



# العربية بين يديك

Arabic At Your Hands` Series`

[www.ArabicForAll.net](http://www.ArabicForAll.net)



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



“Arabic At Your Hands Series” is one program in a collection of programs called “Arabic For All”. This series comprises a developed version of the book “Arabic At Your Hands”, which introduces a comprehensive curriculum for teaching Arabic for non-Arabic speakers, students and teachers.

This curriculum is developed for educational entities, including schools, institutes and universities. It begins from the basic level and continues with the students until they master Arabic language, which enables them to join university and continue their Arabic studies in various majors. The developed series is designed by the authors of the original series, who are an academic team specialized in teaching Arabic for non-Arabic speakers.

Watch the intro video ▶



In its new version, the series consists of the following levels, books and materials

Beginner (basic) level  
consists:

first Student's  
Books (1 & 2)



accompany it  
Teacher's Book (1)

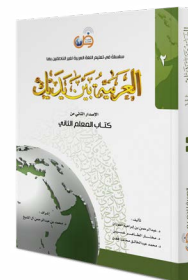


The intermediate level  
consists:

second Student's  
Books (1 & 2)



accompany it  
Teacher's Book (2)

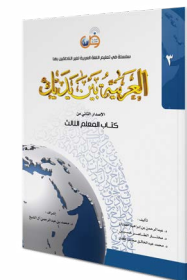


The advanced level  
consists:

third Student's  
Books (1 & 2)



accompany it  
Teacher's Book (3)



The special level  
consists:

fourth Student's  
Books (1 & 2)



accompany it  
Teacher's Book (4)





## Series Accompaniments



audio material  
QR code enabled



Arabic Letters  
At Your Hands Booklet  
(Preparatory booklet for  
teaching Arabic letters).



Arabic Dictionary At Your  
Hands (Illustrated Arabic/  
Arabic Dictionary).

## The Series Audience:

The Series is designed for adult students.

## The Series Language:

The series is based on classical Arabic, without using other intermediate languages.





## The Series Goals:

The series aims at achieving the following competencies goals:

### 1. Language competency, including the following:

#### a) The four language skills:

1. Listening
2. Speaking
3. Reading
4. Writing

#### b) The three language elements:

1. Sounds
2. Vocabularies
3. Grammar Structures

### 2. Communicative competency

### 3. Cultural competency



## Vocabulary

Level includes 2 books ( part(1) + part(2) )	Vocabulary
The first level	741
The second level	946
The third level	853
The fourth level	785
Total	3,325

## Time

Total time expected to teach the series is 600 hours, divided according to each program and its weekly hours as follows:

Allotted time	Hours per week
weeks 24	hours 25
weeks 30	hours 20
weeks 40	hours 15
weeks 60	hours 10
weeks 75	hours 8
weeks 120	hours 5

## Series lessons at all levels

These lessons are distributed as follows:

level in his book (Part (1) + Part (2))	Basic Lessons	Number of level units
The first level	144	16
The second level	208	16
The third level	112	16
The fourth level	112	16
Total of basic lessons	576 basic lessons	
Examinations	24 lessons	
Total	600 lessons	





## Details of the contents of the book level of the series



### First Level



#### ● Level's units, books and lessons

The parts	Number of units	Number of unit lessons	Total lessons
Part One (1 - 8)	(8) units	(9) lessons	72 (lesson)
The second part (9-16)	(8) units	(9) lessons	72 (lesson)
المجموع	(16) units	(144) basic lessons	

Lesson	Number of pages
First lesson: First dialogue, its vocabularies and exercises	2
Second lesson: Second dialogue, its vocabularies and exercises	2
Third lesson: Third dialogue, its vocabularies and exercises	2
Fourth lesson: Vocabularies exercises and additional vocabularies.	2
Fifth Lesson: Grammar structures and exercises.	4
Sixth lesson: Sounds	3
Seventh lesson: Speaking and exercises	3
Eighth lesson: Reading and exercises	3
Ninth lesson: Writing and exercises	4
Total of 25 pages per unit	

#### ● At its end, includes:

- A group of illustrated vocabularies.
- List of vocabulary for each unit.
- Alphabetical vocabulary.
- Audible comprehension texts.
- A Supplement Audio for all texts & some Exercise.
- \* There is also a preparatory booklet for teaching Arabic letters.

#### ● Tests and Evaluations:

Two types of tests are included:

1. Short tests: 8 tests in each two units
2. Two comprehensive tests for determining level:
  - Midlevel comprehensive test (at the end of book (1))
  - Final comprehensive test (at the end of book (2))

### Second Level



### Third Level



### Fourth Level



Watch sample level



## Details of the contents of the book level of the series

### ● Level's units, books and lessons

The parts	Number of units	Number of unit lessons	Total lessons
Part One (1 - 8)	(8) units	(13) lessons	104 (lesson)
The second part (9-16)	(8) units	(13) lessons	104 (lesson)
المجموع	(16) units	(208) basic lessons	

Lesson	Number of pages
Dialogue (1), exercises and vocabularies	2
Sounds and exercises	1
Grammatical notes (1)	1
Speaking and listening (1)	1
Comprehension text and vocabularies (1)	2
Grammatical notes (2)	2
Dialogue (2), exercises and vocabularies	2
Grammatical notes (3)	1
Speaking and listening (2)	1
Comprehension text and vocabularies (2)	2
Grammatical notes (4)	2
Expression	2
Dictation and handwriting	1
Total of 20 pages per unit	

### ● At its end, includes:

- List of vocabulary for each unit.
- Alphabetical vocabulary.
- Audible comprehension texts.
- A Supplement Audio for all texts and some Exercise.

### ● Tests and Evaluations:

The second level comprises two types of tests

- 1) Short tests: 8 tests after each 2 units.
- 2) Extended tests for determining level:
  1. Level test at the beginning of this level to determine the student level & measure his ability to begin the second level.
  2. Midlevel test (at the end of the (1) book)
  3. Final comprehensive test (at the end of the (2) book )

First  
Level



Second  
Level



Third  
Level



Fourth  
Level



Watch sample level



## Details of the contents of the book level of the series

### • Level's units, books and lessons

The parts	Number of units	Number of unit lessons	Total lessons
Part One (1 - 8)	(8) units	(7) lessons	56 (lesson)
The second part (9-16)	(8) units	(7) lessons	56 (lesson)
المجموع	(16) units	(112) basic lessons	

Lesson	Number of pages
Rich comprehension text and exercises	3
Vocabularies and expression	3
Language rules (1) and exercises	3
Listening exercises	2
Oral and writing expression exercises	2
Dictation	2
Language rules (2) and exercises	3
Total of 18 pages per unit	

### • At its end, includes:

- List of vocabulary for each unit.
- Alphabetical vocabulary.
- Audible comprehension texts.
- A Supplement Audio for all texts and some Exercise.

### • Tests and Evaluations:

The third level comprises 5 tests as follows:

1. Level determining test at the beginning of the first book to determining the student's level & his ability to begin the third level.
2. Small test at the middle of the first book.
3. Midlevel test at the end of the first book.
4. Small test at the middle of the second book.
5. Final comprehensive test at the end of the second book.

First  
Level



Second  
Level



Third  
Level



Fourth  
Level



Watch sample level



## Details of the contents of the book level of the series

### ● Level's units, books and lessons

The parts	Number of units	Number of unit lessons	Total lessons
Part One (1 - 8)	(8) units	(7) lessons	56 (lesson)
The second part (9-16)	(8) units	(7) lessons	56 (lesson)
المجموع	(16) units	(112) basic lessons	

Lesson	Number of pages
Comprehension text and exercises	4
Language rules (1) and exercises	3
Listening exercises	2
Advanced expression	1
Language rules (2) and exercises	3
Writing and Research	2
Comprehensive Reading	6
Total of 21 pages per unit	

### ● At its end, includes:

- List of vocabulary for each unit.
- Alphabetical vocabulary.
- Audible comprehension texts.
- A Supplement Audio for all texts and some Exercise.

### ● Tests and Evaluations:

The fourth level comprises four tests (after each 4 units) as follows:

1. **First test:** for units 1:4 (at the middle of the first book)
2. **Second test:** for units 5:8 (at the end of the first book)
3. **Third test:** for units 9:12 (at the middle of the second book)
4. **Fourth test:** for units 13:16 (at the end of the second book)

First  
Level



Second  
Level



Third  
Level



Fourth  
Level



Watch sample level





- Using an accurate number of vocabularies and structures in each unit.
- The latest series in teaching Arabic to non-Arabic speakers.
- Until now, the series has been approved by more than 1200 universities, institutes and schools worldwide.
- Exercises and Activates Books have been combined into the eight Students' Books for practical reasons.
- Adopting united-based system in the construction of the series.



## Features of the Series

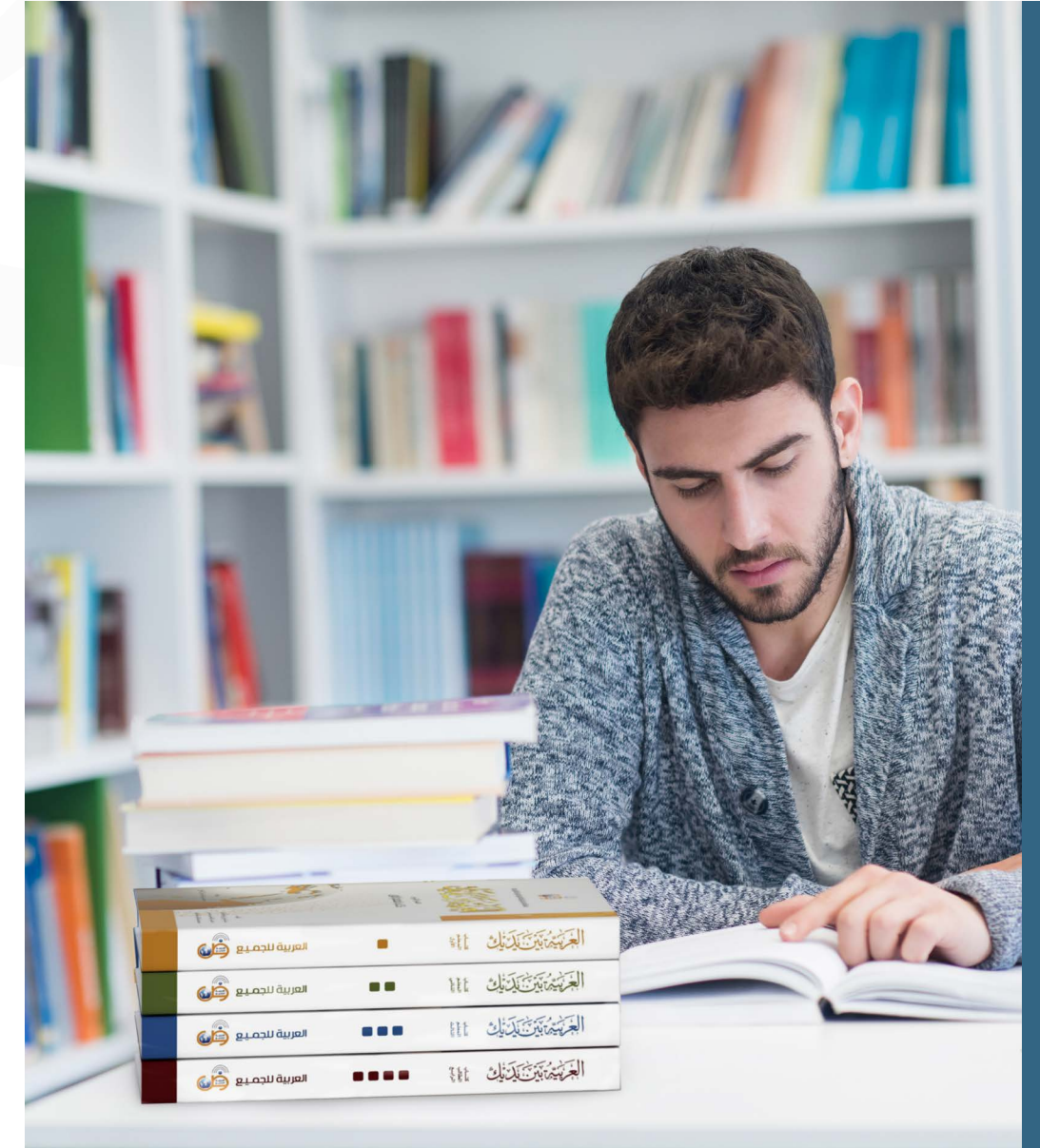
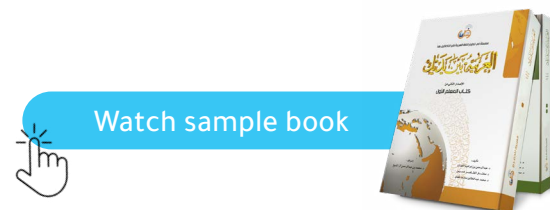
- It is based on the latest methods and techniques in teaching foreign languages.
- Considering the integration between the three language competencies: Linguistic, communicative & cultural.
- The series focuses on the teacher, allotting an independent teacher's book for each level, which includes answers for tests, instructions, methods of teaching foreign languages & introducing skills & elements, which help the teacher achieves his goals easily & effectively.
- Sound and phonetic phenomena have been treated using new and different methods.
- The series provides different types of tests in the beginning, middle and end of each level.

## Each teacher's books have many advantages, including:

- General guidelines to the teachers for teaching language for non-native speakers along with techniques for presenting different language skills and elements.
- Suggestions about performing the exercises of each level along with suggestion for additional exercises.
- Answers for the exercises of the student's books (except for communicative and expression exercises), along with comprehension text.
- Answers for the questions of comprehensive tests in student's books (standard, midlevel and final).
- Summary about the structures, vocabularies and sounds included in each unit and a suggestion for presenting different types of vocabularies.
- Summary about the goal of each unit and the way of presenting text.
- Description of units structure and the way of introducing the structures.

## Other advantages included in teacher's books:

- 35 general guideline for teacher.
- 24 guideline on managing classroom.
- 67 instructions and tips about teaching language, its skills and elements and how to deal with language tests.







## Arabic Letters At Your Hands Booklet

It is a preparatory booklet for the beginner before the first level of Arabic At Your Hands series, and it serves as approach for teaching mechanical reading and writing and how to spell and draw letters. This book is presented in coincidence with dialogue approach.

### Features of this Letters Booklet:

- It teaches separate and connected forms of Arabic letters and contains exercises on how to connect letters.
- Letters are arranged based on the way they are written (letters that need less changes to be connected come first).
- Exercising on writing, starting from passing the pen on the targeted letter with its various forms, writing the letter, passing the pen on the word, and at last writing the word.
- Words are chosen from famous nouns so that the student does not think in their meaning.
- This approach avoids the negatives of traditional approach.

Time suitable for teaching letters booklet: Two weeks.

Watch sample book







## Arabic Dictionary At Your Hands

- An illustrated Arabic/Arabic Dictionary, 1600 colored pictures are used for more illustration.
- It contains all the vocabularies of the series in addition to more than 7000 Arabic common terms.
- It is arranged alphabetically and terms are chosen based on its importance for the student.
- Various source of terms, Holly Quran, Holly Hadith, poetry, proverbs, and daily language.
- Its terms have been fully explained using different ways, including: synonymity & antinomy.
- Benefit has been made of other techniques used in making other dictionaries.
- It contains appendices that comprise a collection of language information in grammar, dictation and punctuation.



Watch sample book



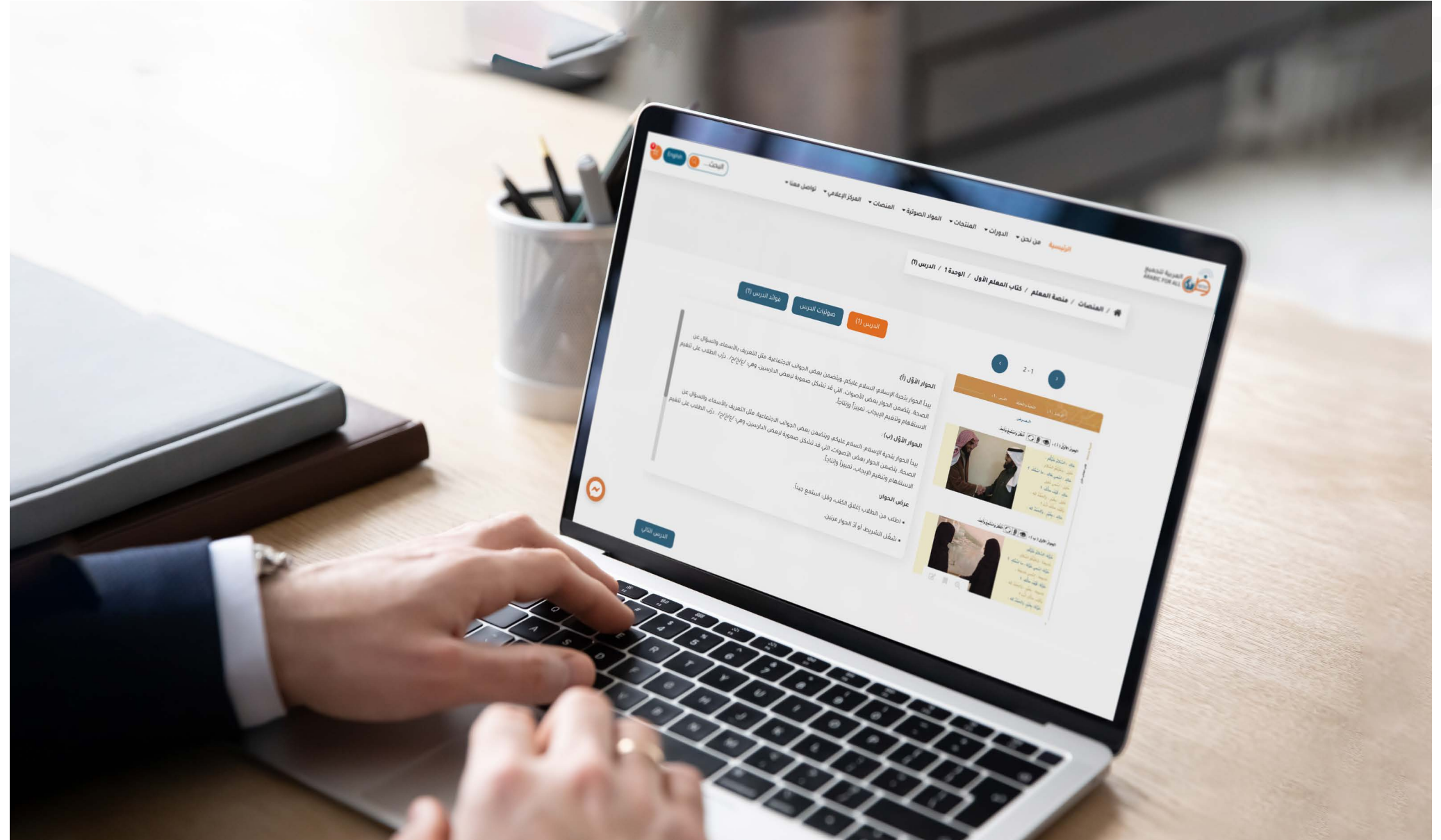
## Teacher's Platform

- An e-learning platform aims to facilitate the use of teacher's books to meet their needs and enable them to benefit from guidance and instructions for classroom management, explaining lessons, solving exercises, and containing pages from the student's book.



Platform link

- Registration is required to enter the platform.





## Platform review

### Lesson page

- The teacher's directions page provides how to present lessons and solve exercises.

الرئيسية | حسابي | تسجيل الخروج

المنصات / منصة المعلم / كتاب المعلم الأول / الوحدة 1 / الدرس (1)

فوائد الدرس (1)

صوتيات الدرس

الدرس (1)

#### الحوار الأوّل (أ):

يبدأ الحوار بتحية الإسلام: السلام عليكم، ويتضمن بعض الجوانب الاجتماعية، مثل التعريف بالأسماء، والسؤال عن الصحة. يتضمن الحوار بعض الأصوات، التي قد تشكل صعوبة لبعض الدارسين، وهي: ع/خ/ح/. درّب الطلاب على تنغيم الاستفهام وتنغيم الإيجاب، تمييزاً وإنتاجاً.

#### الحوار الأوّل (ب) :

يبدأ الحوار بتحية الإسلام: السلام عليكم، ويتضمن بعض الجوانب الاجتماعية، مثل التعريف بالأسماء، والسؤال عن الصحة. يتضمن الحوار بعض الأصوات، التي قد تشكل صعوبة لبعض الدارسين، وهي: ع/خ/ح/. درّب الطلاب على تنغيم الاستفهام وتنغيم الإيجاب، تمييزاً وإنتاجاً.

#### عرض الحوار:

■ اطلب من الطلاب إغلاق الكتب، وقل: استمع جيداً.

■ ثقّاً ، الشّ بط، أه أذّ الحماا، ما تبا..

< 2-1 >

الوحدة : ١ ، التحية والتعارف ، الدرس : ١ ، المنصات

المسرفس

الحوار الأوّل ( أ ) ، انظر واستمع وأمع.

خالد : السلام عليكم .  
خديجة : وعليكم السلام .  
خالد : اسمي خالد ، ما اسمك ؟  
خديجة : اسمي خديجة .  
خالد : كيف حالك ؟  
خديجة : بخير ، والحمد لله .  
خالد : وكيف حالك أنت ؟  
خالد : بخير ، والحمد لله .

الحوار الأوّل ( ب ) ، انظر واستمع وأمع.

خولة : السلام عليكم .  
خديجة : وعليكم السلام .  
خولة : اسمي خولة ، ما اسمك ؟  
خديجة : اسمي خديجة .  
خولة : كيف حالك ؟  
خديجة : بخير ، والحمد لله .  
خولة : وكيف حالك أنت ؟  
خولة : بخير ، والحمد لله .

الدرس التالي





## Platform review

### Audios

- Lesson audio materials.

الرئيسية | حسابي | تسجيل الخروج

المنصات / منصة المعلم / كتاب المعلم الأول / الوحدة 1 / الدرس (1)

قوائد الدرس (1)

صوتيات الدرس

الدرس (1)

- |                     |       |             |
|---------------------|-------|-------------|
| 01 الحوار الأول (أ) | تحميل | 0:00 / 1:38 |
| 02 الحوار الأول (ب) | تحميل | 0:00 / 1:20 |
| 03 المفردات (العرض) | تحميل | 0:00 / 0:38 |

الدرس (1) - الوحدة 1 - التمهيد والتعارف - الدرس 1

الحوار الأول (أ) ، أنظر واستمع وأعد.

الحوار الأول (ب) ، أنظر واستمع وأعد.

الدرس التالي



## Platform review

### Lesson benefits

- Enriching benefits for the teacher, enhancing the educational process, and opening diverse and cultural horizons.

الرئيسية | حسابي | تسجيل الخروج

المنصات / منصة المعلم / كتاب المعلم الأول / الوحدة 1 / الدرس (1)

فوائد الدرس (1)

صوتيات الدرس

الدرس (1)

#### اللغة العربية (1):

##### اللغة العربية بين الماضي والحاضر.

نزل القرآن الكريم باللغة العربية، فأحياءها، وضمن بقائها، ونشرها في كل مكان وصلت إليه الدعوة، وأقبل الناس على تعلم اللغة العربية بحماس في العصور الإسلامية الأولى، ثم انحسر تعليمها، وقلَّ الإقبال عليها في العصور المتأخرة، حتى أطلَّ القرن العشرون -وبخاصة النصف الثاني منه- فعادت العربية سيرتها الأولى، فأصبحت اللغة الثانية، التي تعلم إجبارياً في كثير من البلاد الإسلامية: في إفريقيا، وجنوب شرق آسيا، كما أنها إحدى اللغات التي يقبل على تعلمها الكثيرون في أوروبا والأمريكيتين.

2 - 1

الدرس (1) / الوحدة 1 / المنصة

المعرض

الحوار الأول (1) ، انظر واستمع وأعد.

خالد : السلام عليكم .  
خديجة : وعليكم السلام .  
خالد : اسمي خالد ، ما اسمك ؟  
خديجة : اسمي خديجة .  
خالد : كيف حالك ؟  
خديجة : بخير ، والحمد لله .  
وكيف حالك أنت ؟  
خالد : بخير ، والحمد لله .

الحوار الأول ( ب ) ، انظر واستمع وأعد.

خولة : السلام عليكم .  
خديجة : وعليكم السلام .  
خولة : اسمي خولة ، ما اسمك ؟  
خديجة : اسمي خديجة .  
خولة : كيف حالك ؟  
خديجة : بخير ، والحمد لله .  
وكيف حالك أنت ؟  
خولة : بخير ، والحمد لله .

الدرس التالي



## Platform review

- The ability to view and enlarge the student book page

البحث

التحية والتعارف

الوحدة « ١ »

العرض

الحوار الأول ( أ ) : انظر واستمع وأعد.

خالد : السلام عليكم .  
خليل : وعليكم السلام .  
خالد : اسمي خالد ، ما اسمك ؟  
خليل : اسمي خليل .  
خالد : كيف حالك ؟  
خليل : بخير ، والحمد لله .  
وكيف حالك أنت ؟  
خالد : بخير ، والحمد لله .

الحوار الأول ( ب ) : انظر واستمع وأعد.

خولة : السلام عليكم .  
خديجة : وعليكم السلام .  
خولة : اسمي خولة ، ما اسمك ؟  
خديجة : اسمي خديجة .  
خولة : كيف حالك ؟  
خديجة : بخير ، والحمد لله .  
وكيف حالك أنت ؟  
خولة : بخير ، والحمد لله .

الدرس التالي

الأقسام





Please do not hesitate to contact us for any  
inquiries or suggestions.

We like to hear from you

[www.arabicforall.net](http://www.arabicforall.net)

