

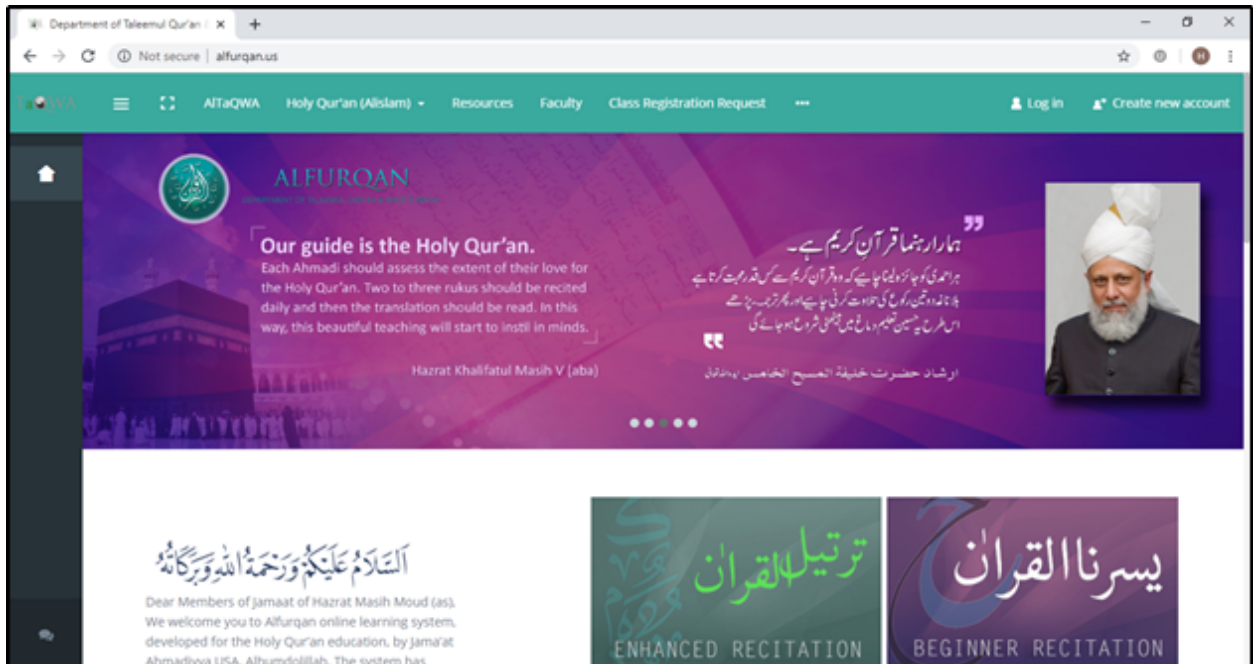
User Guide for Alfurqan.us

Welcome to alfurqan.us.

On this website you will be able to create an account, search available courses, submit class registration requests, find resources, etc.

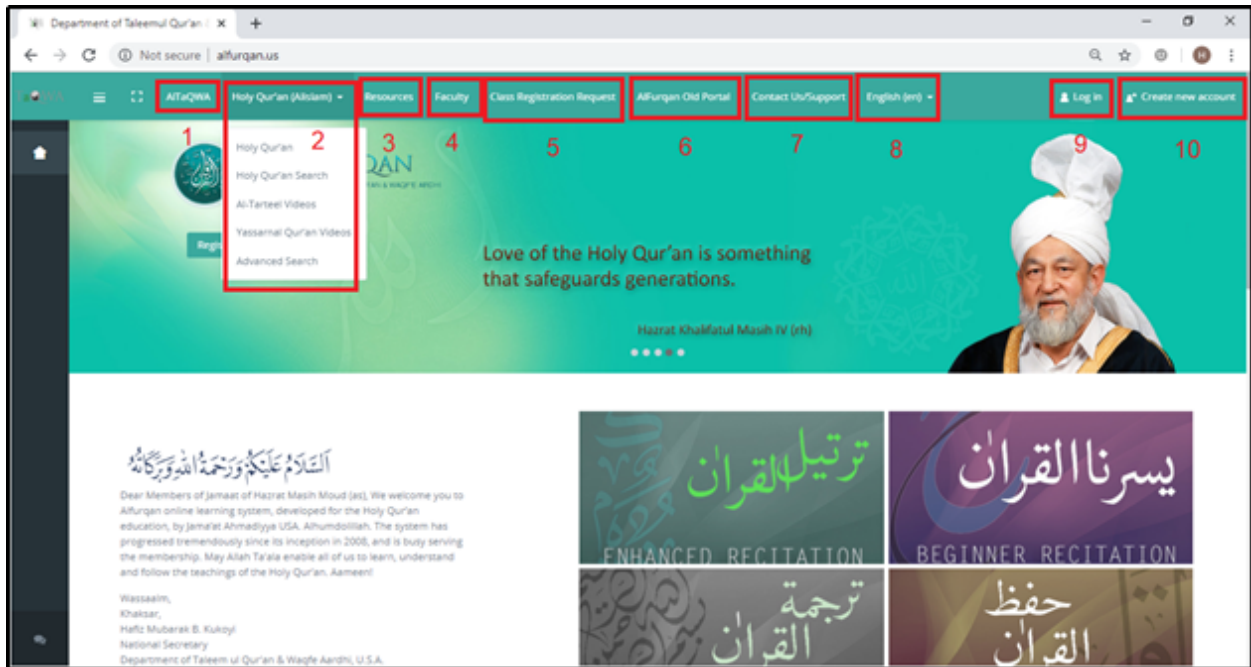
How to navigate this site

- Open a web browser on your computer or mobile device. (Google Chrome preferred)
- In the address (URL) bar enter 'alfurqan.us', to go to the following homepage:



Navigating the homepage

From the **homepage** (image below) you can choose from a range of menu items:



#	Menu title	Click menu item to:
1	AITaqwa	Go to 'AITaqwa' website
2	Holy Quran (Alislam)	See five additional options to learn and search the Holy Qur'an
3	Resources	Download Learning resources like Qaida Yassarnal Qur'an and Qaida Tarteelul Qur'an
4	Faculty**	See list of Faculty with some details
5	Class Registration Request	To submit a request to start a class

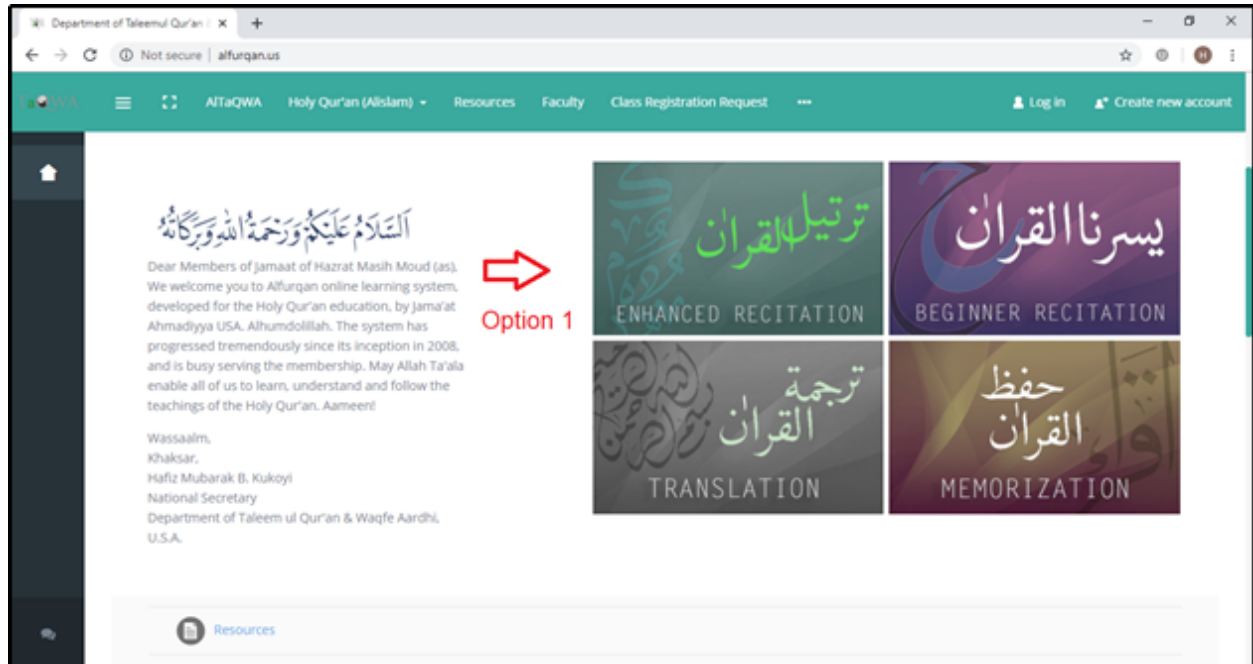
6	Alfurqan Old Portal	Go to the old Alfurqan website
7	Contact Us / Support	To see various ways to contact Alfurqan
8	Language**	To view the website in other languages
9	Log in	To sign in to your Alfurqan account
10	Create New Account	To create a new Alfurqan member account

***Note: Features with the asterisk symbol are under construction*

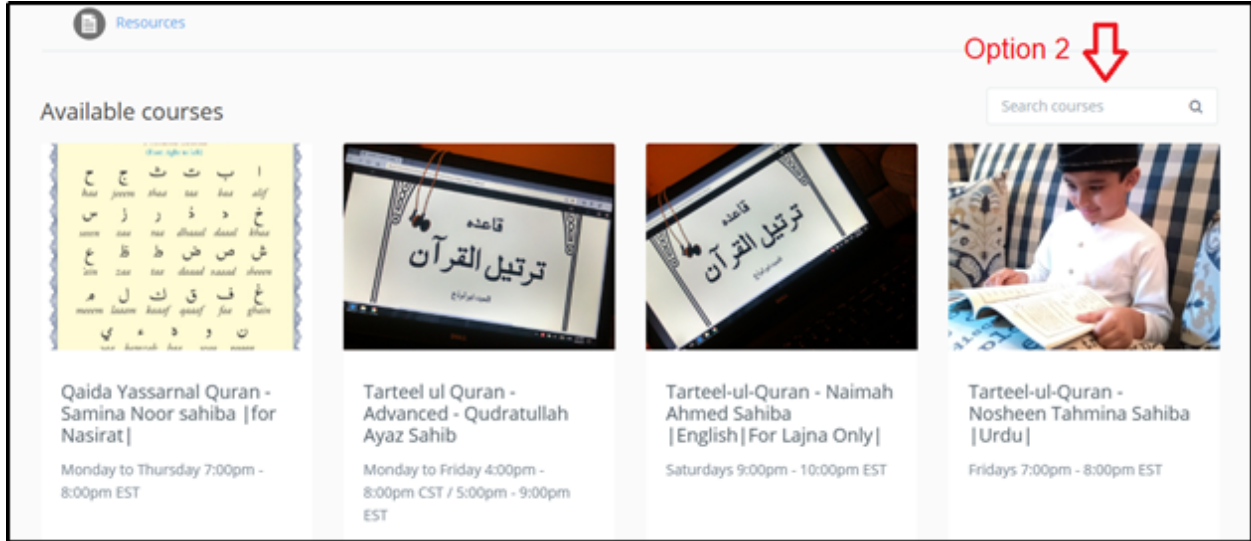
How to search for classes

Users can **search for classes** in four possible ways:

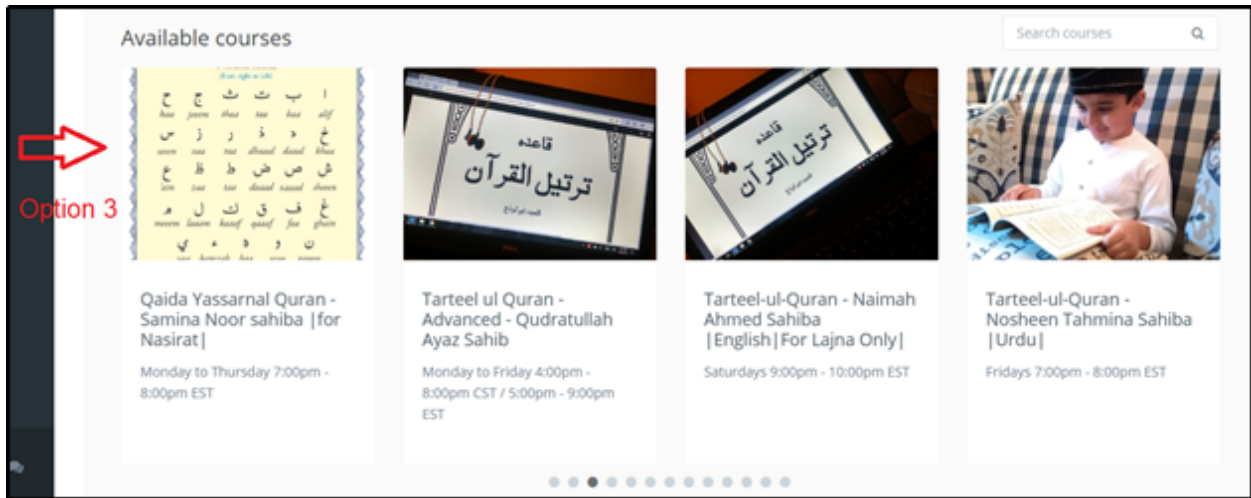
➤ **Option 1** : Scroll down (homepage) until you see the screen below. Here you can select one of the four main categories (Enhanced Recitation, Beginner Recitation, Translation, and Memorization) and see all courses available under the selected category.



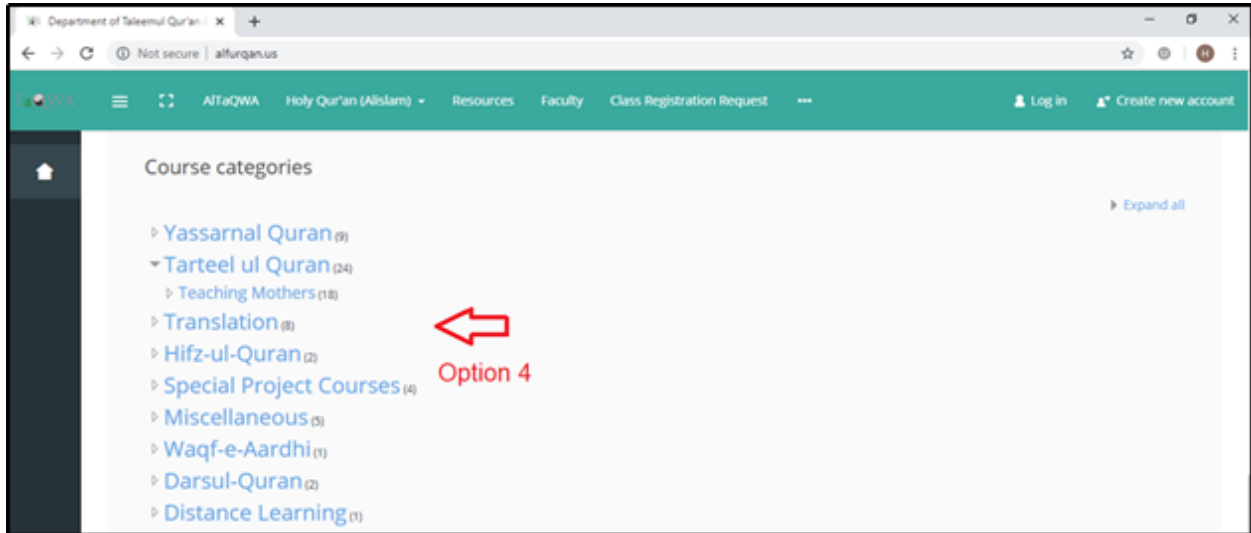
➤ **Option 2** : If you are interested in a specific class and you know the name of the teacher, you can enter the teacher's name in search window to see a list of their courses:



➤ **Option 3** : Scroll through the line of available courses:



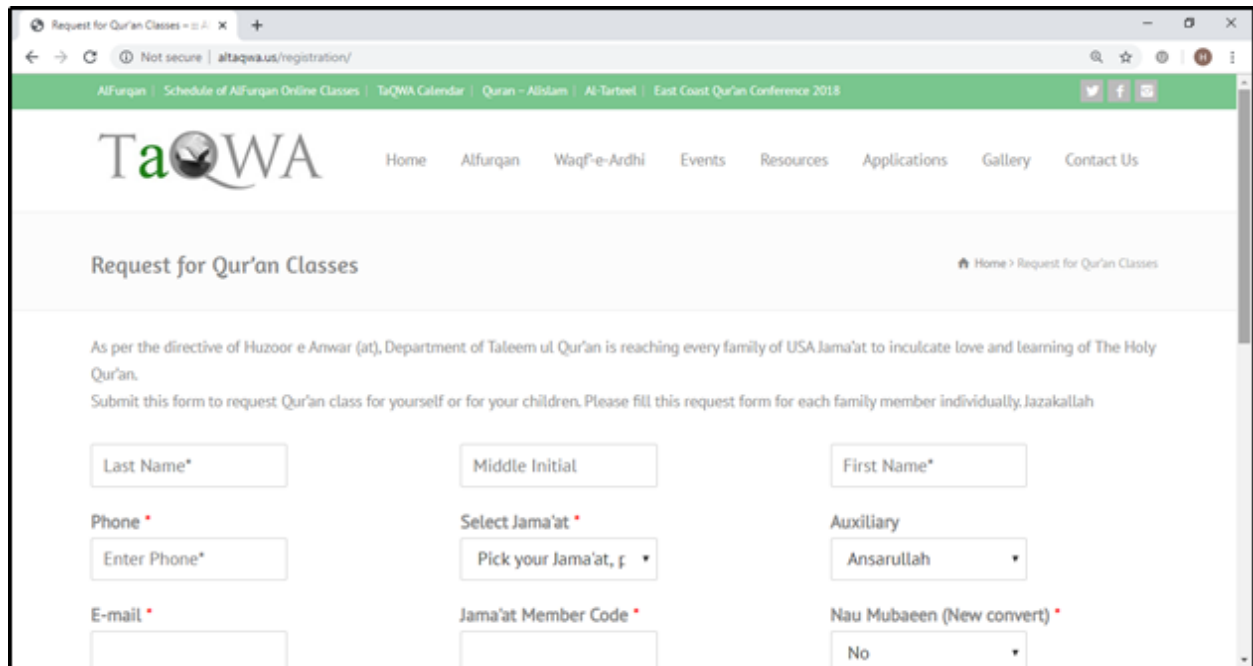
➤ **Option 4** : Scroll down to the end of homepage where course categories are listed. Select a category under 'Course categories'. Here you can scroll and browse through all the courses available under each category.



NOTE: You will need to create an account to see further details about each course. Without an account, you can only see general details available with each course name.

To register for a general or specific class

To register for a general or specific class please click on **Menu item 5 : ‘Class Registration Request’** (see page 2, Menu item layout). When you select ‘Class Registration Request’, you will be brought to the following page:



The screenshot shows a web browser window with the URL <http://altaqwa.us/registration/>. The page title is "Request for Qur'an Classes". The navigation menu includes Home, AlFurqan, Waq'f-e-Ardhi, Events, Resources, Applications, Gallery, and Contact Us. The main heading is "Request for Qur'an Classes". Below the heading, there is a paragraph: "As per the directive of Huzoor e Anwar (at), Department of Taleem ul Qur'an is reaching every family of USA Jama'at to inculcate love and learning of The Holy Qur'an. Submit this form to request Qur'an class for yourself or for your children. Please fill this request form for each family member individually. Insha'allah". The form contains several fields: Last Name*, Middle Initial, First Name*, Phone*, Select Jama'at* (with a dropdown menu showing "Pick your Jama'at, f"), Auxiliary (with a dropdown menu showing "Ansarullah"), E-mail*, Jama'at Member Code*, and Nau Mubaeen (New convert)* (with a dropdown menu showing "No").

Here you can submit a request for a class for yourself, your children or other family members.

Please note that at this time **students are not able to directly self-register for a class**. However, there are two possible ways to submit a request:

- If you do not have a specific class in mind, then enter the required information and your general need and availability. For example 'Yassarnal Qur'an, 10am-1pm' or 'Translation with grammar; afternoons Mon-Thu'. Once the registration is received, you will be matched with a teacher according to both the student's and teacher's availability.
- If you would like a specific class or a specific teacher, you can search through all available courses (see page 4, 'How to search for classes') and select a course according to your availability (days, times, etc.). You can then use 'Class registration request' link to submit a request to register for that specific course. Please specify the course with teacher's name and any extra details under 'Comment or Message' at the end of the registration form.

Contact us

To **contact us**, please scroll down to the bottom of the page and use any of the following communication methods:

Contact Us	Our Address	Follow Us
support@AlFurqan.us info@AlFurqan.us Admin Support: 210.883.6404 IT Support: 703.473.1040	15000 Good Hope Road, Silver Spring, MD 20905 Main Web Portal http://altaqwa.us	 