

Qur'an for All in every Hand in every Heart



21st Year of Dedication



Annual Report 2015

Al Huda International Welfare Foundation

Islamabad, Pakistan

“Indeed, it is We who bring the dead to life and record what they have put forth and what they left behind, and all things We have enumerated in a clear register.”(12:36)

Vision

Qur'an for All in Every Hand, in Every Heart

Mission

To serve humanity by imparting knowledge of Qur'an and Sunnah;
This is the only way to attain peace in this world and success in the hereafter.

Core Values

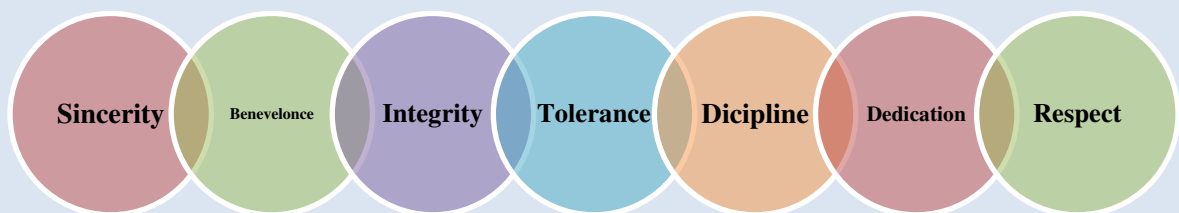


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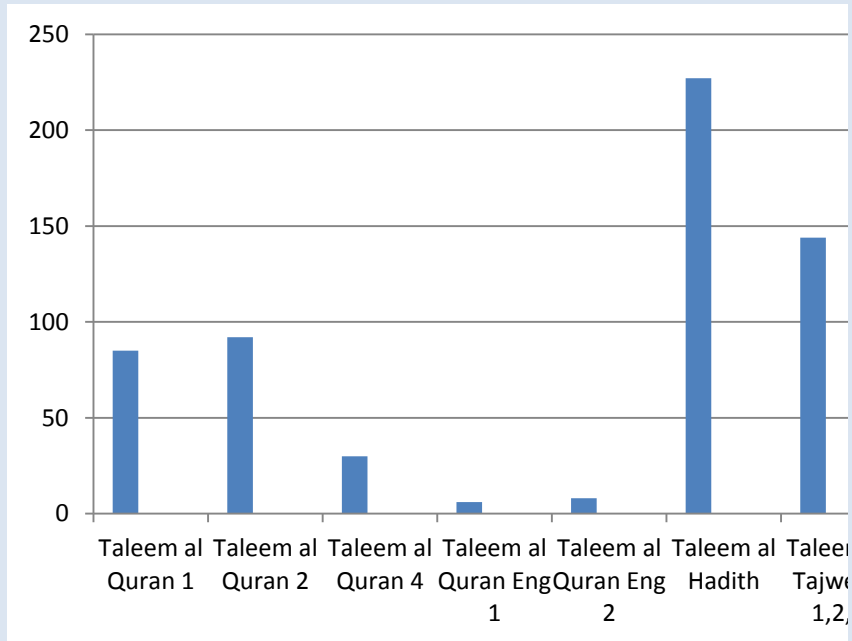
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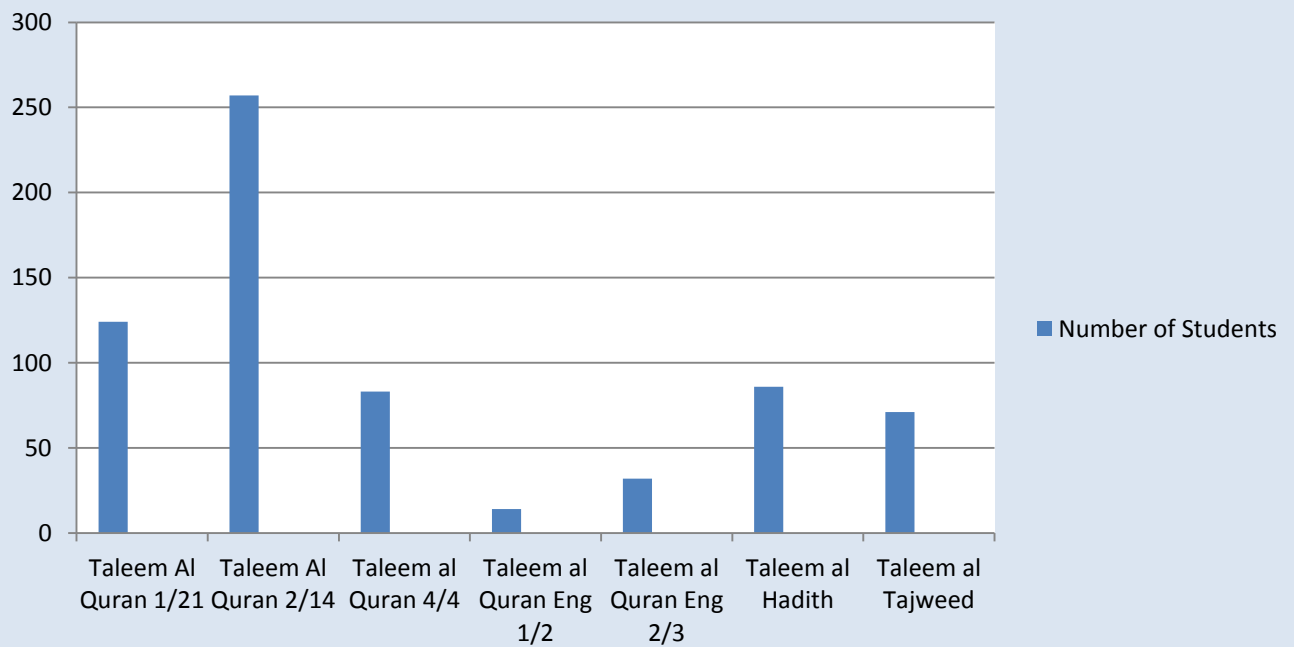
Education

Islamabad Institute

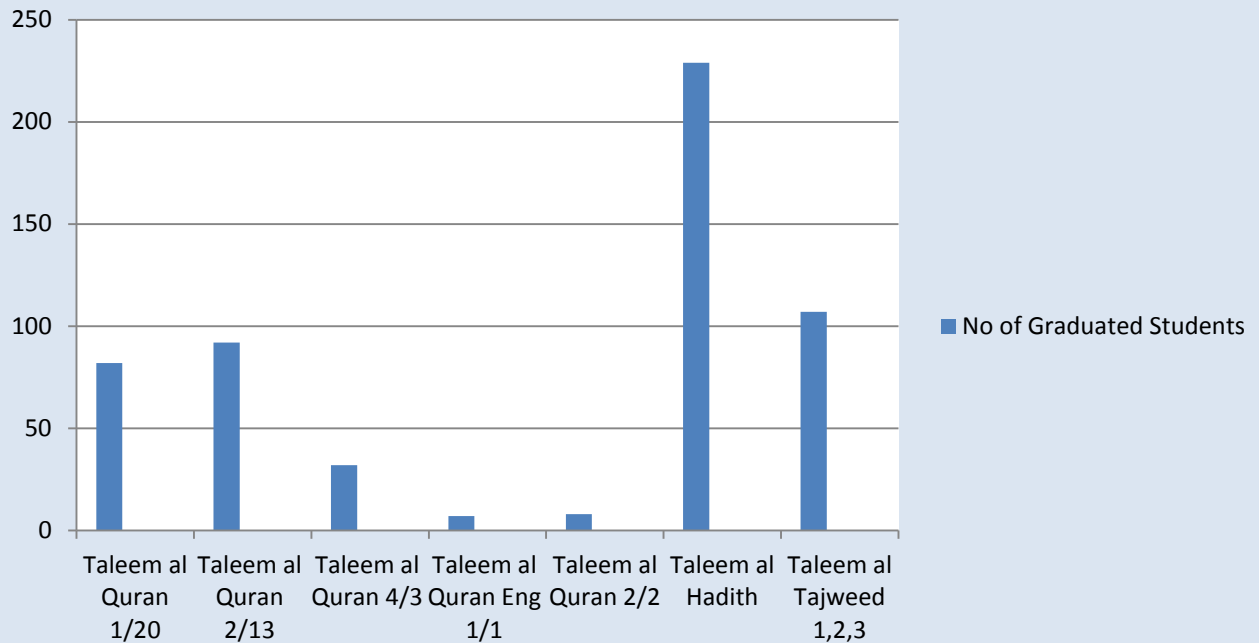
Courses Completed in Year 2015



New Courses Started



Students Graduated



Al Huda Institute for Men (AIM)

Al Huda Institute for Men (AIM) is the “Men’s Program” of Al Huda International Welfare Foundation. AIM was established in year 2013 and initially offered Al Huda’s flagship program “Taleem Al-Quran”.

Taleem Al-Quran is a one-year long foundational course that provides students with a comprehensive understanding of the Qur'an through Word Analysis and subjects such as Arabic Grammar, Seerah (Prophetic Biography), Tafseer (Exegesis), Qur'anic and Hadith Sciences, as well as various topics in Fiqh (Islamic Jurisprudence).

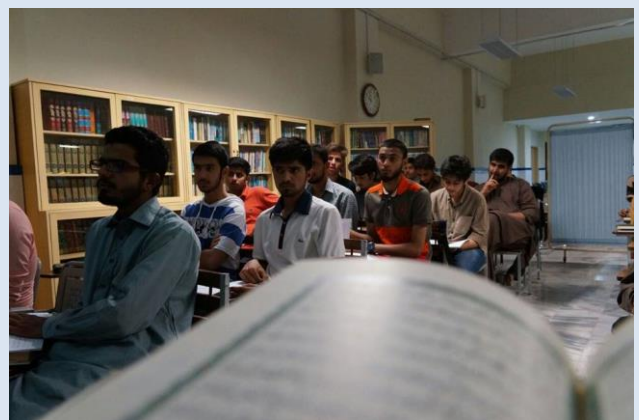


Alhamdulillah more than one hundred students have had the opportunity to attend this course in the last two years; forty three are graduating this December.

Besides, 23 students are enrolled in Batch 3 which is almost half-way through. Like all the previous batches, the current batch has students' enrollment from different cities and one from the United States; proving the program to be designed for the global audience at large. Moreover, all these students have had been students of well-reputed colleges and universities and age between 18 and 30 years. These students are also reviving the lost spirit of "book reading, analysis and presentation" this year.



In addition to the above intensive course, AIM offers short Summer Course every year wherein high school students are provided the opportunity to learn about the basics of Islam in a



conducive and open environment. It is due to these qualities that more than 50 students participated in the last Summer Course organized this year.

Moreover, a special weekend-evening program titled "Paigham-e-Quran" has had been regularly conducted for a wider audience of all ages and in particular for people who are unable to take a long off from the work in order to learn about Islam.

The students at AIM do not only grow academically and spiritually but with that they are provided fair opportunities to build mentally and physically. This is achieved by providing access to an in-house sports facility, rich library and field trips. Besides, the students occasionally get to interact with internationally acknowledged scholars and daee's from within and outside Pakistan.



Amidst all the teaching and learning activities, AIM has its presence in the Social Media world. Ranging from its official website www.idreeszubair.com to the official page www.facebook.com/idreeszubairofficial where the course content, posts short videos and highlights of students' activities and events are regularly updated.

Another such achievement is the operation of a audio channel on www.soundcloud.com/idreeszubair and another video channel on www.vimeo.com/idreeszubair which host Friday Sermons and miscellaneous events.

Yet another milestone in media component is the editing of previously recorded courses taught by Dr. Idrees Zubair which are now being taught in Batch 3 through those videos and a further initiative of highly professional video recording and editing of Dr. Idrees's current Tafseer sessions which would be made available online and for on-station courses by the end of year 2016 InshaAllah.



Regions Office Islamabad

New initiatives:

Fahm al Qur'an Classes in

- | | |
|----------------------|----------------------|
| 1. Bhera | 11. Khariyan |
| 2. Rawat | 12. Abbotabad |
| 3. Bahawalpur | 13. Chakwal |
| 4. Kapco near Multan | 14. Bahria Town |
| 5. Melsi | 15. Chakbeli Khan |
| 6. Sukhar | 16. G-9/2, Islamabad |
| 7. Sargodha City | 17. F-17, Islamabad |
| 8. Kharian | 18. Chakothi, AJK |
| 9. Sawat | 19. Nathia Galli |
| 10. Talagang | |

Sawt al Qur'an Classes in

1. Qatar
2. Bahrain
3. Kuwait
4. Newzeland

Correspondence Course in

1. Netherland
2. Spain

Social Media Classes through Skype

Courses	Fahm al Qur'an	Taleem e Deen	Sawt al Qur'an
Groups	20	8	2
Registered Students	176	76	30

	Countries	No. of Students
1	Saudi Arabia	26
2	Germany	20
3	U.A.E.	19
4	Qatar	14
5	U.K.	10
6	India	6
7	France	6
8	Malaysia	6
9	U.S.A.	4
10	Norway	3
11	Canada	2
12	Italy	2
13	Cyprus	2
14	Austria	1
15	Kuwait	1

Inauguration of Abbotabad Branch

- Al Huda new building in Nawan Shahr, Abbotabad inaugurated on 28 July and visited by Regions Office staff
- It was made and donated by a student of Dubai Branch
- Fahm al Qur'an Course and Nazra Classes started from 1st August 2015
- Weekly Tajweed Class for staff



Karachi

New Initiatives:

- The year of 2015 has seen an active and upward trend in the department of Sawt al Qur'an and 25 new classes registered
- A criterion for the registration of SQ classes was introduced in this year in which an assessment/evaluation is done for tajweed and tafseer teachers. Up till now, assessments of **40** tafseer teachers and **42** tajweed teachers have been conducted by the department.
- The evaluation/testing activities were also centralized and examination staff of academic department is now conducting the test/exams of SQ classes, which has brought a visible change in the whole activity.
- Area wise weekly classes for SQ tajweed teachers have been started at academic office, Ayesha Manzil & North Nazimabad branches to help them improve their tajweed skills. Another class is to be started in Gulshan branch soon
- This year Correspondence department launched FAHM AL QURAN through correspondence as the foundation course in which total 342 students took admissions out of which 41 have completed the course
- For strengthening the bond of correspondence course students with idara & increasing their motivation level, 5 sessions were conducted for correspondence course students on topics like Ghosl e Mayyat & Kafan training, Alhuda aik nazar men , summer course & dawrah e quran conducting training , health tips as per Sunnah , & usage of mass media. These sessions were attended by approx 200 students.
- At events like Zilhaj, Muharram or safar, activities were planned for students. They listened to event related lectures, solved assignment papers, displayed banners & posters.



Iblagh E Deen in Interior Sindh

Interior Sindh project is expanded day by day with a vision to enlighten Interior Sindh with Qur'an and Sunnah which is an extension of the vision and mission of Alhuda International Welfare foundation.

Targets:

- To increase the number of classes by more than 100 in interior sindh
- To conduct Dawrah-e-Qur'an in Ramadan in different areas of sindh & arrange dars & other educational activities at places of iftari
- To launch new courses of RKK and RKS in Karachi hostel & different areas of Interior Sindh
- Expansion of educational activities in interior sindh through masajid
- To conduct four Da'eyaat-e-Deen trainings for female teachers of interior sindh
- To conduct trainings for Qari hazraat of Interior sindh
- To generate males' team for interior sindh
- To arrange frequent visits of different areas of sindh to monitor, guide & evaluate existing classes & start new ones along with introducing AlHuda hostels
- To sponsor & distribute educational support material as much as possible in interior Sindh
- New classes initiated in 2015 = **128**

Session in Schools of Interior Sindh

- Two Students who have done Talim-Al-Qur'an course in Karachi hostel have started taking sessions in local schools of wazeerabad and mir pur bathoro about tarbiyah, duas and namaz. There are **800** students in Wazeerbad School.
- One of the staff weekly goes to Sanghar school to conduct classes about namaz, duain & tarbiyah.
- AlHuda staff is being invited annually as chief guest in their annual function



Expansion of educational activities in interior Sindh through masajid:

- **Masjid-E-Hidaya, Sanghar:** In 2014, the construction of masjid-e-hidayah was initiated. Alhamdulillah, the masjid has been built and academic activities are started. There are **120** students in kids' class.
- **Masjid Fazal Khan Lund:** Alhamdulillah, planning of masjid in Fazal khan lund has been done. In sha Allah in four months time, the construction of this masjid would be complete & educational activities would be started there soon



Alhuda Whatsapp Tafsir Groups

Whatsapp Tafsir Groups have been serving the purpose of spreading Qur'an to all in every continent of world for the last 1 year. This journey was started on **27th November 2014** Almost every week a new group is formed. Ma Sha Allah Many groups have reached on **para 9**.

Alhumdulillah, at the moment, **52** 'Whatsapp Tafsir groups' have been initiated in **Urdu**, and more than a dozen in english catering around **4,000** people from all over the globe including males & females, young & old, educated & un-educated, professionals & laymen, healthy & sick.

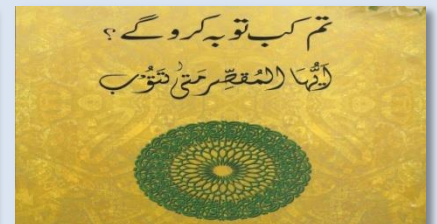
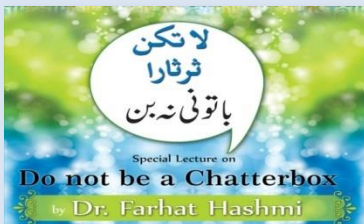
Lahore

New Initiatives:

1. Arranged 'Hadith research training' of the software 'Shaamla' for office staff. The objective of this training is to carry out research work of Ustazah's lectures and regular short courses.
2. Initiation of branch visits for standardization and implementation of Taleem-e-Deen and Tafheem-e-Deen syllabus in branches.
3. Preparing new planners, assignments, new test papers of Taleem-e-Deen course in order to standardize the course throughout the region.



Special Education Live Sessions



Future Plans

1. To upgrade some Sawt- al –Quran venues to branch level.
2. To open branch in Nawab Town.
3. To open branches in areas where no work is currently being done with respect to understanding of the Quran and tarbiyah.
4. To conduct subject teacher trainings in order to create a subject teacher bank.



Khyber Pakhtoon

New Initiatives:

50 new Sawt al Qur'an & dars classes opened



Short Courses

1. Jadu, Haqeeqat aur Ilaaj
2. Tum Kab Touba Karo Gay
3. Batooni Na Ban



Canada Institute

2015 was another productive and exciting year with many new programs, initiatives and challenges. Overall the year went smoothly with increased attendance in core programs, larger crowds in the masjid, and many successful first time programs. The Annual Report has been broken down into key sections below with a brief description, statistics and relevant pictures.



Academic Programs

Taleem al Qur'an

2015 saw the start of another Taleem al Qur'an course, the 6th one in English so far. The class size was smaller than anticipated but has stayed consistent due in large part to a senior, well managed team and the teaching of Sr. Mariam Wasti. This year's course has been very interactive and students are often taking on projects outside the classroom. Another strong sign from the course is the fact that this year we've been able to take a handful of strong students and use them as staff members and volunteer leads in other departments.

This was also year four of five for the weekend Taleem al Qur'an course. It has been a long journey but enrollment stays strong and many good initiatives have come out of the weekend program including an event this year where students brought a friend to class. There were over 80 participants, of which 16 were non-Muslim, Alhamdulillah.

In addition to this, we also continued our outreach Tahfeem al Qur'an class which, despite many venue related issues in Milton is going strong with almost 40 regular students.

Weekend School

This year saw the end of one Weekend School session and the start of the next. Alhamdulillah this year we have new teachers and a new team structure which allows the program leads to spend time with each age group of students. Enrollment has continued to be strong, with classes filling up before the first day of school.

March Break

For the first time, Al Huda Institute was able to host an overnight camp. This past March Break, about 20 students took part in a March Break camp that included lectures, arts and crafts, bowling, dawah activities and a sleepover. The camp was supervised by a number of staff members and was a great opportunity to forge bonds with the youngsters in the community.

Summer School

Between the end of Ramadan and the start of the school year, we also launched a short summer program for kids. Full with field trips to the museum and the farm, it was an opportunity for young kids to learn about their Creator and the other creation around them.

Family Fridays

Late in 2015 we were able to start another community focused initiative called 'Family Fridays'. The community has long been requesting a halaqah and some programming for more than just sisters. After much planning and deliberation, we were able to put together a theme based Halaqah for the whole family.

Family Friday's at Al Huda, First Day

Major Events

As 2015 marked Al Huda Institute Canada's 10 year anniversary, we took the opportunity to reflect on what has brought us this far and what we want to accomplish in the future. To mark this milestone and use it as an opportunity to re-invigorate our student base, we held two extra events around the main Convocation Ceremony, which was held on October 31st, 2015.



The night before, we held a graduate and student dinner. Over 400 guests joined us for the segregated event which included reflections, stories, updates about Al Huda and a short lecture. The dinner was extremely successful, and a new means of reconnecting with older students from different graduating classes. We hope to continue this trend into the future.

The Convocation itself was one of our largest ever, with multiple guests and over 1000 attendees. We went to extra lengths to setup and host the event in house and are eager to attend next year's convocation in Dallas, TX.

After the event we also had a student meeting that gave older students an extra opportunity to share their learnings and wisdom with younger students who are now starting their journey as carriers of the Qur'an.

Graduate Reunion Dinner, October 30th, 2015



Collaborative Events

In addition to holding our own programs and events, 2015 was a year in which we were able to strengthen our reputation as a cooperative Institute. This year we were able to host the following programs conducted by other Institutes:

Course	Instructor	Attendees
World of Dreams	Sh. Waleed Basyouni	500+
Walking the Line (on Liberalism and Feminism)	Dr. YasirQadhi	500+
The Prophetic Ramadan	Sh. Abdul Nasir Jangda	200+
Bayyinah 10 Intensive Course	Ust. Wasif Khan	200+
Bayyinah Access Class (6 months)	Ust. AarijAnwer and Ust. Junaid	~50
Logical Progression Halaqah	Sh. Abu Eesa	~100
Tafseer of Surah Kahf Halaqah	Sh. Waleed Basyouni	200+

Serving Humanity

This was also an especially busy year for Serving Humanity, with a number of new and exciting projects undertaken. As the need for engagement grows within our community, the Serving Humanity team was able to run a number of projects with different focuses.

This year the work was broken into a few categories: Drives, Workshops, Food bank and Awareness Campaigns.

Al Huda Elementary

2015 also saw the end of one Elementary School session and the start of the next. The most recent session, which started this past September, included a number of changes and new initiatives. This year not only do we have a new Principal and new uniforms, but we have a 30% increase in enrollment, with waiting lists for every class. We have spent quite a bit of time searching for a second campus for the Elementary school as we hope to expand it soon to meet the community demand.

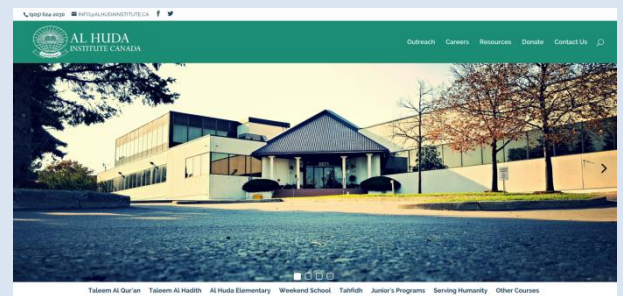
Some highlights from the past year include:

- Installing new outdoor turf for the students
- Installing projectors in all classrooms
- New uniforms
- A new website
- Increased material and resource orders for the school (over \$20,000 worth)
- New clubs and extra-curricular initiatives like the Ihsaan Club, where students fast once a week in the winter and have iftaar at school and a Literacy week, with parent workshops and a book fair

Administrative Initiatives

On the administrative side, we've made a number of iterative improvements Alhamdulillah. We have re-organized the marketing and design team which resulted in the launch of a new website. We also formalized our Finance team which has helped us catch up on reporting requirements. Lastly, we have spent the latter half of 2015 with a focus on an Institute wide training and development program which will be guided both by the immediate professional needs of the Institute and by Sr. Shazia Nawaz, who will help guide the tarbiyah development of staff.

In addition to this, for the first time this past summer, we held a staff appreciation BBQ. It was a great time for staff and their families, and was setup in such a way that the entire event was catered, so there was very little work for all the guests!



New website, launched Nov 12th, 2015.

All in all, 2015 was a successful year. We pray that Allah accepts it from us, and guides us towards more work and more improvement for 2016 and the future.

Srilanka

Admission Day

Alhamdulillah we were able to conduct two successful admission days for the Taleem al-Quran course in the Ladies Wing of the Masjid (Kirulapone Jummuah Masjid) on the 24th of August 2015 and the 03rd of September 2015 respectively.

On the first admission day we had 64 Exam Students registering and 14 Regular Listeners. By the Will and Permission of Allah, today we have 134 Exam Students and 24 Regular Listeners.



Inauguration

Al Huda Institute in Sri Lanka officially opened its doors on the 10th of September 2015 with the Orientation of the Taleem al-Quran course.

Alhamdulillah since then we have been able to gradually furnish the institute to make it as comfortable and conducive for learning. The institute also provides childcare facilities for staff/student mothers.

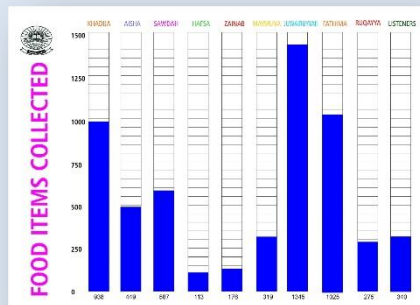


FOOD DRIVE

On completion of *Ayatul Birr*, a welfare project was introduced to the students in the form of a friendly competition.

The members of each group were asked to bring *halaal* and *tayyib* food as well as other basic necessities. The groups had to identify an area most deserving, and submit a report that included the statistics and logistics of carrying out the project.

At the end of the week the progress of each group was recorded and the group which brought the most amount of items, together with the group that submitted the most deserving project, were entitled to carry it out successfully.



The response was unimaginable and the team was able to distribute boxes to 175 multi ethnic families. Many lessons were learnt and shared amongst all. The project helped strengthen groups and enabled us to assess the skills of staff and students.



Alhamdulillah the main lesson learnt: To be thankful for the smallest of things that Allah has blessed us with and no bigger task is impossible when the intentions are sincere

Further the response from the recipients:

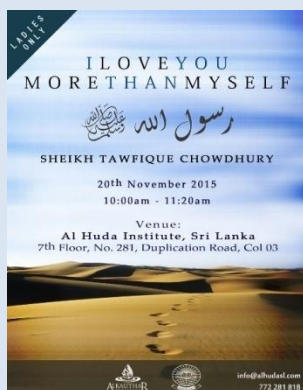
They were able to bridge the gap between the Muslims and the Sinhalese. Alhamdulillah, the project served as an indirect form of *Da'wah* as well.



GUEST SPEAKER

All praises are due to Allah, who has showered many blessings on Al Huda. The first public lecture was given by Sheikh Tawfique Chowdhury, on the topic "*I Love You More Than Myself*".

Flyers were sent out via electronic media, and the response was overwhelming Alhamdulillah.



Approximately 375 ladies attended. The feedback was positive Alhamdulillah.



Future Plans

1. Teen Workshop (December 5th and 6th)

2. Bake Sale

A bake sale will be held bi-weekly at the Institute. All Groups will participate at their respective turn. All proceeds will go into the Institute.

3. Short Courses

- A once a week course for Men
- *Miftah al-Quran* for Children

4. Welfare projects

5. Building Bridges

6. Family Friday
7. Al Huda International School (after discussion with AIS Islamabad)
8. Tentative Guest Speakers for December 2015
 - Mufti Menk
 - Dr.Muhammad Salah (from Huda TV)
 - Abu Bakr al-Shatri

Trainings & Staff Development

Islamabad

- 8 different training sessions held
- More than 200 staff attended them from different areas of Pakistan
- 5 sessions of Paper checking trainings



Karachi

Daeyaat-e-deen training for interior sindh female teachers:

- 75 female teachers from interior sindh attended a two day training session conducted at Sirajuddaula Hostel Karachi.



Tarbiyati session for qari hazrat

- A ten days tarbiyati session for 60 Qari Hazraat has been arranged in Karachi.

Lahore

- **Ghusal-Mayyat Training:**

To S.Q Alumni on 06-02-2015

- **Iblagh-e-Deen Session:**

To S.Q Alumni on 25th, 26th ,-08-2015



Group Incharges Training

Iblagh e Deen Session



Orientation



Training Department

- Alhuda staff trainings
- Alhuda regions staff and students trainings
- Students training sessions
- Hostilites trainings
- General public trainings

Orientation Sessions for Staff & Students

- Training department gives corporate level trainings.
- Training department gives round about 13 trainings to the staff.



Students

- All department heads gives orientation to the students which are level 1 trainings, in these sessions they define the working of their departments. Training department gives 63 trainings to students of Taleem-al Quran 1,2,3,4.

Skill Training for Staff & Students

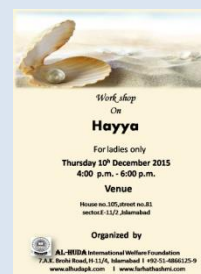
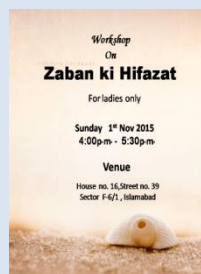
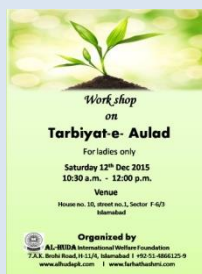
- Training department gives corporate level trainings it bring professionalism in the staff.
- Training department gives round about 29 trainings to staff.



- Training department gives level two trainings which are activity based to make capable of doing Dawah in field like Dars preparation, Dora-e- Quran, How to conduct nazra class and Quran Tafseer class, Subject teaching ,Ayyadat kay adab communication skill e.t.c. These trainings are for Taleem-al-Hadith students.
- Training department also gives trainings for hostel students academic level trainings paper checking, Dora-e-Quran, How to deliver Dars
 - Mifta class,short courses e.t.c

General Trainings for Public

- The objective of these trainings is to convey the message of Quran and Sunnah in an effective way.



Regions Trainings

- Training department not gives only trainings to in house students and staff but also gives Dawah based trainings to the staff and graduates of branches. This year 21 trainings conducted by training department to different regions.
- Dawrah e Qur'an, Summer course, Saut-al- Quran class, Products promotion, Short courses Gusl-e-Mayat e.t.c trainings given to them.



The ATEC

AlHuda Teacher Education Centre (ATEC) aims at:

- Encouraging pre-service and in-service teachers, to translate their academic vision into practice;
- incorporating principles of Islamic pedagogy into the latest ideas, theories and teaching;
- offering participants access to the most innovative ideas and approaches in the field of education;

giving teachers tools to ensure high standards of classroom experiences.



Who Does ATEC Cater to?

- Courses offered by ATEC provide an opportunity for Professional Teacher Training to:
- In-Service and Pre-service teachers
- Mothers yearning good upbringing of their children
- Graduates of the one-year diploma courses in Taleem-al-Quran course at AlHuda International Institute
- Faculty members of AIS and other schools.

Trainings Done in 2015

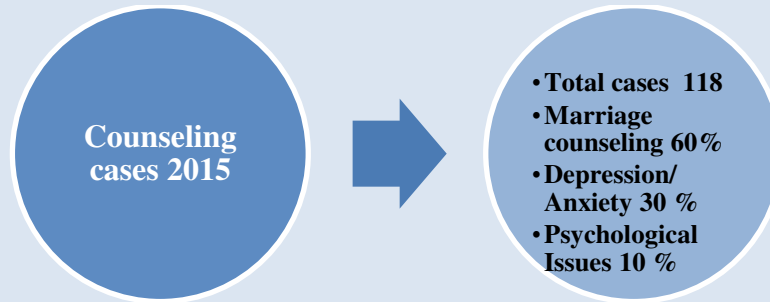
Montessori Certificate Course (MCC)	Tajweed
ACT – In the footsteps of The Teacher (SAW)	Urdu training
How to conduct a Summer Course	English training
Training for Summer Course staff	Maths
All Staff training	S. Studies
Training for Montessori Section teachers	School Leadership
Training for Primary Section teachers	Customer Relationship
Training for Secondary Section teachers	Training for Janitor Staff
Subject –Specific trainings	Training for Productive Evening
Learning to Learn Skills	Montessori Teacher Education Course

Guidance and Counseling

New Initiative

Uploading FAQs and Answers on website

<http://www.farhathashmi.com/guidance-zone/>



Guidance through Qur'an in Medical Colleges

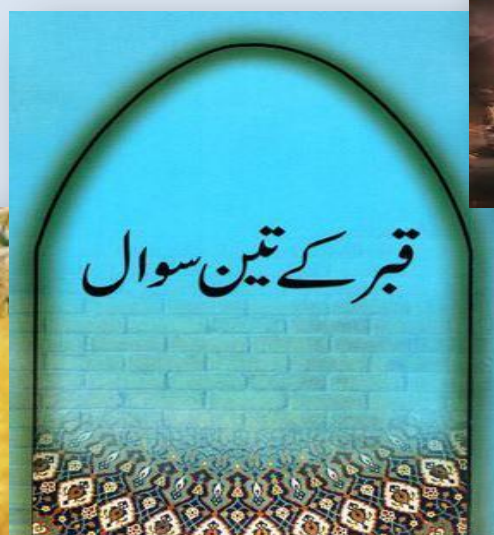
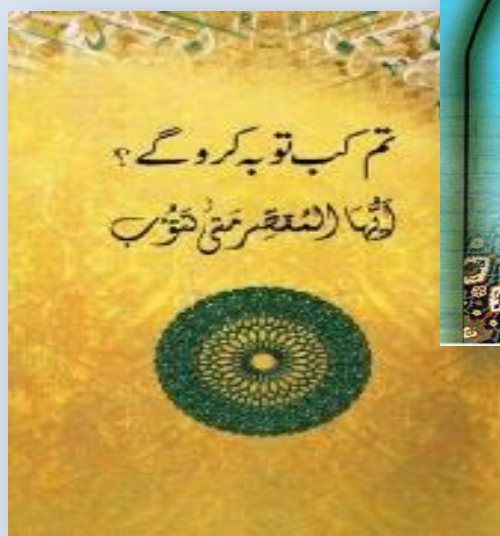
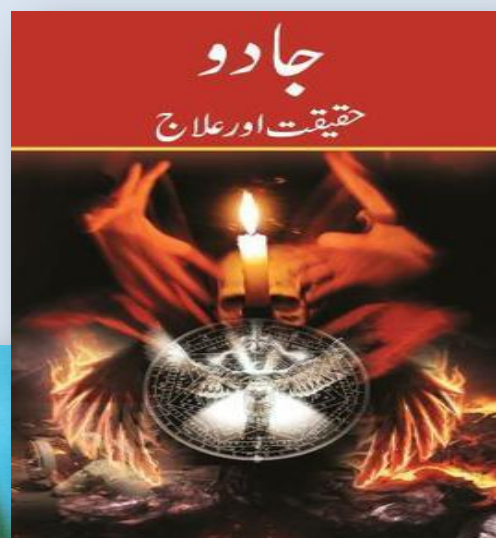
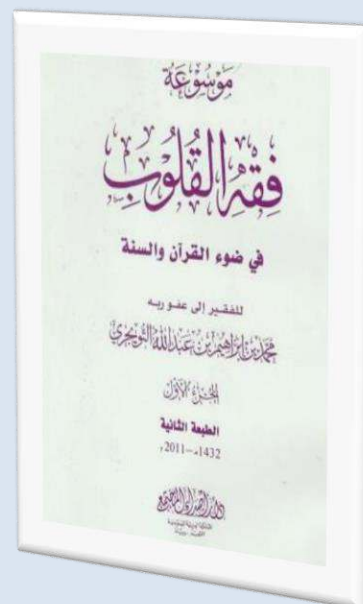
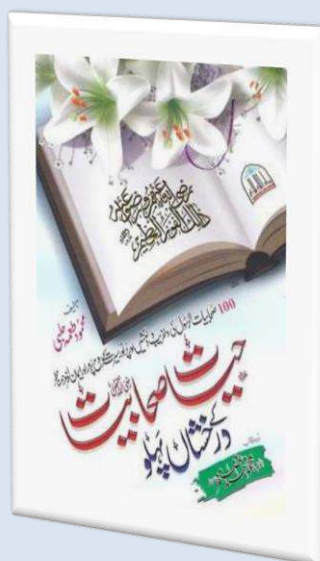


Raees al Ahrar Medical College



Ustazah's Live Sessions in Islamabad

May 2015



Convocations

Multan Convocation 14th April 2015



Karachi Convocation 2015



Islamabad May 2015



Different Sessions







Shahwali Colony Wah Cantt



Officers Colony Wah Cantt, School Inauguration by Respected Ustazah



Dars at Lala Musa Branch December 2015



Al Huda International School

Al Huda Islamic Exhibition (AIEx)

The Al Huda Islamic Exhibition is a signature event held by AlHuda International School. On 21st April 2015, the school proudly presented its 3rd exhibition; AIEx 'IslamTech'. For all those who participated and attended, it was a fun filled, exciting and most of all knowledgeable experience!



Discovering the marvels of AL KHALIQ

Based on the topic 'Al Khaliq', a part of the Islamic Studies Curriculum, students of Advanced Montessori were taken for a 'Nature Walk' this October. The students observed the creations of Allah during the nature walk to realise and understand the meaning of 'Al Khaliq', and develop love for their Creator. The children studied the different colours, shapes and sizes of leaves, they observed small plants and big trees. They also gazed at the sky and pointed out various birds, they examined small insects, leaves and flowers with a magnifying glass. They collected small objects that fascinated them to bring back to class to further talk about them. Alhamdulillah the activity helped the children's thought process into an amazement of the originality of Al Khaliq. 'Subhan Allah' was their tasbeeh as they marvelled at, and praised Al-Khaliq for His amazing creations.



Hour of code

The 'Hour of Code' is a nationwide initiative by Computer Science Education Week and Code.org to introduce millions of students to computer programming. AIS students joined



with 100 million people around the world to learn basics of coding, problem solving, and sequencing in a fun way.

Qira'at competition& hifz convocation

This October, an air of spirituality filled the hall at AIS-H11 campus during this year's annual Qira'at Competition. Esteemed Qurra from all over the country including: Qari M. Siddique, QariAmjad and Qari Abdul Haye were invited to serve as judges for the competition. The Chief Guest was none other than the renowned journalist Dr.Fuwad Ahmed Yusuf Nasaar from Palestine. Students competed in different categories in the qira'at competition and exhibited amazing talent. Winners were awarded certificates and shields for their remarkable performance.



The competition was followed by an inspirational and touching ending with the The Annual Hifz Convocation. The new huffaz were thrilled to share their happiness with such a huge audience upon receiving their shields of completion.

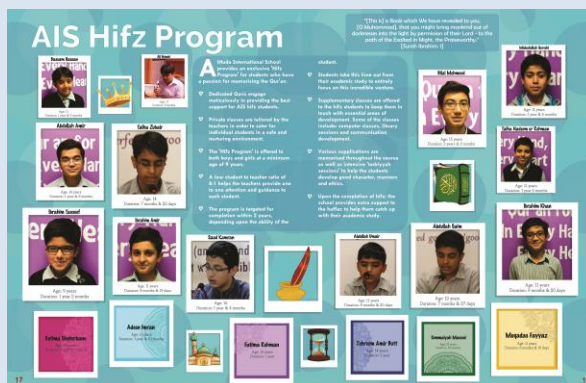
Annual games

Annual Games were held in November, 2015. Fantastic opening ceremonies were conducted in each branch which featured sports displays and a torch fire round. All AIS students got a chance to participate in various sports and races such as: taekwondo, table tennis, basketball, PT display, ball transfer, cycling, back pack race, hula hoop jumping and sack race. The students and staff thoroughly enjoyed the games.

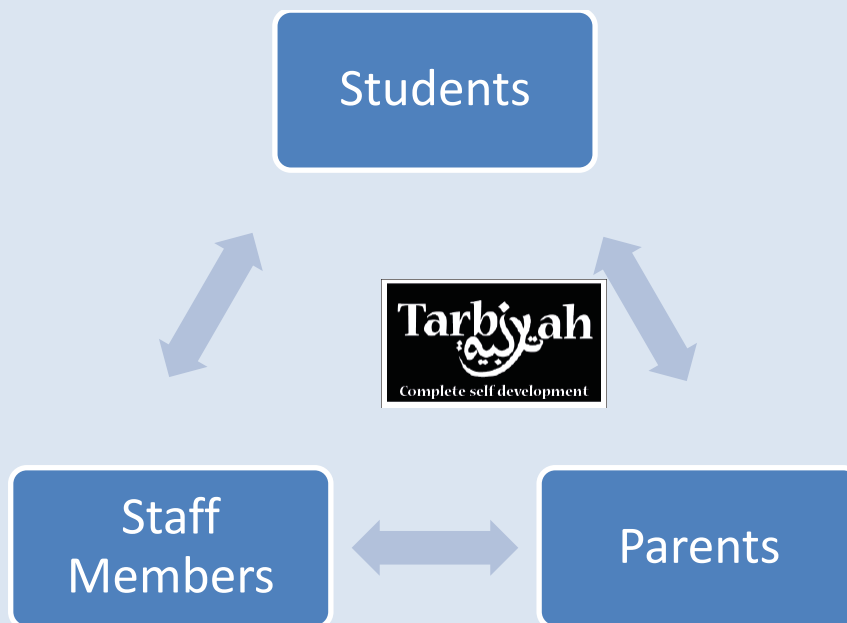


Hifz program

Initiated in April 2013, the exclusive Hifz program offers students to take a break of about 2 years from their regular studies for the noble cause of Hifz. Along with memorization of the complete Holy Qur'an and many duas, students benefit from classes in communication skills development, physical education, library and tarbiyyah classes. In the last year, there have been completion of hifz of 20 students Masha'Allah.



Tarbiyah program



Students

1. Moral Theme Cleanliness

➤ Best Class of the Term

An all-school competition on class cleanliness and organization.

Awards and certificates distributed amongst winners.

➤ Inter-class presentations and Video Making Competition

➤ Poster Competition

2. Taharah workshops conducted for Secondary Section girls and boys

3. DhulHijjah Week

- Assembly presentations
- Stage performances by students
- Takberaat&Nasheeds
- Hajj Model Displays

4. Islamic Studies Activity Book and Teacher Guide “My Deen is Islam” for Junior, Senior and Advanced Montessori published and put in practice during this term.

5. Islamic Integration in lesson plans and school events.



6. **Posters, Banners, Streamers and Reminders** in relation to the moral theme in practice etc. are prepared in soft and hard copy for display in school, uploaded on AIS website and widely viewed on our Facebook page.

Parents

1. Monthly Tarbiyah Sessions

Three sessions conducted in the first term by Raja Zia ulHaq titled Qur'anic lessons from Luqman's advice to his son.

2. Productive Fridays for AIS mothers

Weekly workshop on strengthening mother-child relationship by Hanna Nouman, along with Fahm-ul-Qur'an course.

3. Other sessions by different speakers on topics like Taharah, TibbeNabawi, Tips on homework and exam preparation, Immunization and maternal health of women etc.



Staff

1. Friday Tarbiyah Class

Dr. FarhatHashmi's Tafseer and Audio lectures from Tajjaliyat-e- Nabuwat, Best Practice shared by staff members every week.

2. Moral Theme Sessions

- Integrals of *adab*
- Respect
- Cleanliness

3. Salah Workshop

4. Workshop on Classroom organization and décor.

5. A session with Dr. FarhatHashmi on Islamic teaching practices and healthy relations between students and teachers.

Montessori Section

Key Achievements:

- ★ Developed and put to use specially designed workbooks of Arabic for Junior & Senior Montessori.
- ★ The 3rd Edition of our Learning and Practising English Workbook Volume 1 & 2 for JM and Learning and Practising English Workbook for SM are a remarkable addition to school resource developed by our Createch Department with collaboration of Montessori staff.
- ★ Use of Fluency Books in our course pack and teaching it in the classrooms with help of tablets and interactive board is a step towards having technologically advanced class environment
- ★ We have developed few SOPs for the internal processes in our department in this span which is bringing more efficiency in managing routine tasks.
- ★ In order to get the maximum outcome from the trio of parents, teachers and children, we planned and managed to take parents on board by means of educating them first so that they can help their children at home in a better way. The Literacy workshop was the first step.
- ★ Assembly program was well planned and conducted with props and active participation of each and every student.



Best Practices:

- ★ We want our students to have hand-on experience of daily routine task, they were taken to Al-Fateh Store for having a look at the home appliance section and Apple store Centaurus to have a look at the range of technology device available in the market.
- ★ We have started taking spelling test internally to prepare our students for the Primary Section.
- ★ Recently we have started sharing the best practices of each section by means of sharing the experiences of individuals in the Tarbiyah Session every Friday.
- ★ We have started utilizing Tajweed classes fortnightly for better Qir'at in AM.
- ★ Our teachers this year started putting in extra effort with the students coming from a less privileged background and alhamdulillah these children are now being able to cope-up with the rest of the class.
- ★ Assembly presentations this year are more organised, well planned and properly conducted ensuring participation by every student.

Future Targets

- ★ Conduct workshops of Arabic and Urdu for parents
- ★ Train our students for participation in Spelling Bee Competitions
- ★ Develop a documented version of departmental SOPs
- ★ Make our staff more techno savvy

Primary Section

- ★ Primary section initiated Peer Learning Program for our new staff members who needed guidance and on-job training opportunities. Through this program, the senior and experienced teachers engaged with the new and less experienced teachers and helped them improve their teaching skills as well as blend into the organizational culture.
- ★ PS students appeared for IKLC (International Kangaroo Linguistics Contest) this November. More than 50% of our students took part in it and are eagerly awaiting the results.
- ★ Assembly time in the morning is being used most productively this year. The character building and moral themes are being stressed by assembly presentations. Students are preparing role-plays and presentations based on various topics and teachers are also being given a chance to share their thoughts with the students.
- ★ Primary section has received some students with special needs in the new session. This has encouraged us to use differentiation techniques in the classrooms. Based on their needs, these students are getting special individual help from our teachers and need-based exam papers have been prepared for them too.
- ★ Based on an overwhelming appreciation in the Qira'at competition and our eagerness to improve, AIS has appointed a special Qaari who visits our classes regularly and helps students develop their own style of Qira'at.
- ★ Our students visited Apple store at Centaurus where they met CEO Apple stores Singapore. It proved to be a quite a learning experience. Our students advised them to develop Islamic apps too which can be beneficial for all.



Preschool

- ★ This year Pre School has been blessed by another opportunity which is to serve Al-Huda institute I addition to AIS. Staff and students of Al-Huda are availing the facility which enables us to put a share in the mission Qur'an for all; in every hand, in every heart.
- ★ This year we also have more and proper space to accommodate more students and better facilitate them.
- ★ The learning of our toddlers and the quality care provided to them in the time they spend with us by us, even impressed outsiders so much so that we have been receiving calls from outsiders were seeking admission in our Pre School.

Academics

On-going Projects

- ★ Compilation of Geography books for grades 1-4 was initiated.
- ★ Project of Scheme of Work of both Primary and Secondary section was launched.
- ★ Developed Scheme of Work for grade I to III of English subject, Macmillan series.
- ★ Macmillan Fluency Book has been introduced for making students more proficient in the English language.
- ★ Literature Curriculum of Grade III and IV has been structured and developed.
- ★ Curriculum of Islamic History has been developed.
- ★ Islamic integration for all the subjects is ensured.
- ★ Schools are closely monitored and guided for improvement.

Future Plans

- ★ School development Plan for the session 2016 to 17 will be initiated.
- ★ Registration of school with British Council for IGCSE.
- ★ Curriculum will be sent for review for subject specialized advice.
- ★ Scheme of Work for English; Advance Montessori, Grade IV and V will be developed.
- ★ Scheme of Works for other subjects will be catered for.
- ★ Academic department looks forward to generate any material required by teachers on request.

Staff Development

Alhamdulillah AIS has some of the finest teachers who undergo intensive training throughout the academic year. Through the professional development program, teachers get opportunities to learn from internal and external experts.

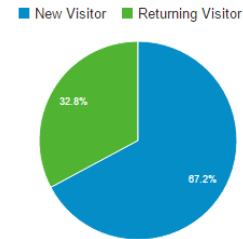
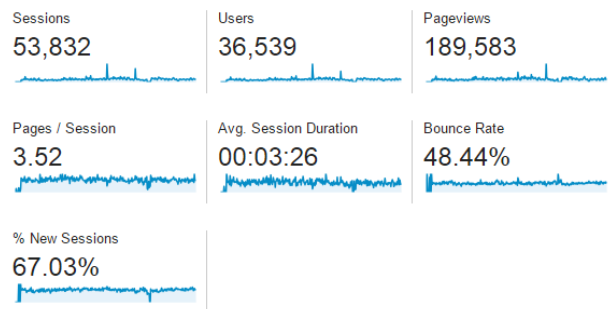
Social Media

The AIS official facebook page(<https://www.facebook.com/AlHudaIntSchool>) has more than 17,000 'likes' masha'Allah. Social Media is used to not only provide news and updates of school but also share beneficial resources with masses.

School Website

The School website (www.aispk.org) is instrumental in spreading awareness about

Website statistics for past year



the school, its activities and programs.

School Magazine

2 issues of 'Mir'aatul Huda', school's official magazine, were published last year.

AIS New Campus

Beginnings of a world-class campus!

AIS plans to broaden its sphere of facilities available as we believe in service and progress. The idea of constructing a leading edge campus is currently being materialised. Ground breaking ceremony of the AIS new campus in H-11 was held recently.



Social Welfare

Social Welfare Projects

Construction Project

Construction project Murree



Construction of Masjid Village Jamala Mohallah Kasala Murree in process.



Rehabilitation of roofs for twelve families from cyclone affected in Peshawar Region



Widows/Orphan Project

- Widows/Orphan project was completed in Nov 2014 to sustain 20 families including 20 widows and 77 orphans.
- Objectives:

- To enhance the capacity of deserving and vulnerable families for rearing of livestock and establishment of kitchen gardening
- To enhance livelihoods of vulnerable and extremely poor families by the provision of livestock support and kitchen gardening facilities
- Our vision is to deliver and start a Quran Education class through the implementation of this project.
- Given per family one goat with kids, 25 chicks and seeds for kitchen gardening.
- Beneficiaries..... 97



Emergency Relief 2014, 2015

- Cyclone affected in Peshawar region 2015 (100 food package) distributed.
- Flood relief 2015 for District Chitral, Peshawar and for Multan region. Detail of goods delivered from Head Office as below:
- 1700 ration bags,
- 350 Family tents,
- 1000 blankets
- 100 water tank
- 150 hygiene kits
- 150 mosquito nets distributed.



- On dated 26th October 2015 a magnitude of 8.1 Earth quake at rector scale wasworstlyhitted KPK region. Below mentioned relief goods was delivered from head office for earth quake affectees.
 - Ration bags quantity1800 including(20 Kg flour, 5 Kg sugar, 2Kg Dal channa, 385 gm Tea , 5 Kg Ghee, 1 Kg Salt, 250 gm Red piper).
 - Bedding quantity 1800 including (one quilt, one mattress and one pillow).



Water Projects

- 800 Bio Sand Filters has been distributed in Thar (Sindh) 2015.



- 40 Hand pumps completed from Nov 2014 to Nov 2015.



- One water cooler installed at G-8/4 ,Islamabad



- One R.O Plant is in process at Duniapur Multan Region.

- 8 to 10 Hand pumps in planning to execute in 2015 till December.

Winterization project

- In 2014 for cold areas 1600 quilts were distributed in the month of November.



- In 2015 for current earth quake affected areas 1800 bedding including one quilt, one mattress and one pillow distribute.

Ramadan Ration Project 2015

- This year in 2015 total **12155** ration bags were distributed including Karachi region.
- Islamabad..... 5955 ration bags
- Karachi..... 6200 ration bags
- Beneficiaries..... 97500.



Cash Distribution for Ramadan Ration 2015

- An amount of Rs.10,34,000/- cash was distributed among deserving people.
- Beneficiaries..... More than 350.

Iftar Program 2015

- This year Iftar program was arranged for Masakeen and very poor people in the month of Ramadan from 15th Ramadan to 26th Ramadan in KPK Peshawar & Multan region and also in RWP and Islamabad at different locations.

- Beneficiaries..... More than 10,000 thousand. .



Fidya/Fittrana 2015

- This year SWD distributed an amount of Rs.30,60,000/- among deserving people from Fidya/Fittrana head.
- Beneficiaries..... 1200 deserving families and individuals

Lahore

Social Welfare Dept of Regional Office and all branches collectively completed this project.





Fidiya/ Iftari Project:

Regional Office done this project in 3 madrissas with cooperation of **Wapda town** branch, **Johar town** and **Gurmani** branch provide iftar meal in different Old age Homes, other branches also play their best role for iftar or fidiyas activity.

AllamaIqbal town and **Garden Town** and **Sheikhupura**. Branches are currently running this project.

Canada Ramadan 2015

Alhamdullilah, we were also able to witness another Ramadan this year. As with past Ramadans, the work went smoothly with so many well trained volunteers working diligently throughout the month. Our spectrum of Ramadan activities grew this year. In addition to the weekly iftaars, taraweeh and ihtikaf, we conducted a number of Welcome Ramadan programs throughout the neighbouring cities. These were followed up by Fahmul Qur'an programs conducted by various students and teachers.

Qurbani Project 2015

- This year in 2015 total **169** cows and **229** goats were slaughtered including Karachi region.
- Islamabad..... 99 cows goats..... 203
- Karachi..... 70 cows goats.....26
- Beneficiaries..... 122700.



Lahore Region



Regional Office **Social Welfare Dept** arranged Qurbani in 2 organizations whereas **Nespak** branch contribute one share

Future Project

- Construction project “FatimakiBasti” in Matli (Sindh). In process (initial stage)



- Water projects schemes including Hand pumps, wells for 2016.
- Widows/Orphan project
- Marriage Package (as a project) for deserving.

Social Welfare Services

Health & Clinic

Patients treated different type of diseases like Cough, Fever, allergy, Flue, Motion, Pain etc. detail mentioned as below:

S.No	Month	Patients Treated
1	November 2014	200
2	December 2014	175
3	January 2015	159
4	February 2015	196

5	March 2015	168
6	April 2015	210
7	May 2015	175
8	June 2015	235
9	July 2015	138
10	August 2015	330
11	September 2015	227
12	October 2015	329
Total Patients Treated:		2542



Homeo Pathic

S.No	Months	Number of Patients
1	November 2014	214
2	December 2014	173
3	January	170
4	February	209
5	March	262
6	April	168
7	May	272

8	June	284
9	July	154
10	August	239
11	September	200
12	October	Medical Leave
Total Patients:		2345

Counseling

Total No of Cases..... 118

- Type of Cases Mixed
- Marriage Counseling 60%
- Depression & Anxiety 30%
- Psychological Issues 10%

Phone Calls Cases Different Issues like Anti-Social Behaviors Spiritual + Social Problems



Annual Expenses: 3870/-

Ghussal e Mayyat86

Freely Distributed Kafan20

Dars Delivered..... 15

Trainings(in Regional Office & Branches) 5

Admission(throughGhusal e Mayatservice)..... 1

Defence,Shahjamal, and Wapda Town branches are doing most of work in this service.
(Alhamdulillah)

Kafan Project:

60 kafans are prepared by regional office along with cooperation of Wapda town branches sold in branches.

Marriage Bureau



Lahore Region

Hospital Visits



Annual Expenses: 51470/-

Total Visits..... 42

Dars4

Admissions through Hospital Visit Services..... 2

Shahjamal branch is arranging Weekly Dars in Services Hospital and regular visits of different hospitals. **Askari 1** branch is also make many visits. **Regional Office** and **Wapda Town Branch** Arranged 4 fortnightly dars in Arif Memorial Hospital.

Needle Home:



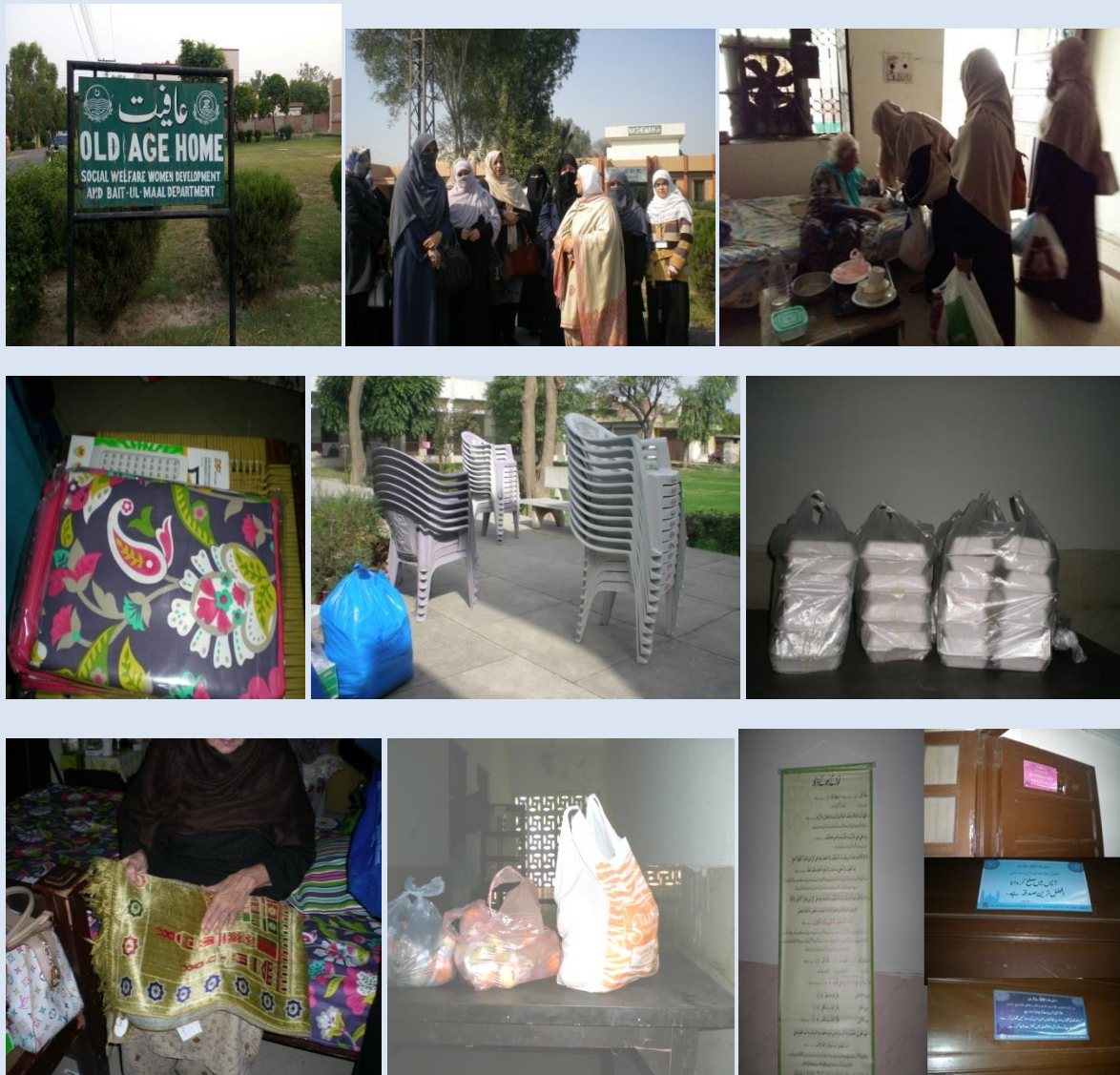
Namaz, Duaen, Azkar, to be learnt, weekly dars, Quran Class is being conducted along with stitching unit

2 stitching units are working in **Johar Town branch** and **cavalry branch**, 1 unit is under process in **Askari 1 branch**.

Aqeeqah Project:

This project was done by social welfare dept regional office, Lahore as per request of a donor. Meat Distributed among people of old age, InfectiousDiseaseHospital.

Old Age Home(Aafiyat)





Provision of UPS, Electric cooler, Iftar meal, eid gifts, clothes Medicines, Weekly dars, Arrange outing for them and refreshments on different occasions was provided by all branches. Roof construction of the masjid in old age home. Counseling service is being arranged.

Johar Town branch is working from many years other branches also contributing for this project in many ways.

Orphanage



Eid Gifts, clothes, food, toys etc are being provided. Regular dars for ladies also arranged.

Model Town Branch is conducting class for ladies of orphanage.

Gehwara:



Provision of electric cooler, Eid gifts, Toys, in formal class for tajweed and duas is being conducted.

Johar Town branch is handling this project.

DarulFalah (For Widows)

Provision of UPS, electric cooler, Sewing machine, Ration, Meal of one day, repairing of 12 sewing machines of their needle home, fee and books of a widow. Weekly class is being planned.

Dar ulSakoon(For Mentally Disturbed People)

Reparing of deep freezer, provision of electric cooler, eid gifts.

Johar Town is handling this project.

CHild Bureau:



Provision of casual used & new clothes, warm clothes, eid gifts. Asma e Husna and some Surahs from 30 para learnt, tafseer also teach them, snakes delivered in every visit.

Gurmani House is running this project.

Help for Natural Disaster:



Annual Expenses: 164000/-

Goods, Clothes(used, new), mattress, Quilts (used, new) Crockery sent to Multan, Peshawar, Sialkot and other flood affected areas.

Wapda Town branch cooperate with regional office for collecting kinds for affectees and other branches sent good in their own way some branches deposited amount in account for this project.

General Help



Rations, Clothes, Stationary expenses, medicine are provided for needy people.

Almost all branches are handling this project in many ways.



Nespak Branch organized welfare twice a year on large scale, whereas other branches are doing this activity at their level.

Carpet Distribution



200 donated carpets are distributed in different branches, SQ classes, Miftah classes, Gehwara, Needle home etc.

Water Project

Digging of 3 Hand Pumps in Okara, 2 in widows home and 1 in public place

Annual expenses 24000/- 8000 per hand pumps.

Regional Office Social Welfare Dept with cooperation of **Okara branch** completed this project in Okara.

Miscellaneous

Regional office has been computerized Data of marriage bureau from all branches

Data of teams (marriage bureau, Ghussal e Mayyat, hospital visit) has been computerized and shared with all branches through google drive.

May Allah SubhanahuWaTaala accept all our efforts.

Future Initiatives For 2016

1. Ghussal E Mayyat:

- Ghussal e Mayyat team members will be appointed in various areas.
- Plan to pave way for SQ Classes and Dars by providing funeral support in different areas and provoking them to learn Quran.
- To recruit students for branches.
- To prepare a presentation based on Masnoon way for "Ghussal E Mayyat".

2. Marriage Bureau

- To extend the working area of marriage bureau by adding the data of SQ Classes and by communicating with well reputed religious organizations regarding the match making of boys.
- To involve all within country and abroad branches of Al Huda for making this service fast forward.

3. Hospital Visits

To start regular Quran clasess in all hospitals which are on Al Huda'spanel.

4. Welfare Shop

To arrange welfare sale twice a year in different areas so large number of people can avail this opportunity.

5. Needle Home

To train the girls through professional courses from TEVTA as this will be helpful to increase their earning.

6. Ramadan Ration

- Planning will be done in the months of Safar and Rabbi Ul-Awwal.
- All purchasing, packing, distribution will be done in Lahore region
- Funds for monthly ration will be given to infectious Disease Hospital to provide food and fruits for patients.

7. Fidiya /Iftari Project

To plan iftar meal where there are a large number of deserving people and from where we can recruit students for courses.

8. Emergency Relief

- To make plan for using funds and kinds with in affected areas of our own region.
- To make a male team for proceeding all work.
- To provide "First Aid Training" for the students in all branches to face emergencies.

9. Old Home/Baby Home/ Child Bureau

- To start proper Quran classes and long term projects of religious education in these organizations.
- To increase the number of community schools to facilitate the poor children. (In Sha Allah)

Mass Communication

Radio

- FM radio stations deal: 57 radio stations
- FM100 RadioRokhanteemargarahDist.lowerdeer.verbal deal on FOC(free of Cost) bases.
- Agreement made on Nov, 2015 with ISPR radio station named as Suno Pakistan @ 89.4 & 96 across Pakistan even fata ,wana and in all other agencies.
- Taleem al Qur'anProgramme is being broadcasted by $32+57 = 89$ different FM stations on different times in the morning.

TV

- Geo Television Networks:Allah kaykhubsuratnaam is being telecasted Geo entertainment.
- Paigham TV:Labbaik&Duakijiyaby Dr.FarhatHashmisent and aired by them.
- Hope TV: Fahm al Qur'an 2012 by Dr.FarhatHashmitelecasted.
- Tehzeeb TV:Fahm al Qur'an fresh recording by AfshanKhalid (Reg.Coo KHI).(in urdu)
- Fahm al Qur'an fresh recording by Ruby Tariq (KHI).(in urdu)
- Fahm al Qur'anfresh recording by Dr.Imranah Khan(KHI).in English
- Gujranawala:Fahm al Qur'an 2012 by Dr.FarhatHashmi telecasted by local cable operator.
- Rawalakot Azad Kashmir:Fahm al Quran 2012 by Dr.FarhatHashmi telecasted by local cable operator.

Audio Editing:

- Taleem al Qu'ran 4th Batch Islamabad by Dr. FarhatHashmi: Parah 9 is in process.It's missing parts are being captured from Video recording (VHS tapes) using extraction of audio
- Paigham al Qu'ran (weekend class):by Dr.IdrisZubairparah 24 in progress.[ongoing project]
- Faham al Quran 2015 by TaimiyyahZubair,re-edited & chunked out within 22- 25 min time frame.this project has been initiated focusing overseas community Radio services. (11 parahs so far).[ongoing project]

Video Editingor reworking:

- Paighame Qur'an byto Dr.IdrisZubair: fix the entire Qur'an programmes, set in time frame & missed out parts
- list was sent to Dr.IdrisZubair.
- Allah kayKhubsuratNaam 65 programmes were previewed for Geo TV.
- 12 episodes of "Labbaik" (Hajj related video) updated with new Pictures of Hajj related spots
- and face covering of the ladies who didn't cover their face was done.

Video post-production:

- Allah kaykhubsurat naam. 71 names out of 95 have been completed. Being a lengthy and getting delay from Geo
- office it is still in progress. Keep in mind that, this post-production work takes place from scratch level and it
- keeps all types of post-production work like grabbing from digital tape in machines, text setting, converting into
- PDF, Photoshop work, transitions etc. too and this editing is meant for Alhuda usage along with other TV
- Channels with an open time frame.

Audio-Video coverage

- KHI Convocation.
- SirajudDaulah hostel Events (2 takmeel of TQ and 1 of Hadith course and Roshnikikiran programme.) at
- CCTV. Alhamdulillah it was Media Dept's 1st successful attempt to deliver close circuit transmission over the
- Floors.

Dealing with FM listeners

like question- answers and sending them tafseer DVDs or booklets or fulfilling any other demand.

Future Plans:

- TQ video graphy
- Paigham e Quran by Dr. Idris needs to be checked which needs to be fixed.
- *Paigham e Qur'an audio by Dr. Idris Zubair (weekly class) editing.

Al Huda IT

Overview: This report summarizes the efforts, progress, achievements and planned efforts in the following areas:

1. Alhuda Podcast Development and Publishing
2. Alhuda Apps
3. Alhuda's Social Media and Networking Efforts
4. IT Trainings conducted at Alhuda Islamabad
5. Future and Planned IT Projects

Alhuda Podcasts Development and Publishing

Podcasts provide a convenient and user-friendly means of publishing and accessing multi-media content online. Users can easily subscribe to a podcast series, get timely audio updates and listen to audios using podcasting applications without having to worry about downloading audio files from the

websites and managing them on their own.

Alhuda Podcasts have been under development for quite some time. Alhamdulillah by the grace of Almighty Allah, podcasts have been prepared for all audio content available online.

Summary of Available Podcasts

Following is a summary of the available podcasts:

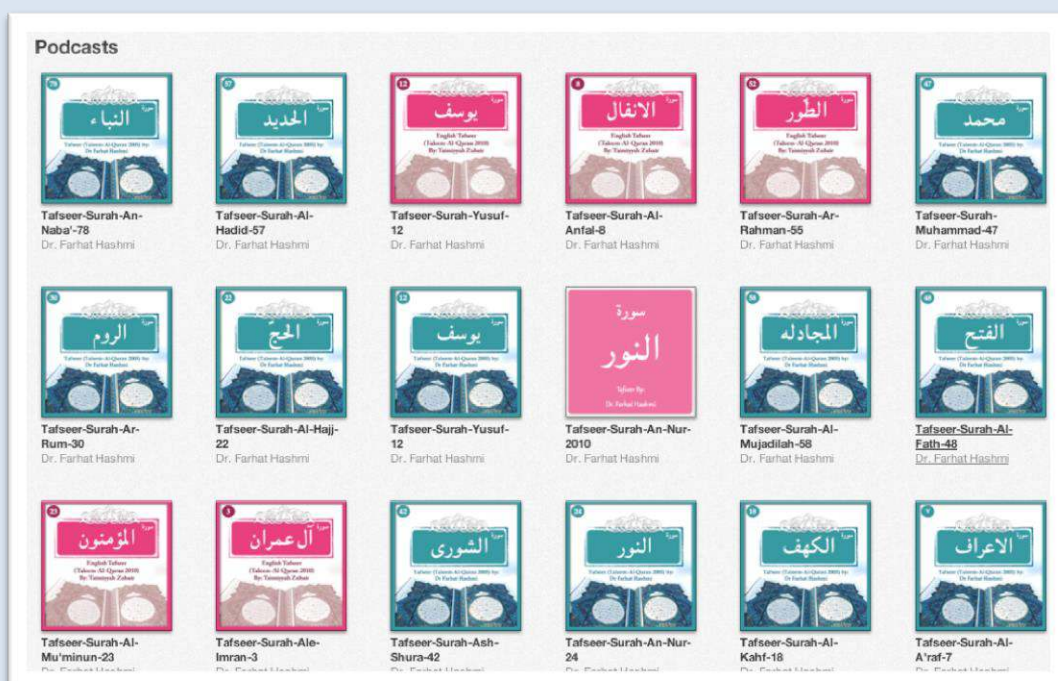
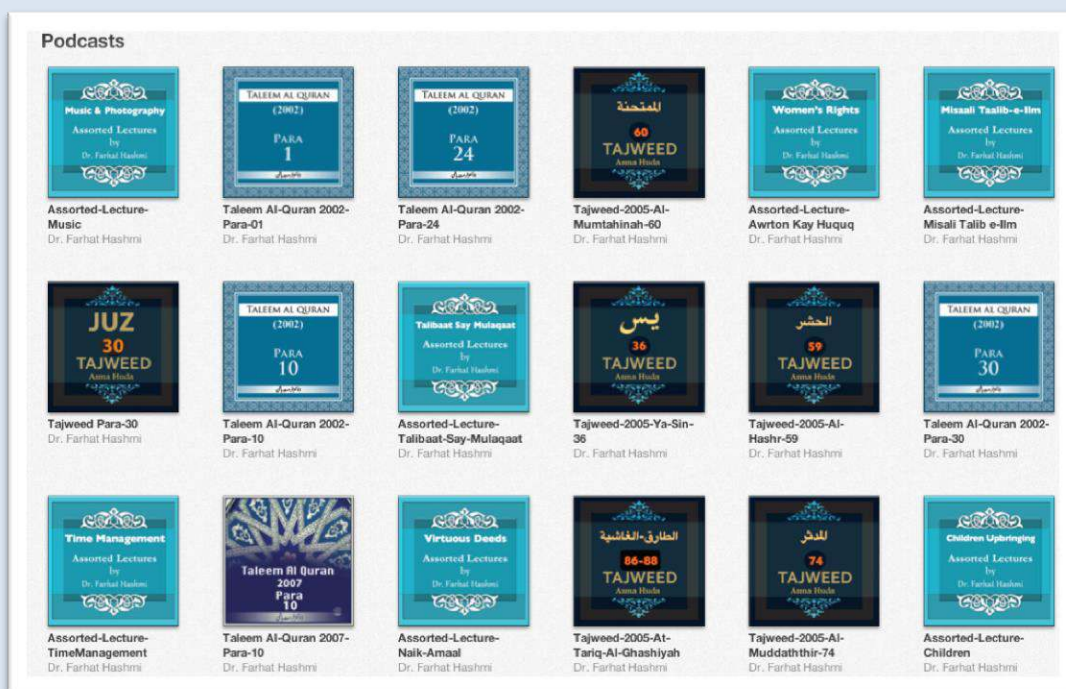
Podcast Category	No of Podcasts
Assorted Lectures:	40 Podcasts (Topical)
Duas and Supplications:	18 Podcasts (Category wise)
Fahm Al Quran (Urdu and English) :	4 Podcasts
Taleem Al Quran 2002, 2005, 2007, 2010	Complete available (Para/Juz wise) - 100 + Podcasts
Tajweed	Para 30 Bintul Huda
Tajweed	Para 30 Dr. Idris Zubair
Surah Wise Tajweed Podcasts (All Surahs)	90 Podcasts (Till 80 Surah wise, and others are group wise)
TQ 2005 (Surah Wise) :	80+1 (30th Juz has been combined in one) Podcasts
TQ 2010 (Surah Wise) :	55 Podcasts
Selected Surahs :	10 Podcasts
Sahih Bukhari	20 Podcasts
Seerah	15 Podcasts
Uloom Al Quran and Hadith	5 Podcasts
Muslim Heroes	15 Podcasts
Tarbiyah	15 Podcasts
Hadith	5 Podcasts
Fiqh	10 Podcasts
Total:	~550 (Appx)

Note: A Significant addition to the podcasts are the Surah-wise podcasts available in both Urdu and English corresponding to TQ 2005 and TQ 2010 respectively Alhamdulillah.

Podcast availability for Windows/Mac PCs

It is worth mentioning all the different means through which podcasts may be accessed.

iTunes software (<https://www.apple.com/itunes/download/>) is available on all platforms. Podcasts can easily be searched and subscribed to using iTunes on Windows/Mac PCs.



Podcast Apps for Mac/Windows computers:

Software	Download Link
1. iTunes:	http://www.apple.com/itunes/
2. Miro:	http://www.getmiro.com
3. Juice:	http://juicereceiver.sourceforge.net

Common Podcast Apps

For mobile users a whole range of podcasting apps are available on ALL kinds of mobile platforms. Below is a brief list of apps which may be used to access the podcasts:

iOS Podcast Apps:

1. Podcasts:	https://itunes.apple.com/us/app/podcasts/id525463029?mt=8
2. Downcast:	https://itunes.apple.com/us/app/downcast/id393858566?mt=8
3. Instacast:	https://itunes.apple.com/us/app/instacast-5-podcast-client/id577056377?mt=8

Android Podcast Apps:

1. Pocket Casts:	https://play.google.com/store/apps/details?id=au.com.shiftyjelly.pocketcasts
2. BeyondPod:	https://play.google.com/store/apps/details?id=mobi.beyondpod.hd
3. Podcast Addict:	https://play.google.com/store/apps/details?id=com.bambuna.podcastaddict&hl=en

Windows Podcast Apps:

1. Podcasts:	http://apps.microsoft.com/windows/en-us/app/11f1cd1e-c7e1-40e1-bda0-ecf16b39c7db
2. SlapDash Podcasts:	http://apps.microsoft.com/windows/en-us/app/0c62e66a-f2e4-4403-af88-3430a821741e

3. Podcast Play:	http://apps.microsoft.com/windows/en-us/app/9b0f3ae7-ee50-4404-b271-1837ef84f623
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Nokia Podcast Apps:

1. Simply Podcast:	http://www.windowsphone.com/en-gb/store/app/simply-podcast/7e93379d-0ea9-e011-a53c-78e7d1fa76f8
2. Podcasts:	http://www.windowsphone.com/en-gb/store/app/podcasts/ff0796f0-a6e2-df11-a844-00237de2db9e
3. gPodder:	http://store.ovi.com/content/148264

Creating Public Awareness about Podcasts:

Although a huge number of our users have Smart phones, mobile devices and tablets, relatively very few are aware of podcasts. We need to create more public awareness about the benefits, usage and availability of podcasts through all Alhuda websites, portals and communication channels.

Following suggestions to be taken into account:

- Users should be notified using Mass mail, Mailing lists and newsletters
- Facebook pages should periodically provide podcast updates
- Relevant communication forums to be used to promote podcasts for easy access to audios

User training and Instructions for subscribing to a podcasts are available on our websites.

Alhuda Apps

Alhamdulillah, Alhuda International constantly seeks to keep at par with the latest progress in technology trends to realize its vision “Quran for All, in every Hand, in every Heart”.

Alhamdulillah in the year 2014, significant progress was made towards creating a unified App development and publishing platform for Alhuda International. The vision behind this effort has been to maximize the availability of our content through the use of Mobile technology, in a manner that is accessible in a unified manner.

The vision was realized with the efforts and Duas of many involved. The details of the entire App development and publishing process are beyond the scope of this report. However the following essential details are summarized for an overall picture of the Alhuda Apps Landscape.

- Alhuda App store accounts on all major platforms
- App development highlights and major achievements
- App statistics and download figures
- Details of app development currently in progress

New App Store Accounts for Alhuda International formally Created and Launched

Alhuda International App Store Account Successfully launched for the following platforms:

App Store

Current Prview of Alhuda App Store Account



Apple iOS :

**App store account
launched on
November 27th 2013**





**Google Play for
Android :**

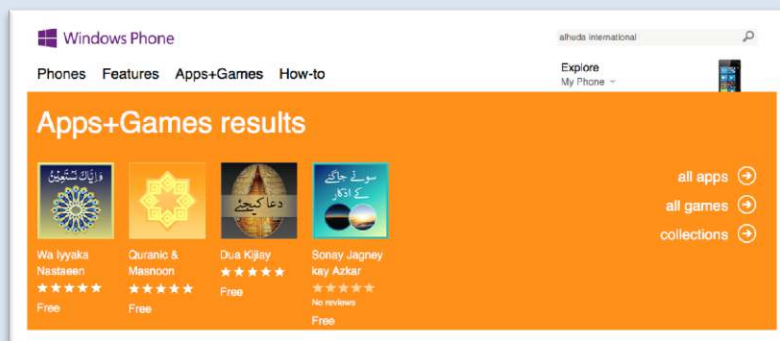
**Play Store Account
created on February
24, 2014**





Windows Phone Store:

Dev Account created
on July 12, 2014



Alhuda Apps – Account Management




Management of Alhuda Apps Store Account for iOS, Android and Windows

- App Uploads
- Updates
- Emails and Troubleshooting
- Communication of feedback and issues reported by the users

Apps Launched During 2014-2015

Alhamdulillah earlier this year we had formally created Alhuda International's account on both the Apple App Store and Google Play.

- 10 new apps have been launched on these platforms during this period.
 - o 8 on the Apple App Store (QM, QFA, Miftah Pro, SJKA, SafarDuas, IYN-New, DK)
 - o 6 on the Android/Google Play Store (QM, WaIyyaka)
 - o 4 on the Windows Phone Store (QM, WaIyyaka)

App	Apple iOS 	Google Play 	Windows Phone 
DuaKijay	✓	✓	✓
WaIyyakaNastaeen (New)	☐ ✓	✓	✓
Qurani and MasnoonDuas	✓	✓	✓
Sonay Jagney KehAdaab	✓	✓	✓
Safar Duas	✓	✓	✗
QuranforAll	✓	✓	In Progress
Miftah Al-Quran Pro	✓	✓	In Progress
Zad-e-Rah	✓	✓	✗

Miftah Al-Quran



Current App Statistics: Apple Store



	Content	Type	Supported Platforms	ID	Units
1	Quran for All Alhuda International	App	iOS	840190258	34.6K
2	Miftah Al-Quran Alhuda International	App	iOS	601796065	23.2K
3	آیات و آیات تسبیح Alhuda International	App	iOS	684120260	18.9K
4	Quranic & Masnoon Supplications Alhuda International	App	iOS	826833255	11.0K
5	Miftah Al-Quran Pro Alhuda International	App	iOS	899003752	7.79K
6	Wa Iyyaka Nastaeen (وایاک نستعین) Alhuda International	App	iOS	972441057	4.65K
7	Sonay Jagmay Kay Azkaar Alhuda International	App	iOS	901357331	4.47K
8	Dua Kijlay (دعا کیجئے) Alhuda International	App	iOS	991639411	4.34K
9	Zaid e Rah (زادہ راہ) Alhuda International	App	iOS	718482460	3.05K
10	Supplications for Traveling - تسبیح کی دعائیں Alhuda International	App	iOS	988594882	1.38K

[Take a Tour](#)

	Territory	Units
1	USA and Canada	37.7K
2	Asia Pacific	35.3K
3	Europe	21.0K
4	Africa, The Middle East, and India	17.9K
5	Latin America and The Caribbean	84

Current App Statistics : Google Play Store for Androids



APP NAME	PRICE	CURRENT / TOTAL INSTALLS	AVG. RATING / TOTAL #	CRASHES & ANRS	LAST UPDATE	STATUS
Dua Kijlay (دعا کیجئے) 1.4	Free	6,767 / 11,496	★ 4.72 / 375	4	Dec 2, 2015	Published
Miftah Al-Quran Pro 1.5	Free	3,173 / 8,115	★ 4.87 / 278	3	Mar 9, 2015	Published
Quranic & Masnoon Duas 1.5	Free	12,991 / 31,359	★ 4.71 / 1,005	2	Dec 1, 2015	Published
Sonay Jagmay Kay Azkaar 1.0	Free	4,106 / 10,389	★ 4.77 / 245	1	Jan 2, 2015	Published
Supplications for Traveling 1.2	Free	1,479 / 2,440	★ 4.72 / 57	—	May 22, 2015	Published
Wa Iyyaka Nastaeen 1.6	Free	18,025 / 30,878	★ 4.74 / 1,276	6	Aug 7, 2014	Published

Page 1 of 1

Qurani and MasnoonDuas

CURRENT INSTALLS BY DEVICE ON DEC 4, 2015



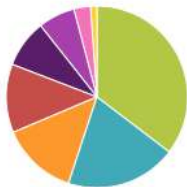
YOUR APP		
<input checked="" type="checkbox"/>	Android 4.4	4,469 34.40%
<input checked="" type="checkbox"/>	Android 5.0	2,337 17.99%
<input checked="" type="checkbox"/>	Android 4.2	1,722 13.26%
<input type="checkbox"/>	Android 5.1	1,553 11.95%
<input type="checkbox"/>	Android 4.1	1,392 10.72%
<input type="checkbox"/>	Android 4.3	847 6.52%
<input type="checkbox"/>	Android 4.0.3 - 4.0.4	524 4.03%
<input type="checkbox"/>	Android 6.0	147 1.13%

RATINGS & REVIEWS

# of Ratings	★★★★★	453	Average Rating
537	★★★★☆	44	4.69
	★★★★☆	14	
	★★★★☆	11	
	★★★★☆	15	

WaIyyakaNastaeen

CURRENT INSTALLS BY DEVICE ON DEC 4, 2015



YOUR APP		
<input checked="" type="checkbox"/>	Android 4.4	6,370 35.34%
<input checked="" type="checkbox"/>	Android 5.0	3,557 19.73%
<input checked="" type="checkbox"/>	Android 5.1	2,445 13.56%
<input type="checkbox"/>	Android 4.2	2,197 12.19%
<input type="checkbox"/>	Android 4.1	1,532 8.50%
<input type="checkbox"/>	Android 4.3	1,184 6.57%
<input type="checkbox"/>	Android 4.0.3 - 4.0.4	532 2.95%
<input type="checkbox"/>	Android 6.0	208 1.15%

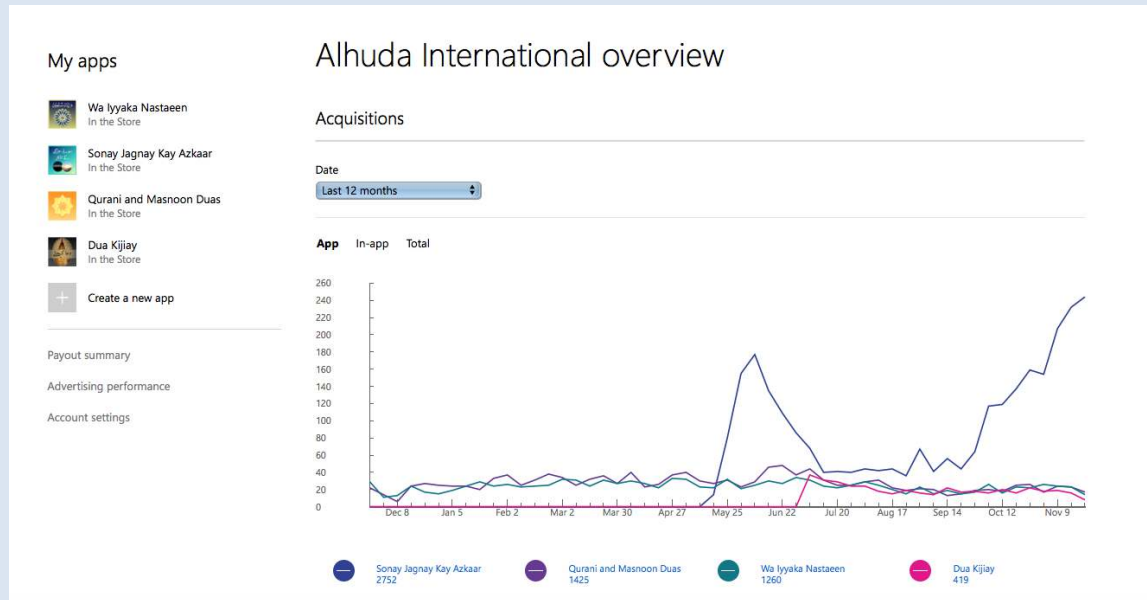
RATINGS & REVIEWS

# of Ratings	★★★★★	403	Average Rating
451	★★★★☆	23	4.77
	★★★★☆	8	
	★★★★☆	5	
	★★★★☆	12	

Current App Statistics : Windows Phone Store

Windows Phone Store






A Summary of App Download Statistics across all platforms

App	Platform	Launch Date	Downloads so far
DuaKijaiy 	iOS	July 8, 2015	4,340
	Google Play	July 6, 2015	11,498
	Windows	July 6, 2015	419
Supplications for Travelling 	iOS	April 24, 2015	2,440
	Google Play	May 22, 2015	1,360
IyyakaNastaeen 	iOS	11 th August, 2013 Originally launched from MTech Account Jan 19, 2014	7573

App	Platform	Launch Date	Downloads so far
		(App Transferred to Alhuda App Store Account)	
	Google Play	July 13, 2014	7,495
	Windows	September 18, 2014	489
Quran for All 	Google Play	February 5, 2014	
	iOS	March 15, 2014	13521
Quranic and Masnoon Duas 	Google Play (Available with Hindi Translation Now)	February 25, 2014	13,185
	iOS	March 2, 2014	5506
	Windows Phone	August 25, 2014	414
Miftah Al-Quran Pro 	iOS	July 24, 2014	2398
	Google Play	September 9, 2014	700
Sonay Jagnay Kay Azkaar 	iOS	August 2, 2014	1182
	Google Play	Jan 2, 2015	10,389
	Windows	Feb 12, 2015	2,752
Miftah Al-Quran 	iOS	Jan 20, 2014 (App Transferred to Alhuda App Store Account)	12071

App	Platform	Launch Date	Downloads so far
Zad-e-Rah 	iOS	October 4, 2014 Originally launched from MTech Account March 31, 2014 (App Transferred to Alhuda App Store Account)	1380
	Google Play	NA	NA

New Apps for 2015

Following are new apps for 2015:



وَإِيَّاكَ نَسْتَعِينُ

☆ App with a new & enhanced Style, Look 'n feel, and User Experience!

الحمد لله

Available on the App Store

© Alhuda International Welfare Foundation 2015



Supplications for Traveling (سفر کی دعائیں) - The App

In the Name of Allah...
Let your Journey Begin...

Now Available on Apple App Store and Google Play! الحمد لله

Available on the App Store



دعا کیجئے

The Most Comprehensive Dua App !

الحمد لله

Now available to download on:

Available on the App Store

Available on the App Store

Download from Windows Phone Store

© Alhuda International Welfare Foundation 2015

Major App Updates

Some major app updates in the previous years are as follows:

App	Status
SJKA	Data was updated and repeat audio feature was added. Ability to control audios from the lock screen and control center also added.
QM	Hindi Translation added in Android version. Data corrections made, repeat audio feature added. Ability to control audios from the lock screen and control center also added.
IyyakaNastaeen	New app created for iOS. Grid view included.

App Development currently in Progress

Our key projects that are currently in the loop are as follows:

App	Status
Alhuda Podcast App (Android and iOS)	90% work is done Alhamdulillah. Some bugs and optimizations are being worked upon. However delay may occur due to unavailability of developers.
Alhuda Live App (iOS) -	App is partially ready. Server side work needs to be done. Server side programmer is being sought. iOS Developer not always readily available.
Alhuda Quran App (iOS) -	Prototype is ready, however updated data is needed. Data issues need discussion also. Delay due to unavailability of developer.

Apps Promotions

Apps were actively promoted using all available websites and social media platforms including Facebook, Twitter, Whatsapp groups etc.



Resources for App Development

Alhamdulillah Allah has made *incredible progress in a miraculous* time possible with His infinite grace and blessings and with the efforts of various volunteers and students (old and new) working and studying at different places. Except two, all other apps have been developed free of cost. All apps are made available free of charge. While some developers are current or former Alhuda Students, others have never been students of Alhuda. The details of the App Development are beyond the scope of this report. May Allah bless and accept and reward their efforts of all those involved infinitely.

Recommendations

App development is a rigorously time and resource demanding effort. For future app developments more dedicated resources will be needed not just for the development of the app but also for content that is friendly towards app development In shaaAllah.

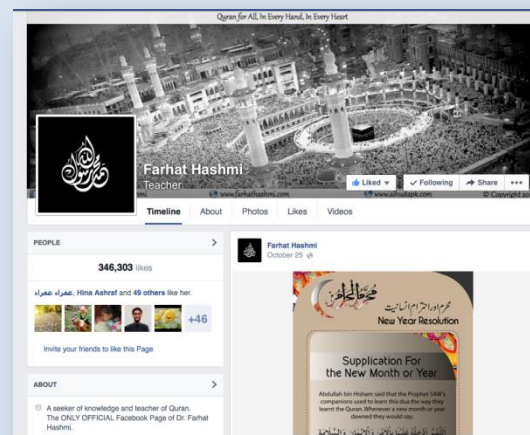
For the marketing and promotion of apps, more efforts and ideas need to be invested to maximize outreach. E.g. some apps such as Miftah Al-Quran Pro have a universal outlook and ought to be publicized to a greater audience especially through schools and networks, which focus of education for children across the globe. Similarly for other apps, more app marketing strategies need to be devised and implemented.

Social Media and Networking Efforts

Facebook

Dr. Farhat Hashmi:
<https://www.facebook.com/DrFarhatHashmi/>

With a fan following of more than 346 k this is The ONLY OFFICIAL Facebook Page of Dr. Farhat Hashmi. It is a great means not only to stay up-to-date with the latest events that Dr. Farhat personally engages in, but also to receive essential motivational and heart touching reminders derived from her teachings of the Quran and Sunnah. The fan following for this page grew rapidly in a span of few months during 2013 and reached remarkable numbers however due to restriction by facebook policy new memberships for fan followings have been restricted.



Groups utilizing Social Messaging Apps

AlHuda WhatsApp Tafseer Groups (English/Urdu)

Alhamdulillah, Officially registered WhatsappTafsir Groups have been serving the purpose of spreading Qur'an to all in every continent of world for the last 1 year. This journey was started on **27th November 2014**. Almost every week a new group is formed. Ma Sha Allah Many groups have reached on **para 9**.



Alhumdulillah, at the moment, **52** 'WhatsappTafsir groups' have been initiated in **Urdu**, and more than a dozen in English catering around **4,000** people from all over the globe including males & females, young & old, educated & un-educated, professionals & laymen, healthy & sick

The group communication encourages healthy exchange of relevant information, experiences and timely notifications of news and events happening as and when they happen. These groups provide an excellent means for all the members to stay up-to-date and engaged with core activities of Alhuda International happening across the globe especially live events. Important live class notifications and resources are also shared with the group members in a timely manner. The groups also provide opportunities to learn from each others experiences. Membership for these groups is restricted and is only allowed with special permission upon request.



Lesson Posted in Group by Admin



Attendance Posted in Group by Students

<

Attendance maintained online shared sheet by Admin for each group

IT Trainings

There is a constant need for training younger staff at various branches for various tasks foremost of which include:

- Operating Media and Recording Room setups
- Recording and Playbacks
- Managing Live broadcasts
- File Management, sharing and Backups

- Managing Multi-media, projectors and presentations
- Media file Editing
- Troubleshooting in general

After the new Alhuda center formally began in Lahore earlier this year, a three day training was conducted at Alhuda Islamabad in April 2014 to train the Alhuda Lahore staff for all the above mentioned IT related tasks.

Future Plans and Projects for 2015/2016.

Media Workflow and Management System

We plan to automate and improve the Audio recording, uploads, backups, editing, sharing and uploads of media files

Alhuda Member Portal

There is a strong need to develop a controlled access mechanism to share unedited files with selected members of staff and branches.

Currently the un-edited files are either shared via dropbox or 4shared both of which aren't reliable solutions for file sharing on a massive level.

Here's how the solution will work:

- We plan to install dedicate storage on our own web server and Unedited audios would be uploaded directly to our own server (via ftp or any other means).This would remove the need of relying on third party storage servers such as dropbox or 4shared because of their limited space and sharing capacity.
- We plan to develop a password controlled mechanism to give access to these unedited files to our staff and trusted members. In other words Alhuda Members portal will serve as a platform for accessing private files.

Once the files are edited, the unedited files may be removed from the server.

This will also be beneficial in monitoring the status of edited/unedited files InshaAllah.

Alhuda Apps Future Development Plans

- There are several Apps in the pipeline for the next two years. InshaAllah work is being planned in due time.
- This includes but is not limited to:

- Alhudas very own Quran App
- Alhuda Live App
- Podcast App
- Aqeedah App
- AsmaUIHusna App
- Sahih Bukhari (Word for Word)
- And Others

Al Huda SMS Service

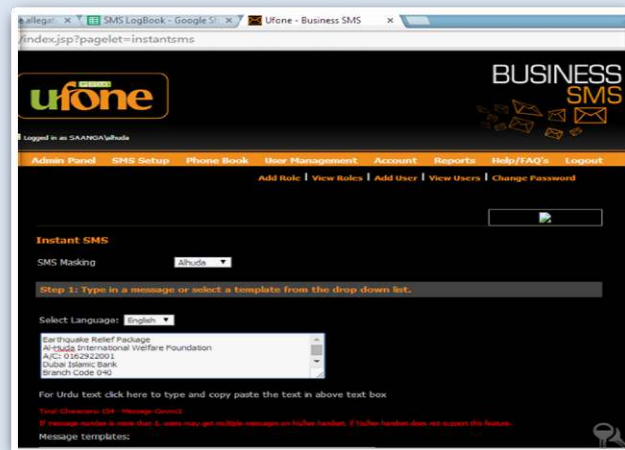
Total No of SMS Titles sent during 2015 = 17

Approximate 500 new recipients added from all over Pakistan including 278 ATEC Alumnus

Topics included Intimations about:

- 1) Ustazah's Ilm sessions:
 - a. Tum KabTawbahKaro Gay?
 - b. Dawrah-eTarjamah-e-Qur'an 2015
 - c. Jadoo; HaqeeqatAwrElaaj
 - d. Qabar Kay Teen Sawaal
 - e. Al-Aqeedah Al-Wasitiyyah
- 2) Social Welfare Services:
 - a. Earthquake Relief Package
 - b. AlHudaQurbani Project 2015
 - c. Ramazan Ration Program 2015
- 3) Islamic Reminders:
 - a. A'ashurah (10 Muharram) KaRoza
- 4) ATEC Courses:
 - a. Montessori Certificate Course (January)
 - b. How to Conduct a Summer Camp
 - c. Montessori Certificate Course (August)
- 5) Special Announcements:
 - a. Suno Pakistan; Taleem Al Qur'an" Radio Transmission
 - b. Dawrah-e-Qur'an 2015 Karachi Venues

Current Number of total recipients = 13500



Al Huda Ring Back Tones

Alhamdulillah a new project of Ringback Tones (RBTs) having Al-Huda audio content was initiated in October 2015 with collaboration of different telecommunication companies. It is an interesting, affordable yet simple opportunity of dawah for everyone.



The service is currently available for ufone users only. The messages are 20-40 seconds long and are available in Urdu, English and Arabic. Any Ufone user may select a dua or a brief inspiring message (from Tafseer of DrFarhat Hashmi, DrIdreesZubair, Sister TaimiyahZubair), and set it as his Ringback Tone. After this anyone who calls him, listens to an Emaan-raising audio clip before the call is picked up.

Being less than 40 seconds in length, the RBTs make it very convenient for even the busiest people to pause and listen to one complete message

Charges are very affordable. Only Rs. 55 per day i.e. in only 45 Rupees (per month) one can make hundreds of people listen to good, positive messages based upon Qur'an and Sunnah In Sha Allah.

Few Topics Covered are

اللہ کے لیے دینا، بدلتے رنگ اور ہم، بیماری میں صبر و شکر، فرصت کے اوقات، استخارہ، جنت عدن، کامل ایمان، مصروفیت کا شکوہ، موت ایک حقیقت، موت کا پردہ، مثبت سوچ، وضو-نماز کی تیاری، قابل رشک، توبہ کی فضیلت، رحمت کی دعا، توبہ کی دعا، بری موت سے حفاظت کی دعا، آگ سے حفاظت کی دعا، اہل القرآن کون؟

Procedure

1. User chooses an audio clip from the table given on websites.
2. Sends its corresponding RBT code as SMS to "666" from his Ufone number.
3. Immediately his new RBT will be set and anyone calling on his number, will listen to this message before he picks up the call.
4. To change his RBT, he may repeat the above procedure with a different Code each time.
No extra/hidden charges are applied to change RBTs.

Most Popular RBTs during month of Oct and Nov 2015 had been:

وضو-نماز کی تیاری، توبہ کی فضیلت، رحمت کی دعا، توبہ کی دعا، بری موت سے حفاظت کی دعا، کامل ایمان، مثبت سوچ

Future Prospects

Efforts are under way to deploy RBTs, having Alhuda content, on MobilinkWarid, Telenor and Zong networks InshaAllah

Al-Huda 8040 IVR

Alhamdulillah users kept benefitting from all content on Alhuda 8040 IVR

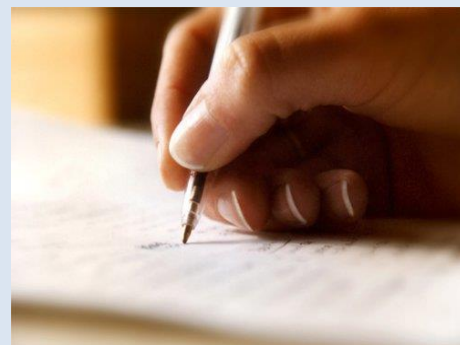
Most popular trend on IVR was “live Broadcast and replays”



Research & Publication

The following products have been compiled & published this year:

Category	Title
Books/ booklets	<ul style="list-style-type: none"> • Quran Majeed – LafziTarjuma • Jadu - Haqeeqatawr ‘ilaaj • Tum kabTawbakaro gay? • Akhrisafarkitayyari • Qabr kay teen sawaal • Qur’an kaymooti • Zabaankihifazat • Usool al-Thalaathah • Fiqh al-Quloob Vol 2 & 4 • HusnulKhuluq • La TakunTharthaaran • DuaKijiyay (revised)
Cards	<ul style="list-style-type: none"> • Jannatkaraasta • Tawbakiduaen • Shaadimeinaasanikiduaen
Pamphlets	<ul style="list-style-type: none"> • Zakat
Posters	<ul style="list-style-type: none"> • Tawbah • Jannatkaraasta • Zabaankihifazat
Banner	<ul style="list-style-type: none"> • Ilm banners • Excellence of Qur’an • Hajj training • Hifazatkidua



	<ul style="list-style-type: none"> • Ranjoghamkayizaalaykiduaen
Misc	<ul style="list-style-type: none"> • Flyers for Admission Department • Flyers for Social Welfare Department • Prospectus • Certificates for Exam Department • Customized UmmeHakimah books to be distributed on birth of babies

Besides these products many products were also **reprinted** to meet the demands of the national and international readers.

Free Distribution

The products are printed in a limited quantity owing to limited financial resources. Once the product gets sold the money is used to print further products. The cycle continues in this manner. Alhamdulillah those seeking to invest in acts of sadqah e jaariyah donate for free distribution of products through Al-Huda International. This year people put their share in Qur'an printing hence availing an excellent opportunity to earn reward.

Moreover, banners on different events were also sponsored to raise awareness and earn reward on national and international level.

Miscellaneous Task

The task of **translating the products** in other languages has also been initiated. Translation of some of the products is now available in Hindi, Bengali, Pashtu, Sindhi etc.

Transliteration of Arabic in all dua books and cards is also being inserted in English publications to facilitate readers.

Ongoing activities.

The department is working on many other beneficial products such as:

Taaruf e Habib, Rabbi Zidni Ilma, Islami Aqaid, Umrah, Shukarguzaarkahanhain?, Husneanjaam, Shrouding and bathing the deceased, Mera Jeenameramarna, Congregational prayer, Duakijiyay (English) and many others alhumdulillah.

Achievements:

- Qur'an majeed lafzitarjuma
- Introduction of Arabic books
- Uploading Hindi products

- Assisted in launching of some iphone and android application

Future plans/goals.

- Introduce products based on lectures by Ustazah.
- The task to translate all currently available material in English is in the pipeline. By the help and grace of Allah more products will be made available by the next interim.
- We also foresee translating the products in other commonly understood languages of the world.
- Uploading all products on websites so more readers can benefit.
- Develop applications for all products that are needed by people in their day to day life.

Al Huda Publication Private Limited

APPL has been incorporated in Jan, 2015 under the Companies Ordinance (XLVII of 1984), by Securities and Exchange Commission of Pakistan (SECP) and has been assigned Corporate Universal Identification No. 0088711.

Audio Cassettes, CDs, VCDs and DVDs of Qur'anic recitations, translation and commentary, Hadith and Seerah of the Prophet (saw), Masnun Supplications and other matters pertaining to everyday life are also available to masses.

Al-Huda Publications (Pvt.) Limited (APPL) has been officially registered by Federal Board of Revenue (FBR) of Pakistan, and has been assigned following numbers:

APPL is a member of Islamabad Chamber of Commerce & Industry (ICCI), Pakistan.

Core Values

1. Passion

We act with intense positive energy and are not afraid to take risks. We challenge ourselves continuously, we're good at what we do, and we take pride in who we are

2. People-Centric

We put our people first. We treat them with respect and actively contribute towards their development

3. Customer Focus

We see the world through the eyes of our customers. We do everything possible to make them happy

4. Leadership

We are part of the solution, never the problem. We act like owners and have a positive influence on others

5. Teamwork

Our roles are defined, not our responsibilities. We believe in going the extra mile to accomplish our goals. We coach and support each other to ensure everyone wins. We have a “WE versus I” mindset

6. Ethics

We don’t run our business at the cost of human or ethical values.

7. Excellence in Execution

We say. We do. We deliver. We talk with our actions. We strive for nothing but the best. Execution is the key to winning!

8. Accountability

We see. We act. We take full responsibility of our actions and results. We don’t blame others for our mistakes; we analyze them and correct them

Company information

1. Board of Directors

Mrs. Munawar Shagufta Rastagar
(Director)

Mr. Atif Iqbal
(Director)

Ms. Noureen Nadeem
(Director)

Mr. Anjum Raheel
(Director)

2. Chief Executive office

Mr. Atif Iqbal

3. Key Management

- a) Mr. Atif Iqbal (CEO)
- b) Miss. Naureen Nadeem (Director Publications)
- c) Mr. Tahir Nadeem (General Manager Publications)

Accomplishments for the year (01 Jan,2015 to 31st Dec,2015)

1. Regional Sales Office Karachi

In order to enhance sales of Al-Huda products nationwide, merger of Regional office Karachi with Sales Head Office was occurred in last week of Dec, 2014 and final implementation was accomplished in Jan, 2015.

Details

Following steps were taken after merger of Regional Sales Office.

- i. Sales activities were initiated and planned to enhance sales for RSO.
- ii. Acquisition of inventory and other assets from RSO was placed successfully.
- iii. Direct supervision of sales staff of Karachi Sales office by Sales Head office Islamabad.
- iv. Dedicated efforts were made to enhance sales and awareness about Al-Huda Publications in south region.

Display Centers

- Inaugurated Al-Huda display center at Tariq Road, Karachi Dated: May, 2015
- Inaugurated Al-Huda display center at Saima Shopping Mall, Hyedri, North Nazimabad, Karachi Dated:
- Successfully shifted Regional Sales office from location of Sindhi Muslim Society to Nishat Commercial Area, kahyaban-e-Nishat, Phase 6, DHA, Karachi, Pakistan

2. Regional Sales office Lahore

Successfully inaugurated the Regional Sales office and Al-Huda display outlet at Gulberg-III, Near Qaddafi Stadium, Lahore in Feb, 2015.

Details

Following steps were taken after inauguration of Regional Sales Office.

- Stalls of Al-Huda Allama Iqbal and Garden branches have been acquired.
- Sales activities have been channelized.
- Streamlining of distributors and retailers.

3. Regional Sales office Peshawar

Successfully inaugurated the Regional Sales office and Al-Huda display outlet at Hayatabad, Peshawar in June, 2015.

Details

Following steps were taken after inauguration of Regional Sales Office.

- Stalls of Al-Huda Gul Bahar and Mardan branches have been acquired.
- Sales activities have been channelized.
- Streamlining of distributors and retailers

4. Sales Head office Islamabad

Successfully inaugurated the Al-Huda display outlet at sector I-11 Islamabad in July, 2015.

Details

- Ensured AIS uniforms and book availability to customers.
- In order to make cost effective stitching unit has been installed at I-11 display center for stitching of AIS uniforms.
- Other than AIS uniforms, institute uniforms, Kaffans, Abbayas are also provided by stitching unit.

Liaison with International and National Customers

- Maintain strong liaison with all International and National Customers in order streamline their sales activities and ultimately enhancing sales. In result of it all International customers like Al Huda Online Books USA, Al Huda Canada, Shermeen Nizami Canada, Al Huda Dubai, Al Huda UK are regularly placing their orders and also settling their payments too.

Reconciliation and Recovery Department

As a result of ongoing efforts to receive the payments from customers, Separate recovery department has been established.

- Reconciliations were made with international customers like Al Huda Canada, Al Huda Dubai, Al Huda USA, Al Huda UK and Sales Office KYC, we settle down our long outstanding vendors. Now the payments are streamlined and we have been receiving from customer and paying out vendors timely well within 45 days credit limit
- Recovery department successfully recovered payments after reconciliation from Al-Balagh, Al-Masood, Ahmad Book Corporation, Quran Mehal, Alhuda Raheem Yar Khan, Wali Kitab Ghar, Darul Kutab etc
- Recovery department is recovering Rs. 600,000 per week.

Promotional Activities

- Increased the outreach of Sales Office ISD by attending various activities in ISD and RWP like exhibitions, galas, cultural events, seminars
- Updated websites by adding features like (Product of the Month and how to shop online)
- Presence of Al-Huda products on social media like Facebook, Twitter, Google Circle, Linkdin etc.

Financial Achievements

- a. Comparison of Sales. The total sales in the year 1 July 2014 to 30 June 2015 was Rs.56 Million, whereas total sales of the same period of last financial year was Rs.43 Million. An increase of 30% is seen in the current Financial Year.
- b. Comparison of Accounts Receivables. Total A/R's in the year 1 July 2014 to 30 June 2014 was Rs.29 Million, whereas total A/R's of the same period of last financial year was Rs.20 Million. An increase of 45% is seen in the current Financial Year.

- c. Comparison of Accounts Payables. Total A/P's in the year 1 July 2014 to 30 June 2015 was Rs.22 Million, whereas total A/P's of the same period of last financial year was Rs.18 Million. An increase of 23% is seen in the current Financial Year.

- d. Comparison of Fixed Assets. Total Fixed Assets in the year 1 July 2014 to 30 June 2015 was Rs.4.9 Million, whereas total Fixed Assets of the same period of last financial year was Rs.4.6 Million. An increase of 6.5% is seen in the current Financial Year which shows strong financial position of Sales Office. (Alhamdulillah).

Administration & Management

Activities & Achievements

The following are the different activities / project in hand completed during 2015.

i. Installation of Cameras

With the Arrival of AIS some new cameras have been installed. The total cameras in the building are as under:-

Inside view IP cameras	20
Outside view cameras	20
AIS Cameras	15
Book Shop Cameras	08
Total	<u>63</u>

ii. Friday Evening Class

There is great demand for Quran Tafseer class for working men and Al-Huda personals. Al-Hamdulillah Dr. Idrees Zubair sahib has started half Para Tafseer-e-Quran course on every Friday from Magrib to Isha. Up till now we have completed 23rd Paras.

iii. Eid-ul-Fitr/Eid-ul-Azha Namaz

As per last year all necessary arrangements were made for Eid-ul-fitr and Eid-ul-Azha prayers, around 300 men, women and children offered Eid prayers which was held on open ground beside main Al-Huda campus.

iv. Eid GALA (2nd day of Eid-ul-Azha)

As per previous year Eid Gala was held on 2nd day of Eid-ul-Azha. The main feature was slaughtering of 1 in number camel. Arrangements like Horse Riding, Balloon Shooting, Tug of war, and some food Stalls like Haleem, Sandwiches and B.B.Q. were also made available for children and Parents. This year AIS Teachers participated in the Eid Gala arrangements of stalls in Female Cafeteria and the arrangement was very good.



v. Purchase of Cabinets for Hostel.

This year due to the large number of admission in hostel for TQ 2 class. There were urgent requirement of 23 in number cabinets in Hostel Area. Which were prepared at a cost of more than 2 Lakhs. Presently there are 362 girls in the hostel.

Vi. Car Parking Area Near Gate No.4.

A temporary Car parking arrangement of 28 cars has been made near Gate No. 4.

vii. Roof treatment for water proofing

Water proofing of Al-Huda building roof of approximately 40,000 sqft have been completed at an approximate cost of 14 Lakhs.

Viii. Nikkah Arrangement

In September 2014 Al-Huda registered Dr; IdreesZubairSahab as a NikkahKhawan Registrar. ALHUMDULILAH many Nikkah has been Performed in Al-huda Masjid since then.



ix. Basket Ball and Badminton Court in AIS Ground.

A basketball and Badminton court has been prepared near Al-Huda Gate No.2.

x. Construction of Septic tank

There were complaints of blockage of sewerage lines on regular basis due to this the construction of a septic tank was vital. Therefore, the tank is constructed at the northern corner of Al-Huda building, at a total cost of Rs: 3 Lakhs.

xi. Installation of Fan Coil Unit (FCU)

In August, 2015, AIS shifted some classes from F-10 branch to Al-Huda building. In AIS New classroom 5 in numbers FCU has been installed by HVAC team.



xii. Purchase of New Generator

The old Generator of 84 KVA was unable to bear the load of Al-Huda especially in the morning when the load is maximum. Therefore, a new Generator of 150 KVA is purchased to overcome these problems. The cost of Generator and installation charges are approximately Rs: 3,000,000/-.

xiii. Activation of Fire Alarm System

Fire alarm system was installed in Al-Huda as per requirement of CDA. But it was not functional, due to some technical problem. An annual maintenance contract has Nov been made with a local contractor. Al-HUMDULILLAH fire Alarm system is now fully functional.

xiv. Installation of Emergency Siren Warning System

As per Govt directive all educational institution in Pakistan to adopt strict security measure. In this regard a siren system has been installed in reception and basement area. The control button is with security Guard at Gate # 3. During an emergency the guard on Gate No 3. Can blow Siren to alarm the residents.

xv. Training Program Fire Fighting.

It has been planned to carry out regular firefighting training session in Al-Huda, first practical fire fighting training for Al-Huda male and female staff was conducted in Oct 2015.



xvi. Plantation.

In Al-Huda there are more than 1000 small / big Flower pot situated inside and outside of the building, beside this Seasonal plantation is carried out on regular basis. Nowadays Plantation of Photinia flowers are in process at a cost Rs: 10,000/-. Additionally a portion of fruit garden and a portion of seasonal vegetable area is also maintained on regular basis.

xvii. Al-Huda male employee Umrah Package.

Subsequent to the approval of Ustaza to send one Al-Huda Male employee for Umrah during Ramzan every year, Al-Huda oldest guard Ghulam Mustafa was send for Umrah in the blessed month of Ramzan this year.

xviii. Yearly Fumigation.

Every year Al-Huda carry out Fumigation of whole building including Sewerage lines. This year the responsibility was taken up by AIS. Which cost about Rs: 28,000/-.

xix. I.T Activities.

- A server namely Threat Management Gateway (TMG) was installed to filters internet incoming and outgoing traffic, it also block some abusive and social media traffic.
- Another server SQL server 2008 was installed for Finance Dept. It is a database system which allows users in finance department to record and maintain their donations and payroll records. This database system is being accessed remotely by the branches in Lahore and Karachi.
- A Bio Metric device system for attendance record has been installed in female reception. Another Bio metric system for male will be installed in near future.
- Al Huda International Management System is a software and database which has been developed by AIMS department. The purpose of this software is to record data of new and old male and female students. Previously this was only available in Al-Huda building. After uploading this software on internet, all other branches of Al-Huda in different cities can access and can use this software after authorization by AIMS department.

xx. Transport Facility.

There are 3 vehicle owned by Al-Huda i.e Two Suzuki Bolan and One Hiace. These vehicles are available along with driver round the clock to facilitate staff member's students, and for official purpose. Normal routine maintenance work and cleaning of vehicle is carried out by the drivers.



xxi. Washing Machine Area.

A small room was constructed on the top floor for washing machine. This washing machine in used to wash Bedsheets and clothes of hostel students and staff members.

xxii. Shoes Racks.

21 in number shoe racks were purchased and placed outside Main Hall and Academic area. The cost of these shoe racks was Rs 104,000/-



xxiii Benches for Visitor

3 Seater / 2 Seater 4 in number bunches for Male / Female visitor room at Gate No.3 were purchased at a cost of Rs: 60,000/-.

**xxiv. Guest Bedding**

During convocation days large number of visitors/guest are staying in Al-Huda, coming from different cities. There is a need for bedding to accommodate these guests. Therefore, 2500 mattress and its covers are purchase along with pillows at a cost of Rs: 200,000/-.

4. FUTURE PLANNING**i. Bill board**

Al-Huda name to be displayed on top of the Building.

ii. Sniper Guard Room

A room needs to be constructed on the northern corner of Al-Huda building for a security guard for better security measures.

Al Huda Information Management System

Targets achieved in 2015 within Main Institute covers following areas:

Finance Department

1. Fee Advance System, a system to take charges from students in advance was developed and is working.
2. List of Defaulters Report

Marriage Bureau Department

A system was designed and developed to automate manual tasks performed on daily basis in Marriage Bureau Department. It includes:

1. Manage Profiles
Candidates submit Profiles in hard copies, data entry operator enters all these profiles in system to manage and save information for further use.
2. Match Center
A Search Engine with extensive search options is developed where candidates are matched for suitable proposal. A Hard copy is handed over to applicant, which contains required information related to appropriate proposals.
3. Manage Status
An applicant visits the given addresses and search for suitable match by themselves. In this screen the status of an applicant is updated. Either He/She has viewed /Rejected/Accepted the given matches and is successfully married or not.

Human Resource Department

HR Department was automated in 2015. The system consists of following functionalities:

Organizational Hierarchies

1. Manage Departments, A hierarchy of all departments is maintained in this module
2. Manage Roles: A Hierarchy of designations used in our departments is maintained.

CV Bank

1. Add Applicant Profiles, This is the portal where we save all profiles of applicants who submit their CVs for job.

Recruitment Process

1. Request for Staff
2. Preliminary Screening
3. Hiring Interview
4. Register An Employee

Employee Attendance

Employee's attendance has been automated and is taken by punching Employee ID Cards. Finance now prepares salaries by using more accurate data than before.

Deployment in Main Institute for Boys, Islamabad

Data from previous batches is shifted to AMIS. Current batches are using software for the first time in proper way to manage their day to day activities including Admissions, Finance, Sponsorship, Result etc.

AMIS Deployment in Karachi

A major mile stone achieved in 2015 was to implement the AMIS software in Karachi Branches. There are 14 branches and more than 50 Saut-ul-Quran classes in Karachi City. We have successfully deployed software in 5 major branches while system is available online in every branch and is capable to receive data from all branches and classes. Karachi staff is modifying their procedures and workings according to our standard rules used in Islamabad Head Office.

Governance

Human Resource Management

Human Resource Department of AL-HUDA affirms the following principles:

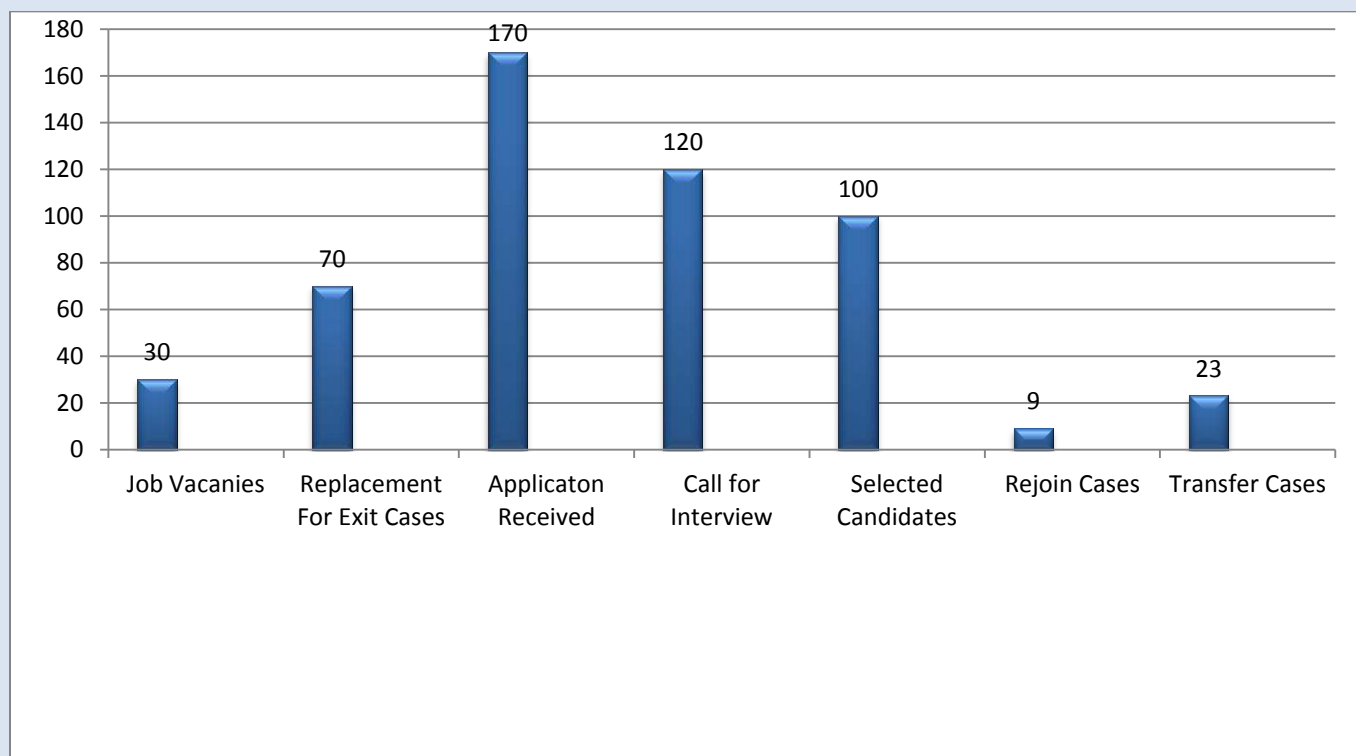
Dignity: That applicants and employees should be treated with respect.

Justice: That applicants and employees should be treated fairly.

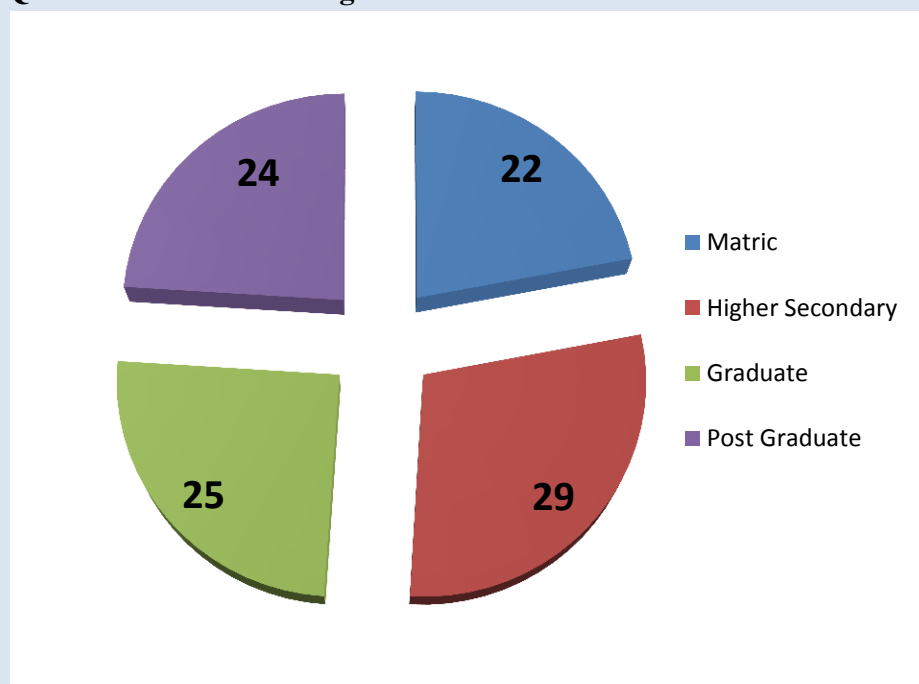
Service: That applicants and employees should receive quality customer service.

Excellence: That the HR staff will strive to maintain a high standard of performance and proficiency in providing service to its applicants and employees.

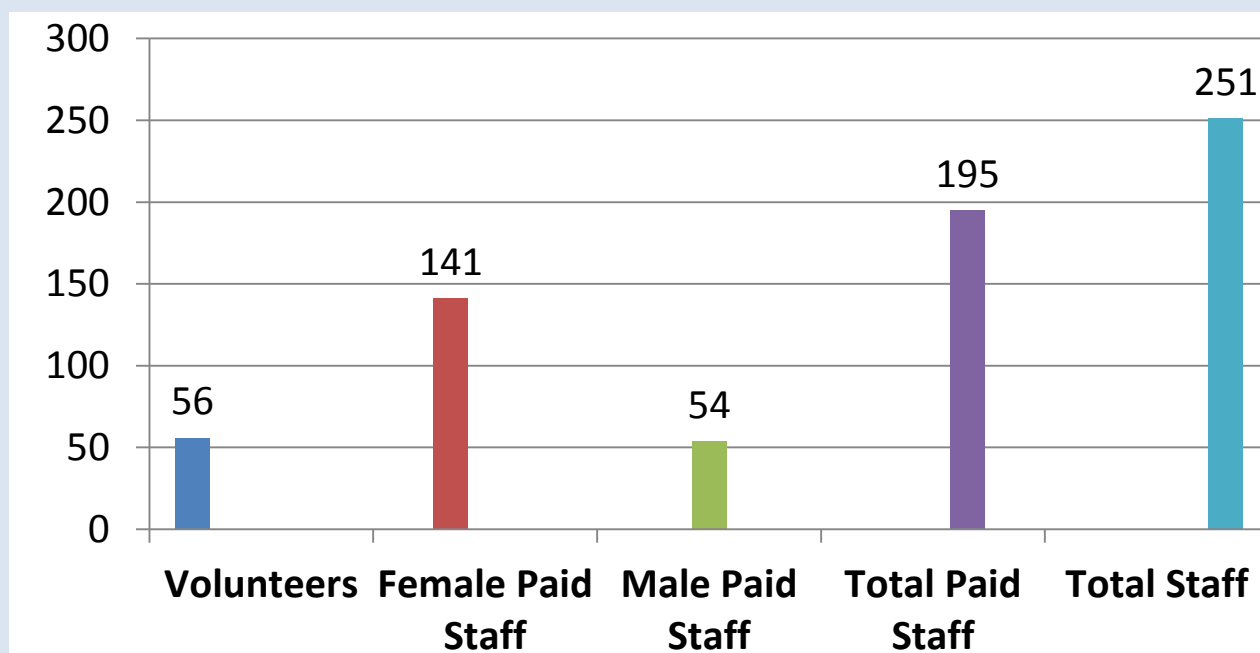
Recruitment & Selection Highlights



Qualification based Hiring:



Al-Huda Staff Detail:



Targets Achieved (Jan 2015- Dec 2015)

1. All Employees Data Updated in HRMS.
2. 50% of Attendance shifted to HRMS.
3. Pay Scale revised and benefits given to employees accordingly from Jan 2015.
4. Maximum Employees get registered in EOBI list.
5. Organizational Structure reviewed as per changes in the organization (In Process).
6. Job descriptions developed for AL-Huda Institute for Men's staff.
7. Orientation training given twice in the year 2015.

Targets for 2016:

1. All Attendance and Salary system of Human Resource to be shifted on HRMS.
2. Skills development Training to all staff.
3. The working quality of department will be improved through organizing, planning and teamwork.

HRMS: Human Resource Management System

Policy Section

The Policy Section started its work in Karachi in 2003, when a need was felt for documenting policies and procedures in an organized way. The work done so far specially in the area of academics needed to be preserved and documented. As the work expanded and branches were established in various areas a working document "Al Huda Working Guide" was visualized which would guide the staff in replicating the work done in the Institute in letter and spirit. The whole system participated in collecting documents used in various departments which were then given a formal shape by a dedicated team. Al Huda Working Guide includes documents pertaining to syllabi, teaching methodology and work policies and procedures. In addition, to date, the policy section has generated around 60 policy documents. It is hoped that these will improve the effectiveness and efficiency of the system in achieving its mission.

New Initiative

Recent initiative of PS is the review, standardization and implementation planning of policies. This involves system wide audit of documents with intention of collating, finalizing and disseminating the approved policies through orientation training.