

STUDY GUIDE



IMPORTANCE OF COMMUNICATION

PART 1



SHAIKH HUSSAIN YEE

Course Outline

Course Topics:

1. Communication with the Creator
2. The art of communication
3. Communication is a must
4. Communication with our children
5. The rights of the Muslim
6. Delivering and receiving the message
7. The importance of Jama'ah
8. The benefits of Shura

Course Objectives:

1. To enable the learner realise the importance of communication in Da'wah
2. To get acquainted with the factors that affect communication
3. The role communication plays in reforming the society



Course Outline

Question & Answer Bucket

Transcripts

Assessment

Multiple Choice Questions

Match the Columns

True or False

Course Duration

Video – 2 hours 30 min

Study Guide – 30 min

Assessment – 15 min

Total Duration – 3 hours 15 min





IMPORTANCE OF COMMUNICATION

PART 1

LESSON 1





1 COMMUNICATION WITH THE CREATOR



The best time to communicate with the creator:

In the times He specified (five times a day – Salaah)

Allah said,



"Indeed, performing prayers is a duty on the believers at the appointed times."

Al Qur'an 4:103





ii How to communicate:



*The prophet (pbuh) said,
"Perform the Salaah as you see me performing it."*



To communicate with Allah, we need first to:

i Clean ourselves (Wudhu) and then to get rid of the worldly thoughts (Khushu'). Khushu' involves full engagement in and concentration on Salaah. It is physical, mental and spiritual submission.

Such concentration and submission need knowledge and none can attain Khushoo in prayer without knowledge of what is being recited, and done.



- ii** Face the direction that Allah wants us to face (the Ka'bah), not any direction.
- iii** Say the Takbeer (Takbeeratul Ihraam) that reminds us that nothing is more important, nothing is greater than Allah. This Takbeer stops any acts that do not relate to Salaah, and that were permissible before the Salaah.

No need for a middleperson, or an object to represent Allah, such as an idol. We believe in Ghaib. Allah is Ghaib and there lies the test.
- iv** Look and focus towards the place you put your forehead – the place of Sujood
- v** Do Dua'ul Istiftaah





Dua'ul Istiftaah can be done with any one of these supplications:

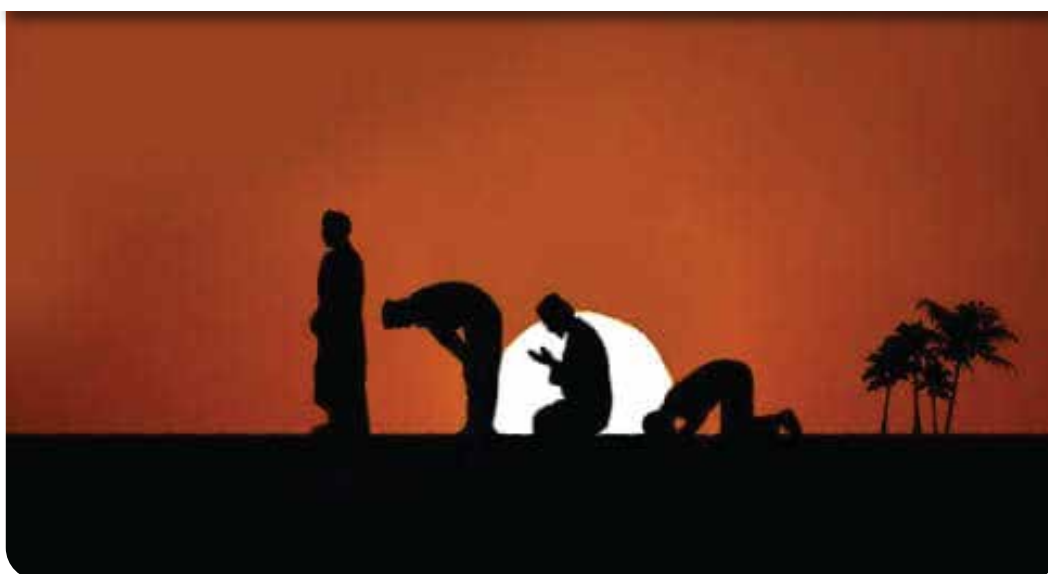
- i** Allahu Akbaru Kabeera Wal Hamdulillahi Katheeraa
Wa Subhaanallahi Bukratan Wa Aseelaa
- ii** Wajjahtu Wajhiya Lilladhi Fataras Samawaati Wal
Arda...
- iii** Subhanakallahumma Wa Bihamdika Wa Tabarakas-
muka, Wa Ta'ala Jadduka Wa La Ilaaha Ghairuka

Then you recite Fatihah and another Surah after this introductory supplication.





2 CONSISTENT COMMUNICATION:



"Those who remember Allah while standing, sitting, and lying on their sides, and reflect on the creation of the heavens and the earth [and pray], "Our Lord! You have not created [all of this] without purpose. Glory be to You! Protect us from the torment of the Fire."

Al Qur'an 3:191

You start to develop the communications through your prayer first. And after you have a good communication with Allah, it will help you to remember Allah while standing, while you are sitting down, while you are lying down, and wherever you are.



IMPORTANCE OF COMMUNICATION

PART 2

LESSON 2





3 THE ART OF COMMUNICATION

i Have a good feeling about Allah.

You will feel like communicating with someone only when you have a positive feeling about them. Normally, negative feelings get you away from the person, and you cannot enjoy their company.

ii Acknowledge the greatness of Allah

if we really realise that Allah is the greatest ever, we will not get distracted by any worldly affairs while communicating with Him in Salaah.

iii We do not think of anything else but the Salaah





iv

Show your commitment, your humbleness while seeking His help. You follow what He wants you to do. **Allah wants you do worship Him;** worship Him, and then ask Him for help.

Allah considered those who do not pray Him for help to be arrogant.

Your Lord has proclaimed,



“Call upon Me, I will respond to you. Surely those who are too proud to worship Me will enter Hell, fully humbled.”

Al Qur'an 40:60





- v** Ask Allah to guide you to the best He loves, so as to please Him. The easy way to know what Allah loves is to follow the prophet (pbuh).

Allah said,



"Say, [O Prophet], 'If you [sincerely] love Allah, then follow me; Allah will love you and forgive your sins. For Allah is All-Forgiving, Most Merciful.'"

Al Qur'an 3:31



- vi** Pray in congregation to get extra reward.



The prophet (pbuh) said,

Whoever does an act of worship that was not taught by us will be rejected.



IMPORTANCE OF COMMUNICATION

PART 3

LESSON 3





4 COMMUNICATION IS A MUST

We should have communication among ourselves, as fellow Muslims, as husband and wife and parent and child, etc.

Besides, we should have good communication with those who are not yet Muslim so as to get the light of Islam reach them too. It is our responsibility.

Allah said,



"Invite [all] to the Way of your Lord with wisdom and kind advice."

Al Qur'an 16:125





Allah commands us to call the people, and this makes communication a prerequisite.

Many Quranic verses start with Yaaa Ayyuhan Naas (O, people).

We have to show them the beauty of Islam, the beautiful values, not just of rituals and laws.

Look at the beautiful teaching of Islam. How to have a good character, how to have good manners, how to talk to people, how to be kind, to be caring to be loving, to have the sharing spirit, all these are beautiful values.

Those who are not yet Muslim have the right to know Islam, and it is our responsibility to introduce it to them.

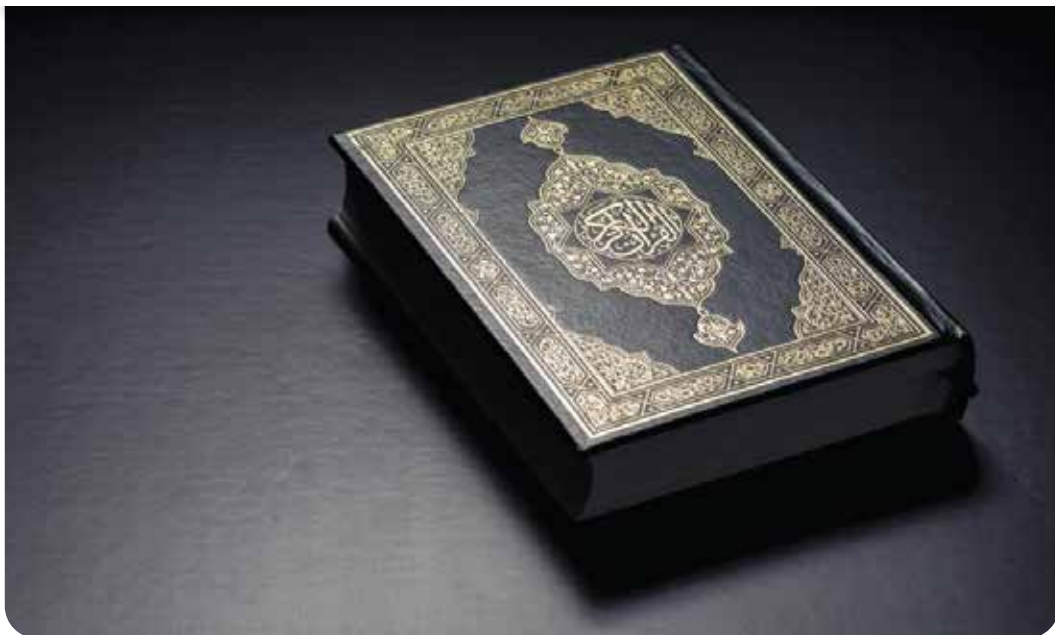


How to start? We should first have good communication with them.



So we should:

- i** mix with the people to get closer to them in order to have our words heard.
- ii** welcome those who are not yet Muslim, in our social gatherings, educational institutions, mosques, etc.
- iii** Introduce the values and manners of Islam to them practically and through oral communication. People reject Islam because they have a bad picture about Islam and it is our job to remove that picture by introducing the true picture.





IMPORTANCE OF COMMUNICATION

PART 4

LESSON 4





5 COMMUNICATION WITH OUR CHILDREN

Remember the following:

- i** We should have good communication with the family.
- ii** If not, there'll be a lot of unrest. If not, the home is no more a home for us. A Muslim house is a house that brings peace to whoever stays in it.
- iii** In the household, we need to have a good communication going on. And it will start from us as husband and wife. Later on, we have children, now we will learn how to communicate with our children.





- iv When communicating with children use good words and show love.
- v We should be so friendly with the children as to make them enjoy our company, and learn from us the manners of eating, speaking, sleeping, etc.
- vi In this regard, we should be role models for them, and they will emulate us.
We have to discipline them before they get out of control.
- vii Parents should be open with the children so as to encourage them to raise their complaints and problems to them. Otherwise, they will prefer to share their problems with their friends, rather than their parents.
- viii Parents must not expose their children's weaknesses to other people. This embarrasses them and causes them to keep away from people.





IMPORTANCE OF COMMUNICATION

PART 5

LESSON 5





6 THE RIGHTS OF A MUSLIM UPON ANOTHER



The prophet mentioned six rights:



When you see each other, the first thing that we must do is to communicate with each other, by saying Assalaamu Alaikum, while being cheerful. A smile is a Sadaqa.

When people give you something you give them something better, in return so as to build a good relationship and to have a good feeling.



And that's why Allah Subhanahu Wa Ta'ala guides us in Suratul Nisa: When anyone offers you the Islamic greeting you should respond with a better response. And that's why the Prophet said, if a person comes to you and says, Assalaam Alaikum then our response is Wa Alaikumus Salaam Wa Rahmatullah better than the one they offered us.

If a second person comes and gives Salaam: Assalaamu Alaikum Wa Rehmatullah, you respond, Wa Alaikumus Salaam Wa Rahmatullaah Wa Barakaatu.

If the third person comes and says, Assalaamu Alaikum Wa Rahmatullah Wa Barakatahu, a full Salaam, then we should respond with the same, in a warmer tone.



- ii** When they invite you, you should accept the invitation.
- iii** When he asks for advice, give sincere advice.



- iv** When a Muslim sneezes in front of you, the sneezer must at least say, Alhamdulillah, praising Allah. When they praise Allah, and you hear the praise of Allah being mentioned, you respond by saying Yarhamukallah and they will respond again. Yahdeekumullahu Wa Yuslihu Baalakum.
- v** We remind each other for the sake of Allah. And then when we talk we use the word of Allah, reminding each other of the name of Allah, the importance of going back to Allah, the importance of remembering Allah, that we can't do anything without the power and will of Allah.
- vi** If somebody is not well, we should go and visit them.





IMPORTANCE OF COMMUNICATION

PART 6

LESSON 6





7 DELIVERING AND RECEIVING THE MESSAGE



The art of communication: a lot of misunderstanding between fellow mankind is because of the lack of communication.

That's why all media are competing in the clarity of sound and picture.

The communication with Allah should also be not interrupted by any interferences.



Your Lord has proclaimed,



“Call upon Me, I will respond to you. Surely those who are too proud to worship Me will enter Hell, fully humbled.”

Al Qur'an 23:1-2



Khushu' mentioned in the verse allows for the best communication with Allah.

In the Hadeeth, Allah is reported to have said, I have divided the prayer into two parts: one for Allah and one for His servant, and for His servant whatever he asks for. There is two way communication and we know that we have the knowledge and now we ask Allah for guidance and Allah is guiding us.

One must acknowledge that whatever he has been given better than the others is from Allah. This eliminates arrogance.



SILENCE

Use the best language or better be silent. Silence is not weakness; it is wisdom.

Use the language according to the listener's level of understanding.

Shouting and calling bad names does not fit a Muslim.



IMPORTANCE OF COMMUNICATION

PART 7

LESSON 7





8 THE IMPORTANCE OF JAMA'AH



There are many verses and a number of Hadeeths that command us to be united on the truth and to be one body.

The Prophet said, always try to live in a Jama'ah, be in a Jama'ah. And stay away from being divided, or being out of Jama'ah.

When you pray alone, and you pray in the group, how do you feel? Of course, the reward of praying together is 27 times more than just praying alone, because of the blessing of the Jama'ah.



The Prophet did warn us that if you are alone, then the second one is the Satan. You can be easily misled, and turned astray. But if you are two, the Prophet said that Shai-tan gets further away from you. The more you are, the further he will go away from you. So living in a Jama'ah is something that Allah command us to do.

Allah said,



"And hold firmly to the rope of Allah and do not be divided. Remember Allah's favour upon you when you were enemies, then He united your hearts, so you—by His grace—became brothers. And you were at the brink of a fiery pit and He saved you from it. This is how Allah makes His revelations clear to you, so that you may be [rightly] guided."

Al Qur'an 3:013



This is because whoever leaves the Jama'ah and dies in that state, they die as the Prophet said "*Maitatan Jaalihiyah*".

Group work needs Jama'ah; no one can start a factory with one staff.





9 THE BENEFITS OF SHURA



Jama'ah always reminds us that when you want to do something, you should have the spirit of Shura. The Muslims should gather together to take a decision.

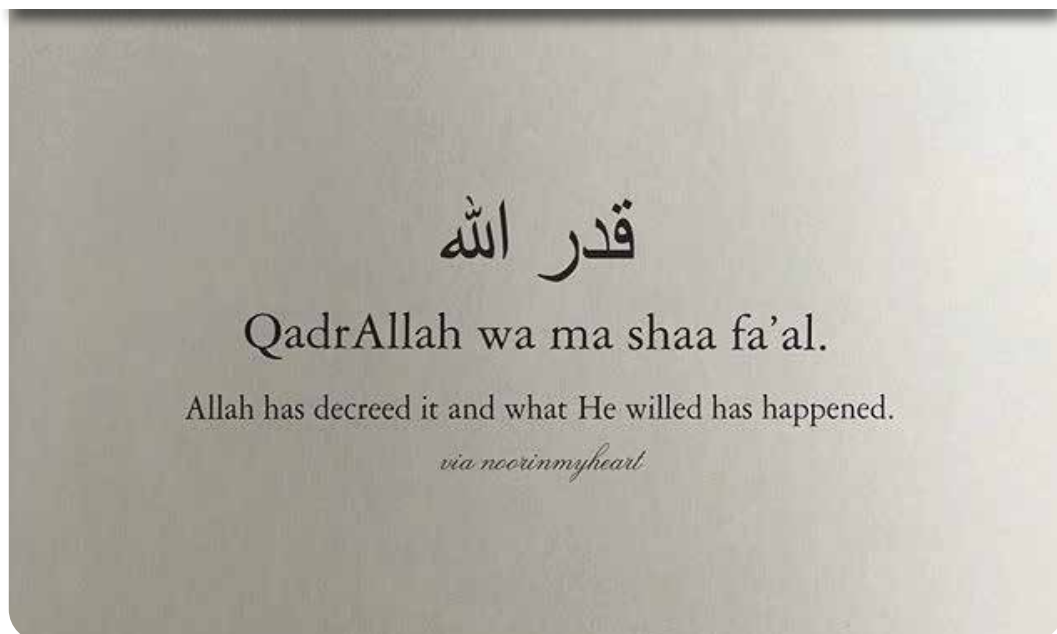
After taking a collective decision, the consequences are in the hands of Allah. They should accept them.

We should maintain Tawakkul after the decision is made. Behind everything that happens to us, however evil it may seem, there is some wisdom. There is something that you can learn for the future.



In Shura, we:

- i should not wait until the others take a decision and once it proves wrong, we bang them.
- ii should not blame the consequences on the one who suggested the idea.
- iii should have Tawakkul and acceptance of destiny.



Sometimes, we plan and spend a lot of money for the fulfillment of the plan and in the last minute, we have to stop everything due to something that is not in our hands.

We have to accept it and say, Qaddarallaahu Wa Maasha Fa'al (Allah has decided it this way, and He does whatever He wills), without losing hope.



He makes the final decision. That is His power. He can decide anything because He knows everything. So we just have good faith and good thought. Maybe there is a blessing behind what have happened. So still we get reward for our planning and efforts if they are made in good intention.

We should praise and thank Allah not blame Him because He has the absolute knowledge.



QUESTION AND ANSWER BUCKET





1 WHY ARE THE MUSLIMS SOMETIMES DEFEATED BY THE ENEMIES?

ANSWER

Even the Prophets have gone through some tests. In the Battle of Badr, the Muslims got the victory without any problem. In the Battle of Uhud, they suffered a lot but they learned. Each time something happens to us, it is like, Allah is teaching us a lesson, telling us that something is wrong somewhere, that you must be more careful in the future. So we learn from our mistakes.

But if you're always right, suddenly, we do something wrong. Maybe we are not ready to accept the failure. So, Allah Subhanahu Wa Ta'ala always reminds us; we should always try our best.





2 WHAT IS THE MEANING OF THE SALAAH BEING DIVIDED BETWEEN ALLAH AND HIS SERVANT?

ANSWER

Reference here is to the Fatihah. The beginning verses of the Surah consist of praise for Allah, and the end is a supplication for guidance and this is for the servant. In the middle is *Iyyaaka na'budu wa iyyaaka nasta'een* (*You we worship and You we seek help from*). Noticeably, the first part is for Allah and the second is for the slave.

3 WHAT IS THE REALITY OF TAWAKKUL?

ANSWER

It involves full reliance and dependence on Allah. However this does not mean that the servant, the human being does not make efforts, does not plan or avoid danger, failure, etc. The prophet taught the man to tie his camel first and then have Tawakkul. Therefore, Tawakkul is submission to Allah in whatever happens after we did our part.



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