

The topic of the requirements of the Jum'ah prayer is a bit complex, as there are differences of opinions among different schools, so the following is the "safest" (including some sunnahs and fards), in sha'Allah.

NOTE: Everyone agrees that the minimum requirements of the Khutbah must be in Arabic.

1) How to Begin

- Have the intention that you are going to give a Khutbah and give Salam to the people
- Let someone give the Adhan **after** you give Salam to the people

2) Opening Statement for the Khutbah after giving the adhan:

إِنَّ الْحَمْدَ لِلَّهِ نَحْمَدُهُ وَنَسْتَعِينُهُ وَنَسْتَغْفِرُهُ وَنَعُوذُ بِاللَّهِ مِنْ شُرُورِ أَنْفُسِنَا وَمِنْ سَيِّئَاتِ أَعْمَالِنَا، مَنْ يَهْدِهِ اللَّهُ فَلَا مُضِلَّ لَهُ وَمَنْ يَضِلَّهُ فَلَا هَادِيَ لَهُ. وَأَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ وَحْدَهُ لَا شَرِيكَ لَهُ وَأَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ.

(يَا أَيُّهَا الَّذِينَ آمَنُوا اتَّقُوا اللَّهَ حَقَّ تَقَاتِهِ وَلَا تَمُوتُنَّ إِلَّا وَأَنْتُمْ مُسْلِمُونَ)

[آل عمران 102]

(يَا أَيُّهَا الَّذِينَ آمَنُوا اتَّقُوا اللَّهَ وَقُولُوا قَوْلًا سَدِيدًا يُصْلِحْ لَكُمْ أَعْمَالَكُمْ وَيَغْفِرْ لَكُمْ ذُنُوبَكُمْ وَمَنْ يُطِيعِ اللَّهَ وَرَسُولَهُ فَقَدْ فَازَ فَوْزًا عَظِيمًا)

[الأحزاب: 70-71]

أما بعد:

Translation of the above (the translation can be omitted, but as stated before not the Arabic):

Praise belongs to Allah, we praise him, and we ask him for guidance and forgiveness.

And we seek protection in Allah from the malice of our own souls, and the evil of our actions.

Whom Allah guides, no one can lead him astray, and whom He makes astray, no one can lead him back to the right path.

I bear witness that there is no other deity but Allah, by himself, no associate to him, and I bear witness that Muhammad is his slave and Messenger.

"O you who believed! Fear Allah as He should be feared, and die not except as Muslims." [Suratu Aali 'Imran - 3:102]

[70] "O you who believed! Fear Allah, and (always) say a word directed to the truth.

[71] "That He may make your conduct whole and sound, and forgive you your sins: he that obeys Allah and His Messenger, has then attained the highest Achievement."

[Suratu Al-Ahzaab – 33: 70 -71]

3) You can now continue with your Khutbah topic

- The body of the khutbah must contain at least one verse in Arabic (you can count the ones in the opening statement), and at least one hadith in Arabic, but for safety measure **make it two each**.
- The total of two verses and two hadiths can be the total of everything before and after the pause in the khutbah.
- This is a safety measure, to make sure the Khutbah is valid (without having to go through differences

of opinion).

- Your topic must be something that teaches and warns the Muslims, and it **must be something they understand** (ie. in English, aside from the requirements), as the point of the Khutbah is to be understood.

4) The Pause in the middle of the Khutbah:

- You need to pause at some point in the khutbah, and you can say:

أَقُولُ قَوْلِي هَذَا، وَأَسْتَغْفِرُ اللَّهَ لِي وَلَكُمْ وَلِسَائِرِ الْمُسْلِمِينَ ، فَاسْتَغْفِرُوهُ،
إِنَّهُ هُوَ الْغَفُورُ الرَّحِيمُ.

Translation (the translation is just for your reference):

I say this saying of mine, and I seek forgiveness from Allah for me and for you, and to the rest of the Muslims, so ask Him for forgiveness, He is the the forgiver, the Merciful.

- Then, if you remember the way I used to pause, sit down and make a silent du'a for forgiveness,

After you pause and make du'a, get up and say:

بِسْمِ اللَّهِ، وَالْحَمْدُ لِلَّهِ، وَالصَّلَاةُ وَالسَّلَامُ عَلَى رَسُولِ اللَّهِ، صَلَّى اللَّهُ
عَلَيْهِ وَسَلَّمَ.

Translation (the translation is just for your reference):

In the name of Allah, and exaltations be to Allah, and blessings and peace be upon the Messenger of Allah, (SLAWS).

- Continue with the Khutbah

5) You need to close the Khutbah when you're done, and you can say this as the closing statement:

عِبَادَ اللَّهِ، ﴿ إِنَّ اللَّهَ يَأْمُرُ بِالْعَدْلِ وَالْإِحْسَانِ وَإِيتَاءِ ذِي الْقُرْبَىٰ وَيَنْهَىٰ
عَنِ الْفَحْشَاءِ وَالْمُنْكَرِ وَالْبَغْيِ ، يَعِظُكُمْ لَعَلَّكُمْ تَذَكَّرُونَ ﴾ . اذْكُرُوا اللَّهَ
الْعَظِيمَ يَذْكُرْكُمْ وَاشْكُرُوهُ يَزِدْكُمْ وَاسْتَغْفِرْ لَهُ يُغْفِرْ لَكُمْ وَاتَّقُوهُ يُجْعَلَ
لَكُمْ مِنْ أَمْرِكُمْ مَخْرَجًا . وَأَقِمِ الصَّلَاةَ

Translation (the translation is just for your reference):

Slaves of Allah! “Allah commands justice, the doing of good, and liberality to kith and kin, and He forbids all shameful deeds, and injustice and rebellion: He instructs you, that you may remember.”
[TMQ 16:90] Remember Allah the supreme (in glory) and He will remember you, and be thankful to Him, and He will increase you in bounty, and seek His forgiveness, He will forgive you, and have Taqwa of Him (God-fearing, devoutness, piety), He will make for you a way out of your issues.
Establish the prayer.