

# AL ARABIYYA LIL MUTHAQADDIMEEN

Prescribed Text Book for First Semester  
BCom and BBA, University of Calicut

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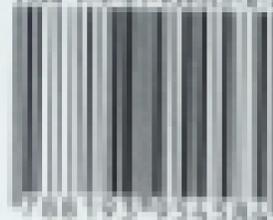
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**Al Arabiyya lil Muthaqaddimeen**

(Bcom / BBA First Semester Common Course Textbook)

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### Module-1 : Conversations

٢١) المقابلة An Interview

٨١) في المصرف In the Bank

٢١) From Hadeeth فمن رغب عن سنتي فليس مني

### Module- 2: Stories

١٢) Ten advices for success in practical life عشر وصايا للتّجّاح في الحياة

٢٢) العمليّة

١) With Scholars مع العلماء

٥) The Love of Mother حبّ الأمّ

٢٢) The Judge – Shuraih شرح القاضي

### Module- 3 : Drama

Second scene from the Drama (شمس النهار) - Shamsu al Nahar-

Thaufeequl Hakeem

### Module- 4 : Commercial Correspondence

٢٢) Job Application طلب للوظيفة

٥٢) Enquiry about Book استعلام عن كتاب

٢٢) Order for Books طلب للكتب

٢٢) فاتورة Bill

٢٢) العربية للمتقدمين Prescribed Book:

٧٢) Edited by

٢٢) Sakkeena.M.K and Aboobacker. M

Content:

1. Interview

Interview in an accounting company. Asks about nationality, qualifications, language etc.

2. Bank

Talks about starting an account.

3. Hadith

Whoever turns away from my Sunnah is not of me.

4. Ten commandments for success in professional life

a) Try to understand yourself

b) Train yourself to organized thinking

c) Face practical life with joy and optimism

5. With scientists

After the Muslims conquered Persia and the Levant, they found libraries full of Greek books, so they translated them into Arabic. The Muslims learned many foreign languages, such as Greek and Latin, and translated the sciences therein.....

6. Mother's love

One of my friends invited me to spend my vacation with him in his beautiful, distant country. He lived in a small town half a day's drive from the capital. We spent it talking and laughing and enjoying the beautiful mountain views. The weather was hot in the capital. However, as we climbed the mountains, the weather moderated and became cold....

7. Shareh Al-Qadi

Omar bin Al-Khattab bought a horse from a Bedouin, paid him its price, then mounted on its back and set off. After a short while, a defect appeared on the horse that prevented it from running, so Omar returned it to its owner and said to him: Take your horse, for it is defective. The Bedouin said: I will not take it, O Commander of the Faithful. I sold it to you intact, and Omar said: Make an arbitrator between you and me. The man said: Shurayh bin Harith Al-Kindi will judge between us. Omar said: I am satisfied with it....

8. Sunshine

Shams al-Nahar is a princess and the daughter of the King of Blessings. She excelled at riding horses, playing with swords, reading books, meditating for a long time, and practicing asceticism in what is surprising and awe-inspiring. She chooses Qamar Al-Zaman as her husband, because he passed the test she set for marriage. Qamar Al-Zaman is poor and has no home or family. But he is a gentleman. He doesn't like to live with her in the palace. He asks her to leave the palace and then live with him in the air.....

9. Application for the job

10. Book inquiry

11. Request for books

12. Invoice