLESSINGS:-

After feeling and understanding the conditions of the poor and needy that are in need to be helped financially, the one who is financially capable will acknowledge the blessings of Allah on him. Therefore, he will get grateful to Allah for all his wealth.

3. CLEANSING OF SINS AND SEEKING FORGIVENESS:-

With the circulation of wealth, Zakat and Sadaqat also serves as the agent for cleansing of sins. By looking at the pitty conditions of needy, the individual will seek forgiveness for all his actions for his prosperity. Zakat and Sadaqat clean the sins of an

individual as stated by Prophet Muhammad (PBUH) as:

"Giving charity wipes away sins just as water extinguishes fire."

- Sunan Ibn Majah

Qn 4. THE GIVER FEELS CONTENTMENT AND DETACHMENT FROM MATERIALISM:-

By giving his wealth in charity and Zakat indicates the detachment from material needs. This is how Zakat impacts the life of an individual that instead of spending money on material needs, one should spend that money on needy and in the way of Allah. Therefore, ^{due} Zakat and Sadaqat, the giver feels contentment and detachment from materialism and worldly needs.

⇒ SPIRITUAL AND MORAL IMPACTS ON RECEIVER:-

Following are the spiritual and moral impact of Zakat and Sadaqat on receiver:

1. DIGNITY AND EMPOWERMENT:-

The one who is in need of money or any other help will get empowered if received one. But the thing that should be kept in mind by the giver that he should not humiliate the receiver. As the Holy Prophet (PBUH) said:

"When you give charity to a beggar, do it with humility and respect for the recipient."

- Sunan Ibn Majah

2. THE RECEIVER FEELS RELIEF FROM HARDSHIP AND POVERTY:-

By receiving certain amount from the giver of Zakat and Sadakat, the receiver feels relief from the hardships and poverty.

3. THE RECEIVER GOT ENCOURAGED TOWARDS ECONOMIC INDEPENDENCE:-

The amount received by Zakat and Sadakat can encourage its receiver to be financially independent. With that received money, he can start a business or complete his education to support himself in future.

4. GRATITUDE AND RECOGNITION OF BLESSINGS:-

Just like the giver, the receiver of Zakat and Sadakat, also become grateful to Allah after receiving help. This can inculcate hope on Allah that Allah will support him in every harsh situations. As in Quran, Allah says:

وَمَنْ يَشْكُرْ فَإِنَّا لَنُضَلِّقْهُ مِنَّا
 And whoever is grateful I grant for (the benefit of) himself. (Surah-Al-lugman(31):12)

⇒ SOCIAL IMPACT OF ZAKAT & SADAKAT:-

Following are the social impacts of Zakat & Sadakat

1. WEALTH REDISTRIBUTION AND ECONOMIC JUSTICE:-

The main philosophy behind Zakat and Sadakat is the redistribution of wealth. Wealth should not remain only in the hands of rich, but should

be circulated throughout the society.

2. ALLEVIATION OF POVERTY AND FINANCIAL HARDSHIPS:-

The system of Zakat and Sadaqat is the best way to alleviate poverty. By circulating the wealth, it would not let the money ^{to be} accumulated in some hands, and hence alleviating poverty and financial hardships.

3. STRENGTHENING COMMUNITY BONDS:-

The giver and receiver will come close if one help the other. So by feeling the conditions of the needy, the giver will try to help and due to this help the receiver will become grateful and hence a bond will be formed.

4. PREVENTION OF SOCIAL DISCONTENT AND CRIME:-

The needy due to lack of financial or other resources, can choose the path of crime to fulfill his needs. Therefore, the effective system of Zakat can prevent the social discontent and crime in a society and even a country.

⇒ CONCLUSION:-

Zakat and Sadaqat are the two pillars of financial system of Rabi Islam. They not only circulate the wealth but also impact the spiritual, moral and social life of both giver and receiver. Islam had always promoted Zakat and Sadaqat for the welfare of a society and had also explained the proper system.

QUESTION NO # 6:-

Discuss human rights

of women.

Ans:-

INTRODUCTION:-

Islam is the only religion that gave rights to humans, including children, adult, minorities, and women without any protest, sacrifice, and struggles. Prophet Muhammad (PBUH) was a staunch supporter of human rights. He always advocated for human rights through his actions and words. Similarly, Allah always taught about human rights too through his holy books. But due to lack of education and connectivity, human rights given in Islam were always ignored until west protested for them. Islam not only promotes the rights of Muslims, but also non-Muslims and women. The last sermon of Holy Prophet (PBUH) is considered as the charter of human rights because it covered and protected every aspect of human life.

⇒ DEFINING HUMAN RIGHTS AND WOMEN RIGHTS:-

⇒ DEFINITIONS OF HUMAN RIGHTS:-

Following are some definitions of human rights according to west and Islam:

"The human rights are inherent and inalienable rights to which all people are entitled, regardless of nationality, ethnicity, or religion." - UNDRH

"Human rights in Islam are firmly rooted in the belief that God, and God alone, is the law giver and source of all human rights."
- Islamic definition

⇒

⇒ DEFINITIONS OF WOMEN'S RIGHTS:-

Following are the definitions of women's rights according to West and Islam:

"Women's rights are an integral part of universal human rights, emphasizing the equal entitlement of women and men to enjoy all rights and freedoms."

- United Nations.

"Women rights in Islam encompass the recognition and protection of fundamental rights and ~~and~~ ^{and} ~~Islam~~ dignity for women, as guided by teachings of Islam."

- Islamic definition.

⇒ THE SERMON OF HAJJAT-UL-WADAH: A CHARTER OF HUMAN RIGHTS:

On his last pilgrimage to the House of Allah at Makkah, the Holy Prophet (PBUH) delivered his last / Farewell Sermon, which is called the foremost charter of Human Rights in the history of mankind.

About the Holy Prophet (PBUH) as the supporter of human rights, George Bernard Shaw said:

"I have studied him - the wonderful man, and in my opinion, far from being an anti-Christ, he must be called the savior of Humanity."

The importance of this sermon and each and

every word of the sermon could be demonstrated by this statement of Holy Prophet (PBUH):

"O people! Listen to what I say. I do not know whether I will ever meet you at this place after this year."

Therefore, the human rights described by Prophet (PBUH) in this sermon are also of great importance and should be followed by everyone.

⇒ HUMAN RIGHTS IN THE LIGHT OF LAST SERMON:-

Through his different statements, Holy Prophet (PBUH) discussed following human rights:

1. RIGHT OF A PERSON TO SANCTITY OF LIFE AND PROPERTY:-

Human rights does not mean to protect and respect the life of human, it also means to protect and respect the property of another human. Regarding this, Holy Prophet (PBUH) in his last sermon said:

"Your blood and your property are as sacred as are the Day and this Month (9th Zil-Hajja)."

2. INDIVIDUAL'S RIGHT TO INHERITENCE:-

The last sermon of Holy Prophet (PBUH) also threw the light on right to inheritance because this was one of basic rights that was neglected by people during the age of ignorance. Prophet (PBUH) said:

"God has ordained to every man the share of his inheritance."

3. RIGHT OF THE PROTECTION OF WEALTH:-

With the protection of human life and property, it is also important to protect the wealth of another individual. Allah in Quran and Prophet (PBUH) in his teachings always taught about the abolition of usury which use another's wealth unlawfully. Prophet (PBUH) in his last sermon said:

"Usury is forbidden."

4. RIGHTS OF SPOUSES OVER EACH OTHER:-

Unlike the age of ignorance, Islam always promoted and taught about the rights of both spouses on each other. Women should protect and respect her husband's rights and vice versa. About the rights of wife, Prophet (PBUH) in his last sermon said:

"O people! Fear Allah concerning women... If your wives refrain from impropriety and are faithful to you, clothe and feed them suitably."

With the rights of wives, Prophet (PBUH) also advocated for the rights of husband. As he said in his last sermon:

"It is incumbent upon ^(wives) them to honor their ^(husband) conjugal rights and, not to commit acts of impropriety which, if they do, you (husbands) have authority to chastise them, yet not severely."

5. RIGHT TO EQUALITY AND BROTHERHOOD OF MUSLIMS:-

Islam as a peaceful religion has always advocated for brotherhood. Therefore, Prophet (PBUH) also taught about brotherhood. He (SAW) said in his last sermon that:

"All of you are as equal as the finger of a

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hand."

6. RIGHT OF THE SLAVES TO KIND TREATMENT:-

The last sermon of Holy Prophet (PBUH) also addressed the rights of slaves. It was for the first time when the rights of slaves were recognized and even discussed. He (SAW) said:

"And your slaves! See that you feed them with such food as you eat yourselves, and clothe them with the stuff you wear; and if they commit a sin fault you are not inclined to forgive, then put part from them."

⇒ WOMEN RIGHTS IN ISLAM AND ACCORDING TO LAST SERMON OF HOLY PROPHET (PBUH):-

Islam had given the rights to women at that time when they were considered as a property of their male members. Allah has always taught about women right through Quran and Holy Prophet (PBUH) also advocated for women's rights. There are certain misconceptions about the women's rights due to the current situation of women's rights in Muslim countries. But these conceptions are misguided and had no basis, as said by Shiri Ebadi (Iranian human rights activist):

"Islam does not prevent from participating in public life. The interpretation of Islamic teachings and laws has been distorted in many places, but the true spirit of Islam supports women's rights."

⇒ STATUS OF WOMEN IN ISLAM:-

The status of women ^{in Islam} could be extracted from the behavior of Prophet Muhammad (PBUH) towards women, his last sermon, and teachings of Quran. In Islam, women exhibit the following status and rights:

1. ACKNOWLEDGEMENT OF COMPLETE PERSONHOOD OF WOMEN IN ISLAM:-

In Islam, women should have been given the acknowledgement of complete ~~person~~ personhood. She should ^{not} be considered as a thing or property. The origin of man and woman from same couple, Adam (AS) and Eve (AS) is enough to justify the personhood of women and equality with men.

2. SPECIAL RELAXATION TO WOMEN IN RELIGIOUS OBLIGATIONS:-

The special status of woman in Islam could be depicted from the fact that Islam had exempted her from daily prayers and fast during painful days of her life.

3. RIGHTS OF WOMEN AS CHILD AND ADOLESCENT:

A CANDLE IN THE AGE OF IGNORANCE:-

In the age of ignorance, when girls were buried alive soon after their birth, Allah sent down the Quran and advocated for the rights of women. In

Duran, Allah says:

وَاِذَا كُنْتَ اِسْتَأْذِنُكَ بِرَأْسِهَا
 And when the girl (who was) buried alive
 is asked. For what sin she was killed.
 (Surah-Al-Takveer (87): 8-9)

Woman has the right to live, right to be raised equally with brothers and right to education as in Islam. About raising a woman, Prophet (PBUH) said:

"Whoever has a daughter and he does not bury her alive, does not insult her, and does not favor his son over her; God will enter him into Paradise."
 - Ibn Hanbal.

4. RIGHTS AS AN ADULT: GIVEN BY ISLAM BUT WAS AND IS STILL IGNORED:-

In Islam, woman has right to seek employment, right of independent ownership and right to select spouse on her own volition. These are the rights that were given by Islam at the age of ignorance but is still not completely in practice, specially in Muslim world.

5. ISLAM HAS GIVEN RIGHTS TO WOMEN AFTER HER MARRIAGE TOO:-

As a supporter of human and women rights, Islam had protected the rights of women after marriage as well. These rights include right to Mahr (marriage gift), right to be treated as equal to husband, right to be cared and protected, and right to Khula (divorce), and right to re-marry after divorce.

or death of previous husband.

6. SPECIAL STATUS OF WOMEN AS MOTHER:-

Parents are always used to be respected. Therefore, in Islam as well, Allah and Prophet (PBUH) taught about the rights and respect of parents. Among parents, women, a mother are considered as most respectful. Holy Prophet (PBUH) said:

"Paradise is at the feet of mothers."

7. WOMEN'S RIGHT TO INHERITANCE:-

As a human, women has right to inheritance too. This is a drawback of the Muslim countries by not considering this right, but Islam has given this right to women, and no one can deny from it. As in Holy Quran, Allah says:

للرجال نصيب مما ترك الآباء والأقربون
والنساء نصيب مما ترك الآباء والأقربون مما قل
منه أو أكثر نصيباً مما تركوا

For men is a share of what the parents and close relatives leaves and for women is a share of what the parents and close relatives leaves, be it little or much - an obligatory share.

(Surah-An-Nisa (4): 34).

⇒ CONCLUSION:-

Islam not only teaches the way of life but also advocates for the rights of every person. Whether it is a child, an adult, an elderly, a non-Muslim, or a woman, everyone is respectful in the fold of Islam. Holy Prophet (PBUH) throughout

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Instructions to Get Good Marks in Islamiat Paper

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- 1- Try adding at least 2-3 Arabic version of ayah
- 2- Go for diversification of resources e.g. From Hadith, Quran, Books, Islamic Philosophers etc.
- 3- Add Surah name for the Relatable Question e.g. you can add name of Surah Ahzab and Nisa in women related question
- 4- The sermon of Prophet PBUH can be added in any of the question as a reference as it encompassing points of all aspects
- 5- Use the verdicts or incidents and case studies of Khilafat Era in Political Economic and Social system of Islam
- 6- Balance all parts, if the question has 2 or 3 parts give equal weightage
- 5- Add flowcharts or Graph where you can
- 7- Focus more the asked part than to write irrelevant material.... read question 2-3 times so that you cannot deviated
- 8- Write 10-11 headings for each question
- 9- Go for 7-8 sides answer

Good luck