

The Ten Manners



Introduction

- Start with **Bismillah**.
- The author says: “**Know — may Allah guide me and you to the best manners.**”
- “Know” means this is **very important**.
- He makes **dua first** so we accept the advice.
- These are **10 important manners** because:
 - Islam teaches them strongly
 - We use them every day
- Manners (Adaab) are:
 - what Islam praises
 - good behavior
- A person becomes:
 - better with good manners
 - worse without them

Evidence

The Prophet ﷺ said: “**I was sent to perfect good character.**”

1. Greetings (Salaam)

What to Say

- Say:
Assalaamu alaykum wa rahmatullahi wa barakaatuh
 - Reply:
Wa alaykum assalaam wa rahmatullahi wa barakaatuh
-

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Levels of Salaam

1. Assalaamu alaykum → 10 rewards
 2. Assalaamu alaykum wa rahmatullah → 20 rewards
 3. Assalaamu alaykum wa rahmatullahi wa barakaatuh → 30 rewards
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Why Salaam is Important

- Spreads peace
 - Brings love/brotherhood
 - Removes arrogance
-

Rules

- Starting salaam → Sunnah
 - Replying → obligatory
 - Reply:
 - same
 - or better
-

Hadith “Feed people and give salaam to those you know and those you do not know.”

When NOT to Give Salaam

- During salah
 - In the toilet
 - Between opposite genders when alone
 - While making wudu
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Etiquette

- Enter quietly
 - Say salaam with words (not gestures)
 - One person can reply for a group
 - Reply better for more reward
-

Shaking Hands

- Use both hands
 - Left hand supports the right
 - Do not shake if the person is busy
-

Special Places

Masjid: greet when entering and leaving

Home: greet the household

Graveyard:

السَّلَامُ عَلَيْكُمْ أَهْلَ الدِّيَارِ مِنَ الْمُؤْمِنِينَ وَالْمُسْلِمِينَ وَإِنَّا إِن شَاءَ اللَّهُ بِكُمْ لَاجِفُونَ نَسْأَلُ اللَّهَ لَنَا وَلَكُمْ الْعَافِيَةَ

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2. Visiting (Asking Permission)

- Ask before entering
 - Do not enter suddenly
-

How to Stand

- Stand:
 - right side
 - or left side
 - Do not stand directly in front
-

Why

- Protect privacy
 - Do not see inside
-

If Told to Go Back

- Go back immediately
 - Do not feel upset
-

From the Qur'an

“If you are told to go back, then go back.”

Applies To

- Homes
 - Offices
 - All private places
-

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3. Eating

Before Eating

- Eat halal and good food
- Say **Bismillah**
- Wash hands
- Sit properly
- Make intention (niyyah)
- Be thankful
- Do not waste

Hadith “O young boy, say Bismillah, eat with your right hand, and eat from what is in front of you.”

While Eating

- Eat with right hand
- Eat what is in front of you
- Share food
- Do not blow on hot food
- Do not criticize food
- Do not overeat
- Eat with 3 fingers if possible
- Pick up dropped food and eat it
- Finish your food
- Sit upright (do not recline)
- Do not spit into food or drinks
- Eat slowly and chew well
- Wait your turn
- Do not reach over others

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- Respect food
- Lower your voice
- Eat calmly
- Be grateful



If You Forget

Say: **Bismillahi awwalahu wa aakhirahu**

After Eating

- Say **Alhamdulillah**
- Make du'a
- Lick fingers or spoon
- Wash hands
- Rinse mouth
- Thank Allah again
- Make du'a for the one who cooked
- Do not leave before others finish
- Clean the place
- Save or share leftovers
- Do not waste
- Be content

Hadith "Do not wipe your hand until you lick it."

Important Lesson

- There is **barakah in food**
 - You don't know where it is
-

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4. Speaking

- Speak good words
 - Speak gently
 - Do not shout
 - Do not rush
-

Hadith “Whoever believes in Allah and the Last Day should speak good or remain silent.”

Good Manners

- Listen carefully
 - Face the speaker
 - Do not interrupt
 - Do not speak before elders
-

Reminder

- You have 2 ears and 1 tongue → listen more
-

From the Sunnah

- The Prophet ﷺ spoke clearly
 - His words could be counted
-

5. Sleeping

- Make wudu
 - Sleep on your right side
-

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What to Do

- Cup your hands
 - Blow lightly
 - Recite:
 - Surah Ikhlas
 - Surah Falaq
 - Surah Naas (3 times)
 - Wipe your body
 - Start with head and face
-

Ayat al-Kursi

- Recite once
-

Hadith

- Allah sends a protector
 - Shaytaan stays away
-

6. Sneezing

- Say: **Alhamdulillah**
-

Response

- Other person: **Yarhamukallah**
 - You reply: **Yahdeekumullahu wa yuslih baalakum**
-

Rules

- Cover your face
- Use left hand
- If no Alhamdulillah → do not reply

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- After 3 sneezes → say:
Shafaakallah



7. Yawning

- Try to stop yawning
- Cover your mouth
- Do not make sound

Hadith “Yawning is from Shaytaan...”

8. Gathering

- Say salaam when entering
- Sit where space ends
- Do not push forward

Do NOT

- Sit between two people without permission
- Make someone stand up
- Sit between sun and shade

Good Manners

- Make space
- Remember Allah

Dua Before Leaving: Subhanak Allahumma wa bihamdik...

Hadith

- This removes sins of the gathering

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9. Rights of the Road

- Lower your gaze
 - Do not harm others
 - Return salaam
 - Enjoin good
 - Forbid evil
-

Examples

- Do not throw garbage
 - Help people
 - Remind others to do good
-

Hadith “If you must sit on the road, then give it its rights.”

10. Dressing

- Wear clean and good clothes
 - Best color is white
-

Rules

- Men must keep clothes above ankles
-

Hadith “Anything below the ankles is in the Fire.”

Dressing Order

- Put on → right side
 - Remove → left side
-

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Revision:

Section A: Multiple Choice

1. What should we start with?
 - a) Salaam
 - b) Bismillah
 - c) Dua
 - d) Food

2. The word “Know” in the introduction shows:
 - a) It is optional
 - b) It is not important
 - c) It is very important
 - d) It is difficult

3. Why are these manners important?
 - a) Only for school
 - b) Only for adults
 - c) Used every day
 - d) Only in masjid

4. Saying salaam is:
 - a) Obligatory
 - b) Sunnah
 - c) Haram
 - d) Makruh

5. Replying to salaam is:
 - a) Sunnah
 - b) Optional
 - c) Obligatory
 - d) Not needed

6. The best level of salaam gives:
 - a) 10 rewards
 - b) 20 rewards
 - c) 30 rewards
 - d) No reward

7. Which is NOT allowed for salaam?
 - a) In masjid
 - b) At home
 - c) During salah
 - d) With friends

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8. When visiting, you should:
 - a) Enter quickly
 - b) Knock and enter
 - c) Ask permission
 - d) Call loudly

 9. When eating, you should use:
 - a) Left hand
 - b) Right hand
 - c) Both hands
 - d) Spoon only

 10. Before eating, you should say:
 - a) Alhamdulillah
 - b) SubhanAllah
 - c) Bismillah
 - d) Allahu Akbar
-

Section B: True or False

11. Manners are part of Islam.
 12. Good manners make a person better.
 13. You can reply to salaam however you want.
 14. You should stand directly in front of the door.
 15. It is okay to waste food.
 16. You should eat quickly and rush.
 17. Speaking loudly is good manners.
 18. Listening is part of good manners.
 19. You should interrupt people.
 20. Sleeping on the right side is Sunnah.
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Section C: Fill in the Blanks

21. The Prophet ﷺ was sent to perfect good _____.
 22. Salaam spreads _____.
 23. Starting salaam is _____.
 24. Replying to salaam is _____.
 25. When eating, use your _____ hand.
 26. If you forget Bismillah, say _____.
 27. After eating, say _____.
 28. Speak good or remain _____.
 29. When sleeping, sleep on your _____ side.
 30. Before sleeping, make _____.
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Section D: Short Answer

31. What are manners (Adaab)?
 32. Why is salaam important?
 33. Name one place where salaam should not be given.
 34. Why do we stand to the side of the door?
 35. What should you do if told to go back?
 36. Name two manners before eating.
 37. Name two manners while eating.
 38. What should you do after eating?
 39. Why should you not interrupt others?
 40. What did the Prophet ﷺ say about speaking?
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Section E: List Questions

41. List three levels of salaam.
 42. List two rules of salaam.
 43. List two manners of visiting.
 44. List three manners of eating.
 45. List two manners of speaking.
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Section F: Scenario Questions

46. You enter a room. What should you say first?
47. You are told "come back later." What do you do?
48. You drop food on the floor. What should you do?
49. Someone is speaking. What is the correct behavior?
50. You are sitting in a gathering. Where should you sit?