

# I.M.A.M. STYLE GUIDE

VERSION 1



I.M.A.M.



# I.M.A.M.

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# Introduction

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This handbook holds an abridged version of the guidance that I.M.A.M. uses in its publications. Other scholars and organizations have requested our style guide, so we are now making this version available for public use. It is up to those organizations or individuals to decide whether to use all or some of the same guidelines. I.M.A.M. uses the seventeenth edition of the *Chicago Manual of Style* (CMoS) for most grammar, punctuation, and style issues. When usage differs from the CMoS, it is noted in this handbook. In addition, there is guidance for issues that recur often in publications, even when CMoS addresses them. I.M.A.M. uses the eleventh edition of *Merriam-Webster's Collegiate Dictionary* (MWCD) for preferred spellings of English words not in this handbook. Frequently used words are also listed even when they are in MWCD.

Contents of the handbook are in this order:

1. Transliteration and translation rules
2. Spelling charts for Arabic words and terms (with terms listed in alphabetical order except in charts that make more sense in numerical order, such as chapters of the Qur'an, Hijri months, and the list of infallibles)
3. Spelling list for English words and terms (in alphabetical order)
4. Other guidance for capitalization, punctuation, grammar, word usage, citations, and book publication (with the headings and subheadings listed in alphabetical order)

## Transliteration

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Books of jurisprudence (*fiqh*), such as *A Code of Practice for Muslims in the West*, and academic books should use diacritics (e.g., 'Arafāt, Shī'a).

Other books, such as *God's Emissaries, Islam and Christianity*, and non-specialist *fiqh* manual booklets should not have diacritics. In other words, books for lay people do not have diacritics (e.g., Arafat, Shia).

Digital work such as emails and content on websites and social media should not have diacritics, because the diacritics do not convert properly in some online programs.

For scholarly works, transliterate Arabic words according to the scheme used by the International Journal of Middle Eastern Studies (IJMES). There are some exceptions to the IJMES spellings for words that have common use in English, as seen in this link: Microsoft Word - IJMES Word List Rev.doc.

Spelling for lay publications will use a system that follows the IJMES scheme as closely as possible but does not use diacritics (see the chart below). Occasionally, there will be exceptions in the lay spellings due to common usage of certain spellings. Those are included in the Arabic spelling charts.

When quoting another source, keep the spelling, punctuation, capitalization, and transliteration as close as possible to the original. If there is an obvious typo in the original, you may correct it. If you choose to keep a misspelling that is in the original, put the abbreviation *sic* in italics and in square brackets [sic] after the word. This means the original source had the misspelling. See *Chicago Manual of Style*, 13.7, for the few instances of permissible changes to punctuation, capitalization, and spelling of quoted sources.

In Arabic, names use a hyphen with *al*. Make *ibn* lowercase if it is not the first word in a name. Make *Abu* uppercase, as in the following example:

Shaykh Abu Jafar Muhammad ibn Yaqub  
al-Kulayni (may God be pleased with him)

# Transliteration Scheme

The following table has the IJMES scheme for scholarly works as well as the one used for lay readers.

The hierarchy of spelling is as follows:

1. If the word occurs in *Merriam Webster's*, consider it to be an English word and spell it as it occurs there. For place names, use the spelling used in maps for English speakers. For proper names of modern-day scholars and individuals, use the way they spell their own names.
2. Spell words that do not fall under item one above according to the transliteration table below.
3. Rare exceptions, for words that would seem odd to the general reader if using this system, are in the Arabic transliterated spelling tables below.
4. There will be instances where one will not use the transliteration for general readers for SEO (search engine optimization) purposes. If a particular spelling has a high volume of search traffic on Google, opt for that in SEO blogs.

Arabic	English Representation for Scholarly Works	English Representation for Lay Readers	How Pronounced
ء	ء	' (closing single quotation mark)	glottal stop, sounds a bit like "oh"
أ	often a, but varies depending on vowel markings around it	often a, but varies depending on vowel markings around it	varies depending on vowel markings around it
ب	b	b	"b" as in "bed"
ت	t	t	"t" as in "tent"
ث	th	th	"th" as in "think"
ج	j	j	"j" as in "jam"
ح	h	h	sharp "h"
خ	kh	kh	as "ch" in German "Bach"
د	d	d	"d" as in "deer"
ذ	dh	dh	"th" as in "there"
ر	r	r	"r" as in "run"
ز	z	z	"z" as in "zoo"
س	s	s	"s" as in "sit"
ش	sh	sh	"sh" as in "shut"
ص	ṣ	s	"s" as in "soon"
ض	ḍ	d	a bit like the "d" in "bulldozer"
ط	ṭ	t	hard "t," a bit like the "t" in "Tasmania"
ظ	ẓ	z	"th" as in "those"
ع	‘	' (opening single quotation mark)	a bit like the "a" in "agh" that people say when startled
غ	gh	gh	as "r" in French "Paris"
ف	f	f	"f" as in "fit"
ق	q	q	"q" as in Iranian city of "Qom"
ك	k	k	"k" as in "king"
ل	l	l	"l" as in "lift"
م	m	m	"m" as in "moon"

Arabic	English Representation for Scholarly Works	English Representation for Lay Readers	How Pronounced
ن	n	n	“n” as in “net”
ه	h	h	“h” as in “house”
و (as a consonant)	w	w	“w” as in “wonder”
ي (as a consonant)	y	y	“y” as in “yellow”
ة	-a	-a	
ل	al- or -l-	al- or -l-	
ا	ā	a	
ا	a	a	“a” as in “pat”
ي	i	i	“i” as in “pit”
و	u	u	“u” as in “put”
ا	ā	a	
ي	ī	i	“ee” as in “meet”
و	ū	u	“oo” as in “moot”
ي	ai or ay	ai or ay	“ay” as in “say”
و	au or aw	aw	“ow” as in “cow”
ي	iyy	iyy	
و	uww	uww	

## Translations

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When quoting another source, keep the spelling, punctuation, capitalization, and transliteration as close as possible to the original. If there is an obvious typo in the original, you may correct it. If you choose to keep a misspelling that is in the original, put the abbreviation *sic* in italics and in square brackets [sic] after the word. This means the original source had the misspelling. See *Chicago Manual of Style*, 13.7, for the few instances of permissible changes to punctuation, capitalization, and spelling of quoted sources.

When quoting from a translated source, keep the words of the translation the same. If you need to adjust a word or two, place your changes in square brackets and italics, to distinguish between translator brackets which do not have italics inside. If you find that you are making too many changes, you should either use another translation or have someone authorized by I.M.A.M. or your organization who is familiar with the original Arabic to translate anew.

## Arabic Transliterated Spellings

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### Arabic common and proper nouns, adjectives, and phrases

The first column in the table below has the IJMES spelling for use in scholarly publications. The second column holds I.M.A.M. spellings for non-scholarly publications for general readers (both Muslims and non-Muslims). The English equivalent column has a quick, one or two-word equivalent meaning. If you

need more explanation of any of the words, then a definition would be in order either within the text or in a footnote or glossary. The SEO column holds spellings to use in blogs because of their frequent use in search engines.

Spell place names as seen on most common maps.

Arabic phrases, unless noted, do not have a period after them.

For prophets' names, the English equivalent column lists the conventional English Biblical name, if any. For words, such as imam that are used both as a title and as a common noun, please see the section in this guide called [Titles of People](#).

All words and terms in this chart are in alphabetical order. "The" and "al-" are not part of alphabetization. This chart alphabetizes the names of people who lived in the Prophet's time by first name, since the general reader may not be familiar with the rest of their name. It alphabetizes scholars and people of modern times by last name, which is the last word of their name plus "Abu" or "Ibn" if it occurs directly before the last word.

Immediately following this chart is a chart of commonly cited authors and books, as well as charts for items that make more sense presented in numerical order (chapters of the Qur'an, Hijri months, and the infallibles).

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
عبد المنطّب	‘Abd al-Muṭṭalib	‘Abd al-Muttalib	grandfather of the Prophet	
عبد الله بن العباس	‘Abd Allāh ibn al-‘Abbās	‘Abdullah ibn al-‘Abbas	cousin of the holy Prophet (pbuh&hp).	
أبو	abū (capitalized only when not preceded by another name)	abu	title, meaning "father of"	
أبو بكر	Abū Bakr	Abu Bakr		
أبو ذر الغفارى	Abū Dhar al-Ghifārī	Abu Dhar al-Ghifari	a companion of the holy Prophet (pbuh&hp)	
أبو الفضل العباس	Abū-l-Faḍl al-‘Abbās	Abu al-Fadl al-‘Abbas (p)	The half-brother of Imam Hussain (p) and one of the great martyrs of Karbala	
أبو سفيان	Abū Sufyān	Abu Sufyan		
النبي آدم	al-nabī Ādām	Prophet Adam (p)	Adam	
اذان	adḥān	adhan	call to prayer	
عهد	‘ahd	‘ahd	covenant	
أهل البيت	Ahl al-Bayt	Ahl al-Bayt	Holy Household	
أهل الخبرة	ahl al-khibra	ahl al-khibra	experts	
أهل الكتاب	ahl al-kitāb	ahl al-kitab	People of the Book	
الأعلم	al-a‘lam	al-a‘lam	most knowledgeable	
الله تعالى	Allāhu ta‘ālā	Allah ta‘ala	Allah, the Exalted	
الله أكبر	Allāhu akbar	Allahu akbar	God is greater	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
اللَّهُمَّ صَلِّ عَلَى مُحَمَّدٍ وَآلِ مُحَمَّدٍ	Allāhumma salli 'alā Muhammadin wa ăl-i Muhammād	Allahumma salli ala Muhammadin wa al-i Muhammad	O God! Bless Muhammad and the progeny of Muhammad	
عَلَّامَةٌ	'Allāma	'Allama	a title meaning one who is highly knowledgeable	
عِمَامَةٌ	'imāma	'imama	turban	
أَمْرٌ	amr	amr	matter; command	
الْأَمْرُ بِالْمَعْرُوفِ وَالْهُنْكَرِ عَنِ الْمُنْكَرِ	al-amr bi-l-ma'rūf wa-n-nahy 'ani-l-munkar	al-amr bi-l-ma'ruf wa-n-nahy 'ani-l-munkar	enjoining good and forbidding evil	
الأنصار	al-ansār	al-ansar	the supporters Capitalize if you are not using “al-” and are referring specifically to those in Medina who helped the Prophet and other Muslims who came to Medina	
أنصار	ansār	Ansar	supporter Capitalize only when not using the prefix al- and referring specifically to those Medinans who helped the Prophet (pbuh&hp) and others who immigrated from Mecca	
عَقِيقَةٌ	'aqīqa	'aqiqa	sacrifice	aqiqah
عَرْفَةٌ	'Arafa	'Arafa	day that pilgrims assemble at Arafat	
عَرَفَاتٌ	'Arafāt	'Arafat	an area outside Mecca that pilgrims visit during hajj	
أَرْبَعُونٌ	Arba'īn	Arba'in	fortieth day after the martyrdom of Imam Hussain (p)	Arbaeen
عَاشُورَاءٌ	'Āshūrā'	'Ashura'	day of Imam Hussain's martyrdom	
السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللَّهِ وَبَرَكَاتُهُ	as-salāmu 'alaykum wa rahmatullāhi wa barakātuh	as-salamu 'alaykum wa rahmatullahi wa barakatuh	may the peace, mercy, and blessings of God be with you	
آيَةُ الْكُرْسِيِّ	Āyat al-Kursī	Ayat al-Kursi	Qur'an 2:255	
آيَةُ اللَّهِ	Ayatollah	Ayatollah	Sign of God; refers to a Shia Islamic jurist. Capitalize only when used as a title; when used as a common noun do not capitalize (see examples in text of Style Guide, <u>Titles of People</u> )	
النَّبِيُّ أَيُّوبٌ	al-nabī Ayyūb	Prophet Ayyub (p)	Job	
بَغْدَادٌ	Baghdad	Baghdad	the capital of Iraq	
بَالِغٌ	bāligh	baligh	a person who has reached the age of religious obligation	
بَصْرَةٌ	Baṣra	Basra	a city in southern Iraq	
بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ	bismillāh'ir-Rahmān'ir-Rahīm	bismillah'ir-Rahman'ir-Rahim	In the name of God, the Beneficent, the Merciful	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
بُلُوغ	bulūgh	bulugh	the age of religious obligation	
دَمْشَق	Damascus	Damascus	the capital of Syria	
النَّبِيُّ دَاؤُود	al-nabī Dāwūd	Prophet Dawud (p)	David	
دِين	dīn	din	religion	deen
ذَبِيْحَة	dhabīḥa	dhabiha	lawful Islamic animal slaughter	
ظُهُر	zuhr	zuhr	noon prayer	
دُعَاء	du‘ā'	du'a'	supplication	
عِيْدُ الْأَضْحَى	ʻId al-Adhā	Eid al-Adha	celebration of day of sacrifice at hajj	
عِيْدُ الْفِطْر	ʻId al-Fiṭr	Eid al-Fitr	celebration of the end of the month of fasting	
عِيْدُ الْغَدَرِ	ʻId al-Ghadīr	Eid al-Ghadir	celebration of the Prophet's announcement of Imam Ali (p) as his successor	
فَتْوَى / فَتَوْاْيِ	fatwā/fatāwā	fatwa/fatawa	edict/edicts	
غُنَاء	ghinā'	ghina'	music for entertainment	
غُسْل	ghusl	ghusl	ritual bath	
حَدِيث	hadīth	hadith	tradition, narration	
أَهَادِيث	ahadīth	hadith	traditions, narrations	
حَاجَ / حَاجَة	hājj/hājja	hajj/hajja	man/woman who has made the pilgrimage to Mecca. Capitalize when used as a title; do not capitalize when used as a common noun.	
حَجَّ	hājj	hajj	pilgrimage	
حَجَّةُ الْإِسْلَام	hajjat al-Islām	hajjat al-Islam	the obligatory pilgrimage	
حَجَّ التَّمَّعْنُ	hajj al-tamattu'	hajj al-tamattu'	a kind of pilgrimage that is obligatory for a person whose distance from Mecca is over sixteen parasangs or forty-eight miles	
خَالِل	halāl	halal	permissible	
الْحَمْدُ لِلَّهِ	al-ḥamdu li'llāh	al-hamdu li'llah	praise be to God	alhamdulillah
حَرَام	ḥarām	haram	forbidden	
النَّبِيُّ هَارُون	al-nabī Hārūn	Prophet Harun (p)	Aaron	
الْحَسَنَيْنِ	al-Hasanayn	al-Hasanayn	Imams Hasan and Hussain (pbut)	
حَوْزَة	ḥawza	hawza	Islamic seminary	
حَضْنُ	hayd	hayd	menstrual blood	
حِجَاب	hijāb	hijab	covering/veil	
حِجَاز	Hijāz	Hijaz	a region on the Arabian Peninsula	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
هِجْرَةٌ	hijra	hijra	the Prophet's migration from Mecca to Medina	
هِلَالٌ	hilāl	hilal	crescent	
حِرَاءُ	Ḥirā'	Hira'	the cave/mountain where the Prophet (pbuh&hp) received his first revelation	
النَّبِيُّ هُودٌ	al-nabī Hūd	Prophet Hud (p)		
حُجَّةُ الْإِسْلَامِ	Ḥujjatu'l-Islām	Hujjat al-Islam	Proof of Islam a title given to a scholar who has studied the advanced level of seminarian studies (al-kharij).	
الْحُرُّ الرِّيَاحِيُّ	Al-Ḥurr al-Riyāḥī	al-Hurr al-Riyahi	one of the companions of Imam Hussain (p)	
مُحَسِّنَةٌ	Ḥusayniyya	Husayniyya	congregation hall for Twelver Shia Muslims to hold their ceremonies, especially those associated with the mourning of Imam Hussain (p)	
ابْنُ تَمِيمَةَ	Ibn Taymiyya	Ibn Taymiyya	a Sunni scholar who lived during the seventh hijri century	Ibn Taymiyyah
النَّبِيُّ إِبْرَاهِيمٌ	al-nabī Ibrāhīm	Prophet Ibrahim (p)	Abraham	
النَّبِيُّ إِدْرِيسُ	al-nabī Idrīs	Prophet Idris (p)	Enoch	
عِدَّةٌ	'idda	'idda	waiting period for a woman after divorce or after the death of her husband	
الْحَتِيطُ	iḥtiyāṭ	ihtiyat	precaution	
الْحَتِيطُ الْسَّيْخِيَّ	iḥtiyāṭ istiḥbābī	ihtiyat istihbabī	recommended precaution	
الْحَتِيطُ وَاجِبٌ / الْحَتِيطُ وَجُوبِيٌّ	iḥtiyāṭ wājib/iḥtiyāṭ wujūbī	ihtiyat wajib; ihtiyat wujubi	obligatory precaution	
عِلْمُ الْحَدِيثِ	'ilm al-ḥadīth	'ilm al-hadith	study of narrations	
عِلْمُ الرِّجَالِ	'ilm al-rijāl	'ilm al-rijal	study of transmitters of hadith	
إِمَامٌ / أُئُمَّةٌ	imām(ah)	imam(s)	religious leader (could also serve as a title, and capitalize when using it as a title or proper noun and not when using it as a common noun. See <a href="#">Titles of People</a> later in this Style Guide.)	
إِمَامَةٌ	imāma	imama	imamate, religious leadership	
إِقَامَةٌ	iqāma	iqama	second call to prayer	iqamah
النَّبِيُّ عِيسَى	al-nabī ʿIsā	Prophet 'Isa (p)	Jesus	
أَصْفَهَانٌ	Isfahān	Isfahan	a city in Iran	
النَّبِيُّ إِسْحَاقُ	al-nabī Iṣhāq	Prophet Ishaq (p)	Isaac	
النَّبِيُّ إِسْمَاعِيلُ	al-nabī Ismā'īl	Prophet Ismail (p)	Ishmael	
إِسْرَافٌ	isrāf	israf	extravagant expenditure	
إِسْتِهْلَالٌ	istihlāl	istihlal	transformation	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
استِخارة	istikhāra	istikhara	seeking counsel from Allah, the Exalted, through the holy Qur'an and other prescribed means	
استِصحاب	istiṣḥāb	istishab	a jurisprudential principle that denotes the presumption of continuity	
جعْفري	Ja‘fari	Ja‘fari	a follower of the sixth Imam of the Ahl al-Bayt, Imam Jafar al-Sadiq (p) (synonymous to Shia Twelver)	
جُنَاحَة	janāba	janaba	major ritual impurity that results from sexual intercourse or ejaculation	janabah
جَبْرِيلٌ/جَبْرِيلٌ	Jibrīl/Jibrā’il	Jibril/Jibra’il	Gabriel	
جِهَاد	jihād	jihad	striving	
جُزْءٌ	juz'	juz'	one-thirtieth of the Qur'an	juz
كَعْبَةُ	Ka‘ba	Ka‘ba	square edifice in the center of the holy mosque in Mecca	Kaaba
كَبِيرَةٌ	kabīra	kabira	a grave sin	
كَفَّارَةٌ	kaffāra	kaffara	expiation	kaffarah
كَرْبَلَاءُ	Karbala	Karbala	city in Iraq that holds the shrine of Imam Hussain (p) and the martyrs of Karbala	
كَاظِمِيَّةُ	Kāzimiyā	Kazimiyya	a city in Iraq holding the shrines of the seventh and ninth imams (pbut)	
خَدِيجَةُ بُنْتُ خُوَيْلِدٍ	Khadijah bint Khuwaylid	Khadijah bint Khuwaylid (p)	the first wife of the Prophet	
خَالِدُونَ	khālidūn	khalidun	immortal, imperishable	
خَدْرٌ	Khiḍr	Khidr	the righteous servant who has special wisdom which he taught Prophet Musa (p)	
خُمُّ	Khumm	Khumm	a place between Mecca and Medina	
خُمُسٌ	khums	khums	one-fifth tax on surplus of gains	
كُوفَّةُ	Kūfa	Kufa	a city in Iraq	
لَا إِلَهَ إِلَّا اللَّهُ	lā ilāha illāllāh	la ilaha illallah	there is no god but Allah	
لَيْلَةُ الْقَدْرِ	Laylat al-Qadr	Laylat al-Qadr	Night of Decree	Laylatul Qadr
النَّبِيُّ لُوطٌ	al-nabī Lūṭ	Prophet Lut (p)	Lot	
مَعْثُ	mab‘ath	mab‘ath	onset of the Prophet's mission	
مَدِينَةُ	madinah	madinah	a city	
مَحْرَمٌ	maḥram	mahram	a spouse or a close relative that one may not marry	
مَكْرُوهٌ	makrūh	makruh	detested	
مَقَامُ إِبْرَاهِيمَ	maqām Ibrāhīm	maqam Ibrahim	Station of Abraham that is near the Kabah	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
مَرْجِعٌ	marji‘	marji‘	a jurist who is qualified to be emulated in jurisprudential matters.	
مَرَاجِعٌ	marāji‘	maraji	the plural of marja	
مَرْجِعِيَّةٌ	marji‘iyya	marjaeyya		
مَرْوَةٌ	Marwa	Marwa	a hill in the city of Mecca	
مَشْهَدُ الْمَقَدَّسَةِ	Mashhad al-Muqaddasa	(Holy City of) Mashhad	a city in Iran that holds the shrine of Imam Rida (p)	
مَيْتَةٌ	mayta	mayta	an animal not slaughtered according to Islamic law	
مَكَّةُ الْمُكَرَّمَةِ	Makka al-Mukarrama	(Holy City of) Mecca (Meccan surahs)	the city where the Prophet (pbuh&hp) was born	
الْمَدِّيْنَةُ الْمَنَوَّرَةُ	al-Madīna al-Munawwara	(Holy City of) Medina (Medinan surahs)	the city where the Prophet (pbuh&hp) lived after leaving Mecca	Medina
مِنَىٰ	Minā	Mina	a location outside of Mecca where pilgrims spend the night in tents	
مَعْرَاجٌ	mi‘rāj	Mi‘raj (capitalized when referring specifically to the Prophet’s night journey)	ascent	
الْمُؤْصَلُ	Mosul	(al-)Mosul	a city in northwestern Iraq	
مَعَاوِيَةٌ	Mu‘awiya	Mu‘awiya		
مُبَاهَلَةٌ	Mubāhala	Mubahala	debate	
مُؤْذِنٌ	mu‘adhdhin	mu‘adhdhin	person who recites the call to prayer. Muezzin is in Merriam Webster’s; that spelling is recommended even though it is quite different from the IJMES spelling.	muezzin
مُفْتَنِيٰ	muftī	mufti	a jurist who is qualified to issue religious edicts	
مُهَاجِرُونَ	Muhājirūn	Muhajirun	emigrants (capitalized only when referring specifically to those who emigrated from Mecca with the Prophet)	
مُجْتَهِدٌ	mujtahid	mujtahid	a scholar who can derive Islamic laws from their sources	
مُجْتَهِدُونَ	mujtahidīn	mujtahidin	plural of mujtahid	
النَّبِيُّ مُوسَىٰ	al-nabī Mūsa	Prophet Musa (p)	Moses	
مُسْتَحْبَتٌ	mustahabb	mustahabb	recommended	
مُسْتَعْجَلَةٌ	mut‘a	mut‘a	temporary marriage	muta
مُسْتَحْجِسٌ	mutanajjis	mutanajjis	made ritually impure	
مُزْدَلَفَةٌ	Muzdalifa	Muzdalifa	a location outside of Mecca where pilgrims spend the night in the open air	Muzdalifah
نَذْرٌ	nadhr	nadhr	vow	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
النجف الأشرف	al-Najaf al-Ashraf	(Holy City of) Najaf	a city in Iraq holding the shrine of Imam Ali (p)	
نجس	najis	najis	ritually impure	
نجاسة	najāsa	najasa	ritual impurity	
نية	al-niyya	niyya	intention	niyyah
النبي نوح	al-nabī Nūh	Prophet Nuh (p)	Noah	
قضاء	qaḍā'	qada'	missed ritual prayers	
قصير	qāṣir	qasir	a minor	
قصر	qaṣr	qasr	shortening ritual prayers	
قبلة	qibla	qibla	direction of the Kabah	
قم المقدسة	Qum al-Muqaddasa	(Holy City of) Qom	a city in Iran having the shrine of Imam Rida's sister (p)	
القرآن	Qur'an	Qur'an	the holy book revealed by God to Prophet Muhammad (pbuh&hp) and the central religious text of Islam	
قریش	Quraysh	Quraysh	one of the Arabian tribes of Mecca	
ردد المظلوم	radd al-maẓālim	radd al-mazalim	payment of grievances	
رخمة	rak'a	rak'a	unit of prayer	
رُكُون	rukū'	rukū'	bowing	
صدقة	ṣadaqa	sadaqa	voluntary charity	
الصَّفَا وَالْمَرْوَة	al-Ṣafā w'al-Marwa	Safa and Marwa	the two hills in the city of Mecca	
صغرى	ṣaghīra	saghira	a minor sin	
سهم الإمام	sahm al-imām	sahm al-imam	portion of the imam from khums	
سعي	sa'i	sa'i	walking between Safa and Marwah	
سجدة	sajda	sajda	prostration	sajdah
صلاح الدين	Ṣalāḥ al-Dīn	Salah al-Din	a prominent leader of the Ayyubi sect	Saladin or Salahuddin
النبي صالح	al-nabī Ṣalīḥ	Prophet Salih (p)		
سامراء	Samarra	Samarra	a city in Iraq having the shrines of the tenth and eleventh imams as well as the room the twelfth imam lived in prior to his occultation	
سيّد	sayyid	sayyid	male descendant of the Prophet (pbuh&hp). Capitalize when using as a title and use lower-case when using as a common noun	
شهادة	shahāda	shahada	testimony of faith	
شريعة	shari'ā	shari 'a	Islamic law	

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
شیخ	shaykh	shaykh	an Islamic scholar (Use lower case when using as a common noun and capitalize when using as a title. See <a href="#">Titles of People in this Style Guide</a> .)	
شیعیة	shi'a (pl)	Shi 'a	the followers of the Ahl al-Bayt (pbut)	
شیعی	shi'i (n + adj)	Shi'i	a follower of the Ahl al-Bayt (pbut)	
النَّبِيُّ شَعْبَ	al-nabī Shu'ayb	Prophet Shu'ayb (p)	Jethro	
السَّعِیدُ عَلَیِ الْحَسَنِی السیستانی	Al-Sayyid 'Ali al-Husaynī al-Sīstānī	Sayyid 'Ali al-Husseini al-Sistani		
صوفی	Ṣūfī	Sufi(s)		
النَّبِیُّ سَلیمان	al-nabī Sulaymān	Prophet Sulayman (p)	Solomon	
سُنّة	sunna	sunna	the way of the Prophet Muhammad and Ahl al-Bayt (pbut)	sunnah
سُنّی	Sunni	Sunni(s)		
سُورَة	sura	sura(s)	chapter	surah
السَّعِیدُ مُحَمَّدُ حَسِین الطَّبَاطَبَائِی	Al-Sayyid Muḥammad Ḥusayn al-Ṭabāṭabā'ī	Sayyid Muhammad Hussain Tabataba'i (may God be pleased with him)		
تفسیر	tafsīr	tafsir	commentary	
طهارة	ṭahāra	tahara	ritual purity	
تکبیر	takbīr	takbir	saying Allah is great	
تقلید	taqlīd	taqlid	following a marja	
تقصیر	taqṣīr	taqṣir	shortening one's prayer because of travel	
التعزبُ بَعْدَ الْهِجْرَة	al-ta'arrub ba'd al-hijra	al-ta'rrub ba'd al-hijra	traveling to a place where a person's faith and religiosity weakens	
تسبيح	tasbīh	tasbih	glorification of God	
تسليم	taslīm	taslim	the salutation at the end of prayer	
طواف	ṭawāf	tawaf	circling the Kabah	
توحید	tawhīd	tawhid	divine oneness	
تیام	tayammum	tayammum	ablution with dirt (dry ablution)	
عُمر	‘Umar	‘Umar		
أمَّةٌ	Umayya	Umayyad(s)		
عُمْرَة	‘umra	‘umra	a shortened pilgrimage, usually outside the hajj month	umrah
أصول الفقه	uṣūl al-fiqh	usul al-fiqh	principles of jurisprudence	
عثمان	‘Uthmān	‘Uthman		Uthman

Arabic	Transliteration for scholarly publications	Transliteration for general readers	English equivalent or brief explanation	SEO spelling
وهاب	Wahhābi	Wahhabi		
واجب	wājib	wajib	obligatory	
واجب كفائي	wājib kifā'i	wajib kifa'i	an obligation that if performed by some duty-bound Muslims, the others will no longer held accountable	
وضوء	wūdu'	wudu'	ablution	wudu
النبي يحيى	al-nabī Yahya	Prophet Yahya (p)	John the Baptist	
النبي يعقوب	al-nabī Ya'qūb	Prophet Ya'qub (p)	Jacob	
يثرب	Yathrib	Yathrib	the city to which the Prophet (pbuh&hp) moved after leaving Mecca	
يزيد بن معاوية	Yazīd ibn Mu'āwiya	Yazid ibn Mu'awiya		
النبي يونس	al-nabī Yūnus	Prophet Yunus (p)	Jonah	
النبي يوسف	al-nabī Yūsuf	Prophet Yusuf (p)	Joseph	
زكاة	zakāt	zakat	required charity	
النبي زكريا	al-nabī Zakariyyā	Prophet Zakariyya (p)	Zechariah	
زمزم	Zamzam	Zamzam	a well in Mecca	
زنسن الكبرى	Zaynab al-Kubrā	Zaynab (p) or Zaynab al-Kubra (p)	granddaughter of the Prophet and sister of Imam Hussain (p)	
زيارة	zīyāra	ziyara	visiting shrines	
زيارة وارث	Zīyārat wārith	Ziyarat warith	a text recited when visiting the shrine of Imam Hussain (p).	
الزيارة الجامعية الكبيرة	Al-zīyāra al-jāmi'a al-kabīra	Al-ziyara al-jami'a al-kabira	a text recited when visiting any of the fourteen infallibles (pbut).	

## Authors and books

For Arabic titles, capitalize only the first letter of the first word and any proper names according to the *Chicago Manual of Style* 8.158.

If there is a modern-day author that already has a spelling in Roman letters, use their spelling. If not, or if they are a historical scholar, use the I.M.A.M. spelling system.

These authors are in alphabetical order by what English speakers would term their surname—the last word of their name. “Ibn” and “Abu” are parts of a surname and part of the alphabetization if they occur directly before that last word, but “al-” is not part of alphabetizing the last name.

Author (spelling for scholarly publications)	Author (spelling for lay readers)	Book (spelling for scholarly works)	Book (spelling for lay readers)
الإمام علي بن الحسين زين العابدين السجّاد Al-Imām 'Ali ibn al-Ḥasan Zayn al-Ābidīn	Imam 'Ali Zayn al-'Abidin	الصحفة السجّادية Al-Ṣahīfa al-sajjādiyya	Al-sahifa al-sajjadiyya

Author (spelling for scholarly publications)	Author (spelling for lay readers)	Book (spelling for scholarly works)	Book (spelling for lay readers)
الشيخ محمد بن الحسن الحر العاملي Al-Shaykh Muḥammad ibn al-Hasan al-Ḥurr al-Āmilī	Shaykh Muhammad ibn al-Hasan al-Hurr al-‘Amili	تفصيل وسائل الشيعة <i>Tafsīl wasā'il al-Shī'a</i>	<i>Tafsīl wasā'il al-Shī'a</i>
جابر الأنصاري Jābir al-Anṣārī	Jabir al-Ansari		
السيد حسين البروجردي Al-Sayyid Ḥusayn al-Burūjirdī	Sayyid Hussain al-Burujirdi	جامع أحاديث الشيعة <i>Jamī' aḥādīth al-Shī'a</i>	<i>Jamī' aḥadīth al-Shī'a</i>
شمس الدين الذهبي Shams al-Dīn al-Dhahabī	Shams al-Din al-Dhahabi	سير أعلام البلاط <i>Siyar a'lam al-nubalā</i> تاريخ الإسلام <i>Tarīkh al-Islām</i>	<i>Siyar a'lam al-nubala'</i> <i>Tarīkh al-Islām</i>
السيد عبد العادي محمد تقى الحكيم Sayyid 'Abd al-Hādi Muḥammad Taqī al-Ḥakīm	Sayyid Abdul Hadi Muhammad Taqi al-Hakim	الفتاوى الميسرة الفقه للمغتربين الم منتخب من المسائل المستحبة <i>Al-fatāwā al-muyassara</i> <i>Al-fiqh li'l-mughtaribin</i> <i>Al-muntakhab min al-masā'il al-muntakhaba</i>	<i>Al-fatawa al-muyassara,</i> ( <i>Jurisprudence Made Easy</i> ) <i>Al-fiqh li'l-mughtaribin</i> , ( <i>A Code of Practice for Muslims in the West</i> ) <i>Al-muntakhab min al-masā'il al-muntakhaba</i>
الشيخ عبد الله الحميري Al-Shaykh 'Abdullāh al-Ḥimyārī	Shaykh 'Abdullah al-Himyari	قرب الإسناد <i>Qurb al-isnād</i>	<i>Qurb al-isnād</i>
المتفقى الهندى Al-Muttaqī al-Hindī	Al-Muttaqi al-Hindi	كتن العمال <i>Kanz al-‘ummāl</i>	<i>Kanz al-‘ummāl</i>
مالك بن أنس Mālik ibn Anas	Malik ibn Anas	الموطأ <i>Al-mūwaṭṭa'</i>	<i>Al-muwatta'</i>
ابن الأثير Ibn al-Athīr	Ibn al-Athir	الكامل في التاريخ <i>Al-kāmil fi al-tārīkh</i>	<i>Al-kamil fi al-tarikh</i>
ابن كثير Ibn Kathīr	Ibn Kathir	البداية والنهاية <i>Al-bidāya wa al-nihāya</i>	<i>Al-bidāya wa al-nihāya</i>
السيد روح الله الموسوي الخميني Al-Sayyid Rūḥullāh al-Mūsawī al-Khomeinī	Sayyid Ruhullah Khomeini	الأربعون حديثاً تحرير الوسيلة <i>Al-arba‘ n ḥadīthā</i> <i>Tahrīr al-wasīla</i>	<i>Al-arba‘un hadīthā</i> <i>Tahrīr al-wasīla</i>
السيد أبو القاسم الموسوي الخوئي Al-Sayyid Abū al-Qāsim al-Khū'i	Sayyid Abu al-Qasim al-Khoei	منهج الصالحين <i>Minhāj al-ṣāliḥīn</i>	<i>Minhaj al-salihin</i>
الشيخ محمد بن يعقوب الكليني Al-Shaykh Muḥammad ibn Ya‘qūb al-Kulaynī	Shaykh Muhammad ibn Ya‘qub al-Kulayni	الكافي <i>Al-kāfi</i>	<i>Al-kafi</i>
الشيخ محمد باقر المجلسي Al-Shaykh Muḥammad Bāqir al-Majlīsī	Shaykh Muhammad Baqir al-Majlisi	بحار الأنوار <i>Bihār al-anwār</i>	<i>Bihar al-anwar</i>
أبو الحسن المسعودي Abū al-Hasan al-Mas‘ūdī	Abu al-Hasan al-Mas‘udi	مروج الذهب ومعادن الجوادر- dhahab wa ma‘ādin al-jawāhir	<i>Murūj al-dhahab wa ma‘ādin al-jawāhir</i>
الشيخ محمد رضا المظفر Al-Shaykh Muḥammad Rida al-Muzafar	Shaykh Muhammad Rida al-Muzafar	عقائد الإمامية <i>‘Aqā'id al-imāmiyya</i>	<i>‘Aqa'id al-imamiyya</i>
الشيخ محمد مهدي التراقي Al-Shaykh Muḥammad Mahdī al-Narāqī	Shaykh Muhammad Mahdi al-Naraqi	جامع السعادات <i>Jamī' al-sa‘adāt</i>	<i>Jamī' al-sa‘adat</i>
الميرزا حسين النوري Al-Mīrzā Ḥusayn al-Nūrī	Mirza Hussain al-Nuri	مستدرك الوسائل <i>Mustadrak al-wasā'il</i>	<i>Mustadrak al-wasa'il</i>

Author (spelling for scholarly publications)	Author (spelling for lay readers)	Book (spelling for scholarly works)	Book (spelling for lay readers)
الشیخ عیاس القمی Al-Shaykh 'Abbas al-Qummi	Shaykh 'Abbas al-Qummi	مفایح الجنان <i>Mafatih al-jinān</i>	<i>Mafatih al-jinan</i>
الشیف الرضی Al-Sharif al-Radi	Al-Sharif al-Radi	نھج البالغة <i>Nahj al-balāgha</i>	<i>Nahj al-balaghah</i>
السید محمد باقر الصدر Al-Sayyid Muḥammad Bāqir al-Ṣadr	Sayyid Muḥammad Baqir al-Sadr	الفتاوى الواضحة <i>Al-fatāwa al-wāḍīha</i>	<i>Al-fatawa al-wadiha</i>
الشیخ علی بن بابویه الصندوق Al-Shaykh 'Alī ibn Bābawayh al-Ṣadūq	Shaykh 'Alī ibn Babwayh al-Saduq		
الشیخ محمد بن علی بن بابویه الصندوق Al-Shaykh Muḥammad ibn 'Alī ibn Bābawayh al-Ṣadūq	Shaykh Muḥammad ibn 'Alī ibn Babwayh al-Saduq	الخصال من لا يحضره القيبة <i>Al-khiṣāl</i> <i>Man lā yahduruḥ al-faqīh</i>	<i>Al-khisal</i> <i>Man la yahduruḥ al-faqih</i>
السید علی الحسینی المسیستانی Al-Sayyid 'Alī al-Ḥusaynī al-Sistānī	al-Sayyid Ali al-Husseini al-Sistani	مناسك الحج المسائل المتنخبة منهج الصالحين التعليق على العروة الوثقى <i>Manāsik al-Hajj</i> <i>Al-masa'il al-muntakhabah</i> <i>Minhaj al-sāliḥīn</i> <i>Al-ta'liqa 'ala al-'urwa al-wuthqā</i>	<i>Manasik al-hajj</i> <i>Al-masa'il al-muntakhabah</i> <i>Minhaj al-salihin</i> <i>Al-ta'liqa 'ala al-'urwa al-wuthqā</i>
الشیخ حسن بن الفضل الطبری Al-Shaykh Ḥasan ibn al-Fadl al-Ṭabrisī	Shaykh Ḥasan ibn al-Fadl al-Ṭabrisī	مکارم الأخلاق <i>Makārim al-akhlāq</i>	<i>Makarim al-akhlaq</i>
الشیخ محمد بن الحسن الطووسی Al-Shaykh Muḥammad ibn al-Ḥasan al-Ṭūsī	Shaykh Muḥammad ibn al-Ḥasan al-Ṭūsī	الأمالي تذکیب الأحكام <i>Al-amālī</i> <i>Tahdhīb al-ahkām</i>	<i>Al-amali</i> <i>Tahdhib al-ahkam</i>

## Chapters of the Qur'an

Do not place quotation marks around chapter names, and do not put a comma after a chapter name. Example: Surat al-Fatiha 1:1 or (Qur'an 2:62)

The second column in the table below is for non-scholarly publications for Muslims or for non-Muslims;

scholarly publications use the IJMES transliteration scheme with diacritics as shown in the first column.

You may also see Surat spelled as Surah or Sura in other sources. When writing about specific chapters of the Qur'an, use Surat, as in Surat al-Fatiha. When using the word only, use the spelling sura unless it is for SEO purposes (surah).

Transliteration for scholarly works	Transliteration for general readers	English equivalent	
al-Fātiha	الفاتحة	1 Surat al-Fatiha	1 chapter of the Opening
al-Baqara	البقرة	2 Surat al-Baqara	2 chapter of the Cow
Āl-i 'Imrān	آل عمران	3 Surat Al-i 'Imran	3 chapter of the Imrāns
al-Nisā'	النساء	4 Surat al-Nisa'	4 chapter of the Women

Transliteration for scholarly works	Transliteration for general readers	English equivalent	
al-Mā'ida	الْمَائِدة	5 Surat al-Ma'ida	5 chapter of the Table
al-An'ām	الْأَنْعَام	6 Surat al-An'am	6 chapter of the Cattle
al-A'raf	الْأَعْرَاف	7 Surat al-A'raf	7 chapter of the Heights
al-Anfāl	الْأَنْفَال	8 Surat al-Anfal	8 chapter of the Spoils
al-Tawba	الْتَّوْبَة	9 Surat al-Tawba	9 chapter of the Repentance
Yūnus	يُونُس	10 Surat Yunus	10 chapter of Jonah
Hūd	هُود	11 Surat Hud	11 chapter of Hud
Yūsuf	يُوسُف	12 Surat Yusuf	12 chapter of Joseph
al-Ra'ḍ	الرَّأْد	13 Surat al-Ra'ḍ	13 chapter of Thunder
Ibrāhīm	إِبْرَاهِيم	14 Surat Ibrahim	14 chapter of Abraham
al-Hijr	الْحِجْر	15 Surat al-Hijr	15 chapter of the Rocky Tract
al-Nahl	النَّحْل	16 Surat al-Nahl	16 chapter of the Bee
al-Isrā'	الْإِسْرَاءُ	17 Surat al-Isra'	17 chapter of the Night Journey
al-Kahf	الْكَهْف	18 Surat al-Kahf	18 chapter of the Cave
Maryam	مَرْيَم	19 Surat Maryam	19 chapter of Mary
Tā Ha	طَه	20 Surat Ta Ha	20 chapter of Ta Ha
al-Anbiyā'	الْأَنْبِيَاءُ	21 Surat al-Anbiya'	21 chapter of the Prophets
al-Hajj	الْحَجَّ	22 Surat al-Hajj	22 chapter of the Pilgrimage
al-Mu'minūn	الْمُؤْمِنُونَ	23 Surat al-Mu'minun	23 chapter of the Believers
al-Nūr	النُّور	24 Surat al-Nur	24 chapter of the Light
al-Furqān	الْفُرْقَان	25 Surat al-Furqan	25 chapter of the Discernment
al-Shu'arā'	الشُّعَرَاءُ	26 Surat al-Shu'ara'	26 chapter of the Poets
al-Naml	النَّمَل	27 Surat al-Naml	27 chapter of the Ant
al-Qaṣas	الْقَصَصُ	28 Surat al-Qasas	28 chapter of the Story
al-'Ankabūt	الْأَنْكَابُ	29 Surat al-'Ankabut	29 chapter of the Spider

Transliteration for scholarly works	Transliteration for general readers	English equivalent
al-Rūm	الرُّوم	30 Surat al-Rum 30 chapter of the Romans
Luqmān	لُقْمَان	31 Surat Luqman 31 chapter of Luqman
al-Sajda	السَّجْدَة	32 Surat al-Sajda 32 chapter of the Prostration
al-Aḥzāb	الْأَحْزَاب	33 Surat al-Ahzab 33 chapter of the Confederates
Saba	سَبَّا	34 Surat Saba' 34 chapter of Sheba
Fāṭir	فَاطِر	35 Surat Fatir 35 chapter of the Originator
Yā Sīn	يَسْ	36 Surat Ya Sin 36 chapter of Ya Sin
al-Şāffāt	الْشَّفَّات	37 Surat al-Saffat 37 chapter of the Ranks
Şād	صَاد	38 Surat Sad 38 chapter of Sad
al-Zumar	الْزُّمُر	39 Surat al-Zumar 39 chapter of the Hordes
Ghāfir	غَافِر	40 Surat Ghafir 40 chapter of the Forgiver
Fuṣilāt	فُصْلَاتٍ	41 Surat Fussilat 41 chapter of Expounded Revelations
al-Shūrā	الشُّورَى	42 Surat al-Shura 42 chapter of the Council
al-Zukhruf	الْزُخْرُف	43 Surat al-Zukhruf 43 chapter of the Ornaments
al-Dukhān	الدُّخَان	44 Surat al-Dukhan 44 chapter of the Smoke
al-Jāthiya	الْجَاثِيَّة	45 Surat al-Jathiya 45 chapter of the Kneeling
al-Aḥqāf	الْأَحْقَاف	46 Surat al-Ahqaf 46 chapter of Ahqaf
Muhammad	مُحَمَّد	47 Surat Muhammad 47 chapter of Muhammad
al-Fath	الْفَتْح	48 Surat al-Fath 48 chapter of the Victory
al-Hujurāt	الْحُجَرَات	49 Surat al-Hujurat 49 chapter of the Chambers
Qāf	قَاف	50 Surat Qaf 50 chapter of Qaf
al-Dhāriyāt	الْذَّارِيَّات	51 Surat al-Dhariyat 51 chapter of the Winds
al-Tūr	الْطُّور	52 Surat al-Tur 52 chapter of Mount Sinai
al-Najm	النَّجْم	53 Surat al-Najm 53 chapter of the Star
al-Qamar	الْقَمَر	54 Surat al-Qamar 54 chapter of the Moon

Transliteration for scholarly works	Transliteration for general readers	English equivalent
al-Rahmān	الرَّحْمَن	55 Surat al-Rahman 55 chapter of the Beneficent
al-Wāqi‘a	الوَاقِعَةُ	56 Surat al-Waqi‘a 56 chapter of the Event
al-Ḥadīd	الْحَدِيدُ	57 Surat al-Hadid 57 chapter of the Iron
al-Mujādila	الْمُجَادِلَةُ	58 Surat al-Mujadila 58 chapter of She Pleaded
al-Ḥashr	الْحَشْرُ	59 Surat al-Hashr 59 chapter of the Exile
al-Mumtahana	الْمُمْتَحَنَةُ	60 Surat al-Mumtahana 60 chapter of the Females Verified
al-Ṣaff	الصَّفَّ	61 Surat al-Saff 61 chapter of the Ranks
al-Jumu‘a	الْجُمُعَةُ	62 Surat al-Jumu‘a 62 chapter of the Day of Assembly
al-Munāfiqūn	الْمُنَافِقُونَ	63 Surat al-Munafiqun 63 chapter of the Hypocrites
al-Taghābun	الْتَّغَابُنُ	64 Surat al-Taghabun 64 chapter of Cheating
al-Ṭalāq	الْ طَلَاقُ	65 Surat al-Talaq 65 chapter of the Divorce
al-Tahrim	الْتَّحْرِيمُ	66 Surat al-Tahrim 66 chapter of Prohibition
al-Mulk	الْمُلْكُ	67 Surat al-Mulk 67 chapter of the Kingdom
al-Qalam	الْقَلَمُ	68 Surat al-Qalam 68 chapter of the Pen
al-Ḥāqqā	الْحَقَّةُ	69 Surat al-Haqqā 69 chapter of the Torment
al-Ma‘ārij	الْمَعَارِجُ	70 Surat al-Ma‘ārij 70 chapter of High Ranks
Nūḥ	نُوحٌ	71 Surat Nuh 71 chapter of Noah
al-Jinn	الْجِنِّ	72 Surat al-Jinn 72 chapter of the Jinn
al-Muzzammil	الْمُزَامِلُ	73 Surat al-Muzzammil 73 chapter of the Mantled
al-Muddaththir	الْمُدَّثِّرُ	74 Surat al-Muddaththir 74 chapter of the Cloaked One
al-Qiyāma	الْقِيَامَةُ	75 Surat al-Qiyama 75 chapter of the Resurrection
al-Insān	الْإِنْسَانُ	76 Surat al-Insan 76 chapter of the Human Being
al-Mursalāt	الْمُرْسَلَاتُ	77 Surat al-Mursalat 77 chapter of the Angels Sent
al-Naba	الْنَّبَأُ	78 Surat al-Naba’ 78 chapter of the News
al-Nāzi‘at	النَّازِعَاتُ	79 Surat al-Nazi‘at 79 chapter of the Soul-Snatchers
‘Abasa	عَبَّاسٌ	80 Surat ‘Abasa 80 chapter of He Frowned

Transliteration for scholarly works	Transliteration for general readers	English equivalent
al-Takwīr التكوير	81 Surat al-Takwir	81 chapter of the Cessation
al-Infīṭār الانفطار	82 Surat al-Infīṭār	82 chapter of the Cataclysm
al-Muṭaffifīn المطّففين	83 Surat al-Muṭaffifīn	83 chapter of the Defrauders
al-Inshiqāq الانشقاق	84 Surat al-Inshiqāq	84 chapter of (Heavens) Rendered Apart
al-Burūj البروج	85 Surat al-Buruj	85 chapter of the Constellations
al-Ṭāriq الطّریق	86 Surat al-Ṭāriq	86 chapter of the Nightly Star
al-A'la الأعلى	87 Surat al-A'la	87 chapter of the Most High
al-Ghāshiya الغاشیة	88 Surat al-Ghāshiya	88 chapter of the Overwhelming Event
al-Fajr الفجر	89 Surat al-Fajr	89 chapter of the Dawn
al-Balad البلد	90 Surat al-Balad	90 chapter of the Town
al-Shams الشّمس	91 Surat al-Shams	91 chapter of the Sun
al-Layl الليل	92 Surat al-Layl	92 chapter of the Night
al-Duḥā الصُّبْح	93 Surat al-Duḥā	93 chapter of Daylight
al-Sharḥ الشُّرْح	94 Surat al-Sharḥ	94 chapter of the Comfort
al-Tīn التّين	95 Surat al-Tīn	95 chapter of the Fig
al-‘Alaq العَلَق	96 Surat al-‘Alaq	96 chapter of the Clot of Blood
al-Qadr القدر	97 Surat al-Qadr	97 chapter of Destiny
al-Bayyīna البَيِّنَة	98 Surat al-Bayyīna	98 chapter of the Testimony
al-Zalzala الزلزال	99 Surat al-Zalzala	99 chapter of the Earthquake
al-‘Ādiyāt العاديات	100 Surat al-‘Ādiyāt	100 chapter of the Chargers
al-Qāri‘a القارعة	101 Surat al-Qāri‘a	101 chapter of the Crash
al-Takāthur التّكاثر	102 Surat al-Takāthur	102 chapter of Worldly Gains
al-‘Aṣr الغُصْر	103 Surat al-‘Aṣr	103 chapter of the Time
al-Humāza الْهُمَزة	104 Surat al-Humāza	104 chapter of the Slanderer
al-Fil الْفَلِيل	105 Surat al-Fil	105 chapter of the Elephant
Quraysh قُرَيْش	106 Surat Quraysh	106 chapter of Quraysh

Transliteration for scholarly works	Transliteration for general readers	English equivalent	
al-Mā‘ūn	المَاعُون	107 Surat al-Ma‘un	107 chapter of Cooperation
al-Kawthar	الْكَوْثَر	108 Surat al-Kawthar	108 chapter of Abundant Virtue
al-Kāfirūn	الْكَافِرُونَ	109 Surat al-Kafirun	109 chapter of the Unbelievers
al-Naṣr	الْأَنْصَر	110 Surat al-Nasr	110 chapter of the Help
al-Masad	الْمَسَد	111 Surat al-Masad	111 chapter of Condemnation
al-Ikhlas	الْإِخْلَاص	112 Surat al-Ikhlas	112 chapter of the Purity
al-Falaq	الْفَلَاق	113 Surat al-Falaq	113 chapter of the Fissure
al-Nās	النَّاس	114 Surat al-Nas	114 chapter of the People

## Hijri months (in calendar order)

As in the other charts use the spellings in the first column for scholarly publications and those in the second column for most other publications. Please

see Appendix 1 at the end of the Style Guide for the reason I.M.A.M. chose these spellings for the Rabi and Jumada months.

Transliteration for scholarly works	Transliteration for general readers	
Muḥarram	مُحَرَّم	Muharram
Şafar	صَفَر	Safar
Rabi‘ al-Awwal	رَبِيعُ الْأَوَّل	Rabi‘ al-Awwal
Rabi‘ al-Ākhir	رَبِيعُ الْآخِر	Rabi‘ al-Ākhir
Jumāda al-Ūlā	جُمَادَى الْأُولَى	Jumada al-Ula
Jumāda al-Ākhira	جُمَادَى الْآخِرَة	Jumada al-Akhira
Rajab	رَجَب	Rajab
Şa‘bān	شَعْبَانَ	Sha‘ban
Ramadān	رَمَضَانَ	Ramadan
Shawwāl	شَوَّال	Shawwal
Dhu'l Qi‘da	ذُو الْقِعْدَة	Dhu al-Qi‘da
Dhu'l Hijja	ذُو الْحِجَّة	Dhu al-Hijja

# Infallibles

You need not use these entire names when referring to the infallibles. Just use the parts of the names that the author or translator used. The general column is for non-scholarly publications for Muslims or non-

Muslims. Scholarly works use the transliteration scheme followed by IJMES as seen in the first column. The other names column has other titles or names commonly used for each infallible.

Scholarly Works	General	Other names
النَّبِيُّ مُحَمَّدُ (صَلَّى اللَّهُ عَلَيْهِ وَآلِهِ وَسَلَّمَ) al-Nabī Muḥammad (ṣallā Allahu ‘alayhi wa ʿalīhi wa sallam)	Prophet Muhammad (pbuh&hp)	Prophet Muhammad ibn Abdullah (pbuh&hp); Ahmad; Muhammad al-Mustafa (pbuh&hp)
فَاطِمَةُ الرَّزْهَرَاءِ (عَلَيْهَا السَّلَامُ) Fāṭima al-Zahrā’ (‘alayhā al-salām)	Fatima al-Zahra’ (p)	Batul
الْإِمَامُ عَلَيُّ بْنُ أَبِي طَالِبٍ (عَلَيْهِ السَّلَامُ) al-Imām ‘Alī ibn Abī Ṭālib (‘alayhi al-salām)	Imam ‘Ali ibn Abi Talib (p)	Imam Ali al-Murtada (p); Amir al-Mu’minin
الْإِمَامُ حَسَنُ بْنُ عَلَيِّ الْمُجْتَمِعِيِّ (عَلَيْهِ السَّلَامُ) al-Imām al-Hasan ibn ‘Alī al-Mujtaba (‘alayhi al-salām)	Imam Hasan al-Mujtaba (p)	Imam Hasan ibn ‘Ali (p);
الْإِمَامُ اَلْتَسِينُ بْنُ عَلَيِّ الشَّهِيدِ (عَلَيْهِ السَّلَامُ) al-Imām al-Ḥusayn ibn ‘Alī (‘alayhi al-salām)	Imam Hussain ibn ‘Ali (p)	Imam Hussain al-Shahid (p); Aba Abdullah
الْإِمَامُ عَلَيُّ بْنُ الْحَسِينِ زَيْنُ الْعَابِدِينَ السَّجَادِ (عَلَيْهِ السَّلَامُ) al-Imām ‘Alī ibn al-Ḥusayn Zayn al-Ābidin (‘alayhi al-salām)	Imam Zayn al-Ābidin (p)	Imam al-Sajjad (p)
الْإِمَامُ مُحَمَّدُ بْنُ عَلَيِّ الْبَاقِرِ (عَلَيْهِ السَّلَامُ) al-Imām Muḥammad ibn ‘Alī al-Bāqir (‘alayhi al-salām)	Imam Muhammad al-Baqir (p)	Imam Muhammad ibn ‘Ali (p)
الْإِمَامُ جَعْفَرُ بْنُ مُحَمَّدٍ الصَّادِقِ (عَلَيْهِ السَّلَامُ) al-Imām Ja‘far ibn Muḥammad al-Ṣādiq (‘alayhi al-salām)	Imam Ja‘far al-Sadiq (p)	Imam Ja‘far ibn Muhammad (p)
الْإِمَامُ مُوسَى بْنُ جَعْفَرِ الْكَاظِمِ (عَلَيْهِ السَّلَامُ) al-Imām Mūsā ibn Ja‘far al-Kāẓim (‘alayhi al-salām)	Imam Musa al-Kazim (p)	Imam Musa ibn Ja‘far (p)
الْإِمَامُ عَلَيُّ بْنُ مُوسَى الرِّضاِ (عَلَيْهِ السَّلَامُ) al-Imām ‘Alī ibn Mūsā al-Riḍā (‘alayhi al-salām)	Imam ‘Ali al-Rida (p)	Imam ‘Ali ibn Musa (p)
الْإِمَامُ مُحَمَّدُ بْنُ عَلَيِّ الْجَوَادِ (عَلَيْهِ السَّلَامُ) al-Imām Muḥammad ibn ‘Alī al-Jawād (‘alayhi al-salām)	Imam Muhammad al-Jawad (p)	Imam Muhammad ibn ‘Ali; Muhammad al-Taqi
الْإِمَامُ عَلَيُّ بْنُ مُحَمَّدٍ الْهَادِيِّ (عَلَيْهِ السَّلَامُ) al-Imām ‘Alī ibn Muḥammad al-Hādī (‘alayhi al-salām)	Imam ‘Ali al-Hadi (p)	Imam ‘Ali ibn Muhammad (p); ‘Ali al-Naqi (p)
الْإِمَامُ حَسَنُ بْنُ عَلَيِّ الْعَسْكَرِيِّ (عَلَيْهِ السَّلَامُ) al-Imām al-Ḥasan ibn ‘Alī al-Askarī (‘alayhi al-salām)	Imam Hasan al-Askari (p)	Imam Hasan ibn ‘Ali (p); Hasan al-Askari (p)
الْإِمَامُ الْمُهَدِّيُّ الْمُنْتَظَرُ (عَلَيْهِ السَّلَامُ) al-Imām al-Mahdī al-Muntaẓar (‘alayhi al-salām)	Imam al-Mahdi (may God hasten his return)	Imam Muhammad al-Mahdi; Muhammad ibn Hasan; al-Hujjah

# English Acronyms, Words, and Terms

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The following list has words that have often come up in I.M.A.M. publications. Some have two or more acceptable spellings, so for English words in your publications, use the first, preferred spellings listed in *Merriam-Webster's Collegiate Dictionary, 11<sup>th</sup> Edition*. Also, note which words and terms are capitalized (proper nouns, historical eras, specific theological events and terms) and which are not (most other common nouns). These words are in alphabetical order for ease in searching. “The” and “al-” are not part of alphabetizing the word or term.

501(c)(3) – a type of tax exemption for a non-profit organization	Fatimid(s) fulfill, fulfillment
Abbasid(s)	Godwary
acknowledgments	hadith
Age of Absence	hadith of Two Weighty Things
Age of Ignorance	Hamdanid(s)
AH – Anno Hegirae or After Hijra	Hanafi(s)
angel of death	Hanbali(s)
Al-Azhar University	hawza(s)
BA or bachelor's degree	hell
Baathist	hellfire
Al-Baqi Cemetery	hereafter
Battle of Badr	Holy Household
Battle of Jamal (the Camel)	Holy Qur'an
Battle of Mu'ta	House of al-Saud or the al-Saud family
Battle of Nahrawan	I.M.A.M. – Imam Mahdi Association of Marjaeya, <a href="http://imam-us.org">http://imam-us.org</a>
Battle of Siffin	Imami Shia scholars
Battle of the Trench	IMI – Imamia Medics International, <a href="http://imamiamedics.org/">http://imamiamedics.org/</a>
Battle of Uhud	infallible progeny
BCE – Before the Common Era; usually used as an alternative for BC	infallibles
benefit, benefiting, benefited	Internet
BH – Before Hijra	Islam
book of God	Islamic
Buyid(s)	IT – information technology (always use the acronym)
cave of Hira	judgment(s), misjudgment
CE – Common Era; used in academia and in Islamic writings to denote the Christian era	Kharijites
chapter of the Clot of Blood	Last Day
chapter of the Help	<ul style="list-style-type: none"><li>Now the nature of believing in God and the Last Day requires a person...</li><li>The last day of the month is the thirtieth.</li></ul>
Christ	MA or master's degree
CSMSNA – Council of Shia Muslim Scholars of North America	Maliki(s)
Day of Arafa	Mazidi(s)
Day of Dispossession	MD or medical degree
Day of Judgment	MFI – Muslim Foundation, Incorporated, <a href="http://www.masjid-e-ali.org/">http://www.masjid-e-ali.org/</a>
Day of Reckoning	Miraj (capitalized only when referring to the Prophet's ascension)
Day of Recompense	muezzin (may put the transliterated mu'adhdhin in parentheses after it)
Day of Regret	Muslim
Day of Resurrection	My Orphans, <a href="http://myorphans.us/">http://myorphans.us/</a>
Day of Rising	
Day of Separation	
divine	
divine retribution	
far-fetched	

NGO – non-governmental organization (always use the acronym)	scripture
Night of Power	Shafii(s)
OIG – Organization of Islamic Cooperation, <a href="http://www.oic-oci.org/oicv2/home/?lan=en">http://www.oic-oci.org/oicv2/home/?lan=en</a>	Shia(s)
paradise	Shiism
People of the Book	the successor (a successive cry)
People of the Holy Household or People of the Household	Sufi(s)
PhD or doctorate	Sufism
the quaker (a cry)	Sunni(s)
Qur'anic	Sunnism
resurrection	travel, traveler, traveled
Safavid(s)	Twelver Shia Muslims
Saladin	Umayyad(s)
Sassanid(s)	Uyunid(s)
	Wahhabism
	web, web page, website
	worship, worshipping, worshipped

## Abbreviations and Acronyms

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### Honorifics in parentheses

Do not use honorifics more than once in a short sentence for the same person.

Do not use them in headings or titles of books. The exception is for web content, where one may use them in headings and titles.

Do not use one after a possessive.

Do not use them when the book's intended audience is non-Muslim people.

Listed alphabetically, here are the honorifics that I.M.A.M. uses in their publications:

- (may God be pleased with him) after the name of deceased scholars
- (may God hasten his appearance) after the name(s) of Imam al-Mahdi
- (may God prolong his life) after the name of living scholars
- (p) instead of alayhi, alayha, or alayhim al-salam after the names of the prophets, imams, Abu Fadl al-Abbas, ladies of the Ahl al-Bayt, Khadijah, Virgin Mary, and Gabriel; or “peace be upon him/her/them” in English
- (pbuh&hp) after Prophet Muhammad’s name; or “peace be upon him and his progeny” in English
- (pbut) “peace be upon them” when referring to several prophets or imams
- (swt) after God; “glorious and exalted is He”

## Capitalization

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### Titles of people

If using a title as a common noun, it is lowercase. If using it as part of a proper name, capitalize it. When writing it as a stand-alone word referring to one specific individual, its capitalization varies.

*Not capitalizing stand-alone version*

### Ayatollah

- Common: Grand ayatollahs are pious.
- Proper: Grand Ayatollah al-Sistani is a top-level scholar.
- Stand-alone: Grand Ayatollah al-Sistani is a top-level scholar. The **ayatollah** is based in Najaf.

## Shaykh

- Common: Some shaykhs write books.
- Proper: Shaykh Abu 'Ali wrote a book.
- Stand-alone: Shaykh Abu 'Ali wrote a book. The **shaykh** loves to write.

## President

- Common: All presidents in America have been male.
- Proper: He saw President Obama in person.
- Stand-alone: He saw President Obama in person. The **president** has two daughters.

### *Capitalizing stand-alone version*

## Imam

- Common: Some imams have the name 'Ali.
- Proper: Imam 'Ali al-Murtada (p) was the leader of Muslims after Prophet Muhammad (pbuh&hp).
- Stand-alone: Imam 'Ali al-Murtada (p) was the leader of Muslims after Prophet Muhammad (pbuh&hp). The **Imam** married Fatima al-Zahra (p).

## Prophet

- Common: Muhammad al-Mustafa was the name of the last prophet.
- Common: All the prophets were infallible.
- Proper: He saw Prophet Muhammad (pbuh&hp) at home.
- Proper: They tried to kill Prophet Abraham (p).
- Stand-alone: He saw Prophet Muhammad (pbuh&hp) at home. The **Prophet** (pbuh&hp) talked to him.
- Stand-alone: They tried to kill Prophet Abraham (p). The **Prophet** (p) did not die.

## Adjective + Prophet (chosen, final, beloved, etc.)

- Common: Prophet Muhammad (pbuh&hp) was the final prophet.
- Proper: This situation does not exist. Do not write “the Final Prophet Muhammad (pbuh&hp).” Write “the final prophet, Muhammad (pbuh&hp).”
- Stand-alone: “...in which God has been generous to the **Final Prophet** (pbuh&hp).”

## Speaker (of the House)

- Common: The speaker [person currently talking] is not using a microphone.
- Proper: Some people saw Speaker Nancy Pelosi.
- Stand-alone: Some people saw Speaker Nancy Pelosi. The **Speaker** is female. [Here capitalize to not confuse Speaker Pelosi with someone else who may be speaking. Do not capitalize because it is a prominent position or to show respect in this instance.]

## Exception

Even when the words “prophet” or “imam” refer to a specific prophet or imam, do not capitalize those words if they follow a possessive.

God guaranteed His prophet that the revelation would continue.

The extent of God’s affection for His chosen prophet is plain to see...

But Allah granted our prophet (pbuh&hp) this blessing directly.

...the gifts He gives them, especially His final prophet (pbuh&hp), namely, the level of...

...of His own chosen prophet (pbuh&hp) in a single night.

...about His prophet, Jesus (p)... His prophet, Solomon (p)

...quoting God’s prophet, may peace and blessings be upon him and his progeny.

...and it was sent to God’s messenger in the hands...

## Words referring to God

Capitalize God's attributes when they serve as proper names for God.

- The All-Merciful created us. God is all-merciful.
- The Creator has a plan. God is a creator.
- the Necessary Being
- God, the Almighty, is pure righteousness.
- The Almighty says,
- that He is all-knowing, all-sufficient, and all-wise (adjectives describing He)
- the Lord of the worlds
- the Lord of the world
- the Lord of the universe
- He is the All-Hearing, the All-Knowing. (nouns giving other names of He)

Capitalize pronouns referring to God.

- God gave us His traits.
- ...that He has not associated with anyone other than Himself.

Do not capitalize an attribute referring to God if it follows a possessive unless there would be confusion as to whom the noun refers—God or a human.

- ...obviously signifies the greatness of the creation mentioned in conjunction with its creator!
- But if servants were to entreat their Master to watch over them...

# Punctuation

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## Quoting sources

When quoting another source, keep the spelling, punctuation, capitalization, and transliteration as close as possible to the original. If there is an obvious typo in the original, you may correct it. If you chose to keep a misspelling that is in the original, put the abbreviation *sic* in italics and in brackets [sic] after the word. This means the original source had the misspelling. See *Chicago Manual of Style*, 13.7, for the few instances of permissible changes to punctuation, capitalization, and spelling of quoted sources.

When quoting from a translated source, keep the words of the translation the same. If you need to adjust a word or two, place your changes in square brackets and italics, to distinguish between translator brackets which do not have italics inside. If you find that you are making too many changes, you should either use another translation or have someone authorized by I.M.A.M. and familiar with the original Arabic do the translation from scratch.

## Square brackets

If a translator or editor needs to add a comment to a paragraph or as a footnote, put the comment in square brackets.

# Word Usage

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## “God” vs. “Allah”

### DIGITAL CONTENT:

Use the term “God” across the board unless there is a specific reason or instance to use “Allah” instead.

### PRINTED BOOKS:

- If the intended audience is both Muslim and non-Muslim, then use the term “God.”
- If the intended audience is Muslim, then use the term “Allah” in scholarly works that include jurisprudential and creed-related content (such as fiqh booklets) and “God” for non-scholarly works.

OPTIONAL: If there is relevance, make a note at the back of books intended for a non-Muslim audience for informational purposes: The Arabic term for “God” is “Allah.”

Likewise, for books intended for a Muslim audience, make a note saying: The English term for “Allah” is “God.”

# Qur’anic quotes

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I.M.A.M. uses Shaykh Muhammad Sarwar’s translation, sixth edition, print version for its interpretive style based on Ahl al-Bayt (pbut) sources. I.M.A.M. also uses Ali Quli Qarai’s translation, sixth edition, for academic works needing a more literal translation.

When quoting another source, keep the spelling, punctuation, capitalization, and transliteration as close as possible to the original. If there is an obvious typo in the original, you may correct it. If you chose to keep a misspelling that is in the original, put the abbreviation *sic* in italics and in brackets after the word. This means the original source had the misspelling. See *Chicago Manual of Style*, 13.7, for the few instances of permissible changes to punctuation, capitalization, and spelling of quoted sources.

When quoting from a translated source, keep the words of the translation the same. If you need to adjust a word or two, place your changes in square brackets and italics, to distinguish between translator brackets which do not have italics inside. If you find that you are making too many changes, you should either use another translation or have someone authorized by I.M.A.M. and familiar with the original Arabic do the translation from scratch.

Do not start a quotation with an ellipsis even if you have omitted content at the beginning. Start with a capital letter.

Only use an ellipsis at the end of a quotation if the sentence is hanging grammatically. Do not use an ellipsis just because you are ending the quote early if it is grammatically correct up until that point.

When citing a Qur’anic translation in footnotes in web content, use the actual title of the translation followed by the surah and ayah numbers separated by a colon. End the citation with a period. Also cite the translation you are using; if you are using the same translation for all citations in a document you only need to mention it in the first footnote. Here is an example, using the Sarwar translation for all but the second citation.

1. The Holy Qur'an 2:255–257. Unless otherwise noted, all Qur'anic quotes in this blog are from the Muhammad Sarwar translation.
2. The Qur'an 3:7. 'Ali Quli Qara'i translation.
3. The Holy Qur'an 24:35–38.

In addition, web content includes the original Arabic passage of the Qur'an or of hadith in the footnotes.

When quoting from the Qur'an in books, if it is obvious that the passage is a Qur'anic quote, you may simply cite the surah and ayah number in parentheses after the quote (1:1–7).

However, the first quote in the book should have a footnote indicating the translation that you will use throughout the book, and any different translation should also have its own footnote.

1. Unless otherwise noted, all Quranic quotes in this book are from the Muhammad Sarwar translation.
2. 'Ali Quli Qara'i translation.

If there is no predominant translation, then in the first instance of each, use the translator's full name, and in later instances place the translator's name in parentheses.

1. Qur'an 2: 255, Muhammad Sarwar translation.
2. Qur'an 3:7, 'Ali Quli Qara'i translation.
3. Qur'an 73:20 (AQQ).
4. Qur'an 97: 1-5 (MS).

## Appendix 1

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### Comment on the Pronunciation of Four Names of Arabic Hijri Months

By Sayyid M. B. Kashmiri

February 15, 2019

This comment is just to clarify the argument about the way of writing names of four Arabic Hijri months. Although there is a difference between the way most Arab people pronounce them and what the main Arabic encyclopedias state, the Arabic encyclopedias also have some detailed and technical differences among themselves. Furthermore, it is a scientific matter that subject matter experts might look at from different perspectives, which could raise other concerns. I.M.A.M., after recent consultation with some experts in Arabic language and deep research in these previously mentioned valuable resources, came to the following decision on the way of writing and pronouncing those four Arabic Hijri months:

#### The most correct way:

- Rabi' al-Awwal (ربيع الأول)
- Rabi' al-Akhir (ربيع الآخر)
- Jumada al-Ula (جمادى الأولى)
- Jumada al-Akhira (جمادى الآخرة)

Another correct way, but in this case, it refers to the month's word (*shahr*) rather than the name of the month Rabi' /Jumada): Rabi' al-Awwal Rabi' al-Akhir.

- Jumadi al-Awwal
- Jumada al-Akhir

#### Male and female words:

Jamad/Jamadi/Jumada all come from a root that exists in adjectival form, and they take a different form based on whether a male or female word comes before it.

Many people use an unprofessional way of saying al-Thani or al-Thania for both months, preceded by Rabi‘ or Jamad/Jamadi/Jumada. They may do this because when you say first, then you naturally say second. However, logically that means there is a third as well. But when there are just two things, you should not say second for the other one. You should say the last (al-Aakhir/al-Akhira).

### I.M.A.M.’s convention

I.M.A.M. therefore adopts the following most correct way unless further research requires a change: Rabi‘ al-Awwal Rabi‘ al-Aakhir.

- Jumada al-Ula
- Jumada al-Akhira

List of authentic sources used in this research:

1. *Mu‘jam al-‘Ayn*, by *al-Khalil b. Aḥmad al-Farāḥīdī* (d. 170 AH). معجم العين، الخليل بن أحمد الفراهيدي
2. *Tahdhīb al-Lugha*, by *Abū Maṣṣūr al-Āzharī* (d. 370 AH). تهذيب اللغة، أبو منصور الأزهري
3. *Tāj al-Lugha wa-Ṣīḥāḥ al-‘Arabiyya*, by *Ismā‘il b. Ḥammād al-Jawhārī* (d. 393 AH). تاج اللغة وصحاح العربية، إسماعيل بن حماد الجوهري
4. *Lisān al-‘Arab*, by *Ibn Manzūr* (d. 711 AH). لسان العرب، ابن منظور
5. *al-Qāmūs al-Muhiṭ*, by *al-Fīrūzābādī* (d. 817 AH). القاموس المحيط، الفيروزآبادي
6. *al-Muzhīr fī ‘Ulūm al-Lugha*, by *Jalāl al-Dīn al-Suyūṭī* (d. 911 AH). المزهري في علوم اللغة، جلال الدين السيوطي

