**Fardh - *Obligatory***  \*\*\*Must be done

1. Takbeere Tahreemah
2. Qiyaam (standing) position
3. Qiraah (recite Surah Fatiha and then one surah or one long ayat)
4. Rukoo (bowing down)
5. Both Sajdahs
6. Qa’dah Akheerah (sit after Sajdah in the end long enough to recite Tashah-hud)

\*\*\*Other 8 are the conditions and rules of prayer that are part of Fardh  
**Remember**: these 14 must be checked! If not, Salah will not be accepted  
  
**Wajib - *Necessary*** \*\*\*Must be done

1. Fixing the first two rak’aat of the Fardh salah for **Qiraa-ah** **(what is Qiraa-ah again?)**
2. To Recite Soorah Fatiha in all Rak’aat of every salah. But in 3rd and 4th rakaat it’s sunnah, not wajib.
3. Recite soorah or a lengthy aayat or three small aayaats after fatihah in first two rak’aat of fardh salah, and in all the rak’aat of waajib, sunnah, and nafl salah.
4. To read Surah Fatiha before any other surah.
5. To maintain order in Salah (Qiraa-ah > Rukuh > Sajdah )
6. **Qaumah** (standing straight after Rukoo')
7. **Jalsah** (sitting between the two Sajdahs)
8. Ta’deele arkaan (performing Rukoo' and sajdah with contentment and in a good way)
9. **Qa’dah-oolaa** = sitting to extent of saying **Tashahhud** after 2 rak’aat (in Namaaz of 3 or 4 rak’aat)
10. To read **Tashahhud (Look at 1st dua in handout)**  in the 2 Qa’daas
11. To recite Qiraa-ah aloud by the Imaam in the first two Rak-’aat of Fajr, Maghbrib, Esha, Jumu’ah, Eidain and Taraweeh Salaah. The Imaam should recite Zuhr and ‘Asr silently Qiraa-ah in all 3 of Witr which is performed with Jamaa-ah during Ramadhaan, is also read aloud.
12. To end Salah by saying SALAAM.
13. To say **Takbeer** (Allahu-Akbar) for **Qunoot** in Witr Namaaz and also to recite **Du’aa-e-Qunoot**
14. To say 6 additional Takbeers in both Eid Salah (Fitr and Adha)

**\*\*\*If any of these are omitted/missed,** can be compensated for in Salah via **Sajdah-Sahw**   
  
Sajdah Sahw: After TASHAHHUD of the last Rak’at, make ONE SALAAM to the RIGHT ONLY and perform Two Sajdahs and thereafter read the complete Tashahhud and Durood **(Look at 2nd dua in handout)**. Make both salaams thereafter.

**Sunnah - *Practice of the Holy Prophet (PBUH)*.**

1. Raise hands to ears for Takbeers
2. When raising hands for it, keep fingers of both hands raised and palms facing Qiblah
3. Not to bend head when saying Takbeer
4. Saying Takbeer aloud by the Imaam while going from rukoo’ to other postures
5. To fold the RIGHT hand around the LEFT hand below the navel
6. Saying **Sanaa’ (“Sub-haanakal-laa-hum ma wa-bi ham-di ka wata baara kasmuka wa-ta-’aa laa jad-duka wa laa ilaa-ha ghairuk”)**
7. To recite **Ta’awwuz** (‘Auzu bil-laa-hi mi-nash-shay-taan-nir-ra-jeem)
8. To recite the complete **Bismillah**
9. To recite only Surah Fatiha in the 3rd and 4th rak’aat of Fardh Salah
10. To say Ameen (softly)
11. To recite Sanaa, Ta’awwruz, Bismillah, and Aameen SOFTLY
12. To recite as much Qiraa-ah as is Sunnah for every salah. The sequence is as follows:

* For Fajr: from Surah Hujurat to Surah Inshiqaaq
* For Zuhr, Asr, and ‘Isha: rrom Surah Burooj to Surah Qadr
* For Maghrib: from Surah Bayyinah to Surah Naas

13. To say **TASBEEH (“SubhanAllah Rabi-yal - ‘Azim/’Ala”)** at least 3 times each in Rukoo and Sajdah  
14. To keep the back and the head in the same level while holding the knees with fingers of both the hands in Rukoo’.  
15. Saying by Imaam: **“Sami-allahu Liman Hamidah”** in **Qawmah (standing position)** followed by **“Rabbana Lakal Hamd”** by the followers. The one praying alone should say both **Tasmee’ (“Sami-allahu Liman Hamidah”** and **Tahmeed (“Ra-ba naa l-kal hamd”)**  
16. While going into Sajdah, first place the knees, then the palms followed by the nose and lastly the forehead on the ground  
17. In **Jalsah**, placing the left foot on the ground horizontally and sitting up on it to lay and raising the right foot vertically so that the toes are facing the Qiblah and resting both the Palms and on the Thighs (not the knees)  
18. To Raise the INDEX FINGER of the RIGHT HAND as one says “**ASH HADU ALLAA ILAAHA”** in **TASHAHHUD (Look at 1st dua in handout)** .  
19. To recite **Durood SHAREEF (Look at 2nd dua in handout) i**n Qa’dah Akheerah after **TASHAHHUD**  
20. To read Dua’aa after Durood Shareef  
21. To turn the face for SALAAM towards the Right first and then to the LEFT.

\*\*\*Not obligatory like fardh, but is highly recommended. Salah is still accepted without these, but is highly recommended (beautifies salah).  
\*\*\*May seem alot guys, but start off little by little. And day by day add on and you will see not only improvements in your salah, but that you feel inner peace and taste the sweetness of salah in your life.