

Izzatuna: Jurnal Ilmu Al-Qur'an dan Tafsir Translation Guidelines

Transliteration is the process of converting text from one writing system into another. In this context, Arabic-Latin transliteration refers to the method of transcribing Arabic letters and diacritics into the Latin alphabet.

A. Consonant

Arabic consonant phonemes are represented by specific letters or signs. The following list details the Arabic letters and their corresponding Latin transliteration:

Arabic Letters	Name	Latin Letters
أ	Alif	Not denoted
ب	bā'	b
ت	tā'	t
ث	ṣā'	ṣ
ج	jīm	j
ح	ḥā'	ḥ
خ	<u>khā'</u>	<u>kh</u>
د	dāl	d
ذ	ẓāl	ẓ
ر	rā'	r
ز	zay	z
س	sīn	s
ش	<u>syīn</u>	<u>sy</u>
ص	ṣād	ṣ
ض	ḍād	ḍ
ط	ṭā'	ṭ
ظ	ẓā'	ẓ
ع	'ain	‘
غ	ġain	ġ

Arabic Letters	Name	Latin Letters
ف	fā'	f
ق	qāf	q
ك	kāf	k
ل	lām	l
م	mīm	m
ن	nūn	n
و	wau	w
هـ	hā'	h
ء	Hamzah	'
ي	yā'	y

B. Vocal

Arabic vowels consist of monophthongs (single vowels) and diphthongs (double vowels).

1. Short Vowels (Monophthongs)

Arabic Letters	Name	Latin Letters
ـَ	<i>fathah</i>	a
ـِ	<i>kasrah</i>	i
ـُ	<i>ḍammah</i>	u

2. Double Vowels (Diphthongs)

Arabic Letters	Name	Latin Letters
ـَيّ...	<i>fathah and yā'</i>	Ai
ـَوّ...	<i>fathah and wau</i>	au

Examples:

- a. سئِلَ - *su'ila*
- b. وَعُوَا - *wa'u*
- c. كَيْفَ - *kaifa*
- d. حَوْلَ - *ḥaula*

C. Long Vowels (*Maddah*)

Long vowels are transliterated with a macron (a horizontal line above the letter):

Arabic Letters	Name	Latin Letters
آ / اِي	<i>fathah and alif</i>	ā
يِي	<i>kasrah and yā'</i>	ī
وُو	<i>ḍammah and wau</i>	ū

Examples:

1. قَالَ - *qāla*
2. رَمَى - *ramā*
3. قِيلَ - *qīla*
4. يَقُولُ - *yaqūlu*

D. *Tā' Marbūṭah* (ة)

The transliteration of *Tā' Marbūṭah* depends on its position and grammatical state:

1. *Vocalized (Alive)*

When the word carries a vowel (fathah, kasrah, or ḍammah), it is transliterated as 't'.

2. *Pausal (Dead/Sukun)*

When the word is unvocalized or at the end of a phrase (reading stop), it is transliterated as 'h'.

3. If a word ending in *tā' marbūṭah* is followed by the definite article "al-" (connected as a phrase), it is transliterated as 'h'.

Examples:

1. رَوْضَةُ الْأَطْفَالِ - *rauḍah al-atfāl*
2. الْمَدِينَةُ الْمُنَوَّرَةُ - *al-madīnah al-munawwarah*

3. طَلْحَةٌ - Ṭalḥah

E. Syaddah (Tasydīd)

A letter marked with *syaddah* (gemination) is transliterated by doubling the letter.

Examples:

1. نَزَّلَ - Nazzala
2. الْبِرُّ - Al-Birru

F. Definite Article (Al-)

The Arabic definite article "Al" (ال) acts differently depending on the letter following it:

1. A definite article followed by the *syamsiyyah* letters:

The *lām* followed by the *syamsiyyah* letters is written and pronounced clearly. (e.g., *Al-Qalam*, *Al-Jalāl*).

2. A definite article followed by the *qamariyyah* letters:

The word adjective followed by the *qamariyyah* letters is assimilated into the following letter. In transliteration, the "l" is replaced by the letter that follows it (e.g., *asy-Syams*, *ar-Rajul*).

Whether followed by the *syamsiyyah* letters or the *qamariyyah* letters, the definite article is written separately from the word that follows and is connected by a hyphen.

Examples:

1. الرَّجُلُ - ar-rajul
2. الْقَلَمُ - al-qalam
3. الشَّمْسُ - asy-syams
4. الْجَلَالُ - al-jalāl

G. Hamzah

Hamzah at the beginning of a word is not transliterated; only the vowel is written (e.g., *Inna*). Yet in middle/final position, *hamzah* is transliterated as an apostrophe (').

Examples:

1. تَأْخُذُ - *ta'khūzu*
2. شَيْءٌ - *shai'un*
3. النَّوْءُ - *an-nau'u*
4. إِنَّ - *inna*

H. Writing Words in Sequence

Generally, words are written separately.

1. **Exceptions:** Single-letter particles (such as *bi, li, ka, wa, fa*) are typically attached to the following word or separated depending on standard conventions. However, for clarity in this journal, please follow standard academic practices.
2. **Lafz Al-Jalālah (Allah):** Can be written as *Allah* or transliterated as *Allāh*. When preceded by particles (like *lillāhi*), it follows the sound.

I. Capitalization

Although Arabic script does not have capital letters, transliterated text should follow standard capitalization rules (e.g., proper names, titles, and the beginning of sentences).

Example:

- a. جَامِعُ الْبَيَانِ - *Jāmi' al-Bayān / Jāmi'ul Bayān*
- b. الرَّحْمَنِيُّ - *az-Zamakhsharī*
- c. أَهْلُ الْكِتَابِ - *ahl al-kitāb / ahlul kitāb*
- d. قَالَ اللَّهُ عَزَّ وَجَلَّ - *qāla Allah 'azza wa jalla*
- e. لِلَّهِ مَا فِي السَّمَاوَاتِ - *Lillāhi ma fī as-samāwāt*

Please note that the word "Allah" is always capitalized..