

A close-up, blurred image of a clock face. The clock has a white dial with black numbers and hands. The numbers 20, 22, 23, 25, and 27 are visible. The hands are dark and thin. A dark, semi-circular shape is overlaid on the bottom half of the image, creating a gradient effect.

# TIME AUR FOCUS MANAGEMENT

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RASOOL ALLAH ﷺ KE DIN KA TAJZIYA

MODULE 7

# EHEM NUKAAT

- Rasool Allah ﷺ zindagi ke har maidaan main kamyaab tareen insaan thay.
- Aap ﷺ ne apnay tamaam faraaiz ehsaan [aur mahaarat] ke saath pooray kiye.
- Qaabil-e-ghaur nukta: Rasool Allah ﷺ ki aisi kia khaas baat thi ke Aap ﷺ har cheez ko itnay achay tareeqay se sambhaaltay thay.

## RASOOL ALLAH ﷺ KE DIN KI SHURU'AAT

- Agar raat ko chaar (4) hisson main taqseem kia jaye tou Rasool Allah ﷺ tahajjud ke liye raat ke aakhri chauthaai hissay main bedaar hotay thay.
- Aap ﷺ apnay din ka aghaaz Allah ka shukar adaa kar ke aur tazkiya-e-nafs se kartay thay.
- Aap ﷺ apni miswaak apnay takiye ke saraahnay rakha kartay thay aur bedaar hotay hi us ko istimaal kartay thay.
- Rasool Allah ﷺ apna tanhaai ka waqt qiyam-ul-layl aur zikr-e-ilaahi main guzaartay thay.



# EHEM NUKTA

Apnay din ka aghaaz shukar, yaad dihaani, aur motivation ke saath karain. Us se aap main justuju paida hogi aur aik (1) maqsad hoga ke aap us din ko behatreen tareeqay se guzaar sakain.

# AAP ﷺ SUBAH SAWERAY KE MAMMOOL PAR GHAUR-O-FIKR

- Jaldi uthna (barkat walay waqt ko istimaal karna)
- Aap ﷺ mukammal mindfulness [zehan saazi] ke saath bedaar hotay (poori tawajjah ke saath apnay kaam karnay aur sunna. Jab hum bedaar hotay hain tou phone aur notifications humain pareshaani main muftala kar deti hain aur mindfulness ko door kar deti hain.)
- Shukar guzaari air yaad dahaani → Aap ﷺ ko us din ke liye aik (1) maqsad deti thi ke wo behtareen tareeqay se us din ko guzaarain.
- Aap ﷺ ne har kaam ko poori tawajjah aur mindful ho kar kartay thay. Azkaar, dua'ain, baat cheet, roohani taur par basha'oor.
- Aap ﷺ ka pehla bunyaadi kaam zubah ki namaz hoti thi aur apni zindagi ke maqsad ko yaad rahknay par tawajjah markooz hoti thi. Humara maqsad kia hai? E-mails check karna, bachon ko school le janay ke liye jaldi karna
- Aap ﷺ ne apnay rishton ko subah saweray waqt dia, us ke saath bama'ani guftugu main mashghool rahay (hum raat main us waqt guftugu kartay hain jab bohot thak chukay hotay hain.)
- Aap ﷺ naram khu aur naram mizaaj thay. Aap ﷺ ke paas khana hota tou kha letay, na hota tou kehtay ke main roza rakhunga.



# TULOO-E-AFTAAB SE DOPEHAR TAK

- Rasool Allah ﷺ bohot naram mizaaj thay aur naashta na milnay par kabhi shikaayat nahi kartay thay balkay roza rakh lia kartay thay.
- Sooraj tuloo' honay se le kar dopehar tak Raool Allah ﷺ apnay kaam ke auqaat shuru kar detay and logon se mulaqaatain [meetings] kartay
- Aap ﷺ jab khud kuch khaatay tou doosron ko bhi us main shaamil kartay khusoosan miskeenon ko.
- Humain Aap ﷺ ke mamool se pata ye chalta hai ke wo tamaam heavy duty [bhaari zimedaari walay] kaam subah se dopehar ke darmiyaan kia kartay thay.
- Dhuhr se pehlay qelulah farmaatay.
- Rasool Allah ﷺ har namaz se pehlay miswaak kartay thay.



Samaaji aur siyaasi umoor main shirkat ke liye masjid jana

- Sahaba karaam, rishtedaaron, betiyon se milay jana

- Madinah ke bazaaron main chalna, muskuraana, mushaahida karna, madad karna

- Dopehar se pehlay: ghar waapis jana, miswaak karna (tazadum hona), do (2) rak'at namaz parhna (yaad dahaani)

- Ghar walon ke saath waqt guzaarna, ghar ke kaam kaaj (joton aur kaprhon ki murammat), mayaari waqt

- Dhuhr ki namaz ke baad, ehem roohani ya samaaji mauzoo par guftugu karna

- Is ke baad Aap ﷺ ghar laut'tay aur Dhuhr ki namaz ke baad do (2) raka'at nafil namaz parhtay phir apnay sahaba ke saath shehar main makhsoos faraaiz ki adayegi ke liye nikaltay ya Asr ki namaz tak masjid main qiyam farmaatay.

- Asr (dopehar) ke baad, wo apnay ghar walon ke saath araamde aur khushgawar mahaul main mayaari waqt guzaartay. Apnay ghar walon se sawalaat poochtay, ya wo Aap ﷺ se sawlaat poocha kartay thay.





## TULOO-E-AFTAAB SE DOPEHAR TAK KE MAMOOOL PAR GHAUR-O-FIKR

- Subah kaam ke auqaat main maujood hotay.
- Apnay iman ko taqwiyyat detay aur dunya ke kaamon se waqfa lenay ke liye namaz parhtay thay.
- Logon main ghul mil jana, un se un ke ahwaal ke baray main maloom karna
- Logon ko faraakh dili se dena aur baantna
- Jab bhi ghar par hotay tou ghar waalon ke saath mayari waqt guzaartay (seekha and sikhaana)

# ASR SE RAAT TAK

- Us waqt ke slot main kaam aur ghar waalon ke liye waqt donon shaamil thay (Asr ke baad)
- Aap ﷺ Asr ke baad halki phulki cheezain kartay thay aur ghar waalon ke saath khush gawar waqt guzaartay (hansi mazah, halki phulki baatein)
- Phir azkaar parhtay aur Maghrib ke liye masjid chalay jatay.
- Aap ﷺ Maghrib se Isha'a tak samaaji aur zaati umoor ke liye sahaba se mulaqaat kartay.
- Kabhi kabhaar wo sahaba karaam aur khandaan waalon ko raat ke khanay par madoo' kartay
- Sonay se pehlay Aap ﷺ azwaaj-e-mutahhiraat se baatein kartay.
- Allah Ta'ala ko yaad kartay huay sotay

# KHANAY SE MUTALLIQ NASEEHAT-E-NABWI

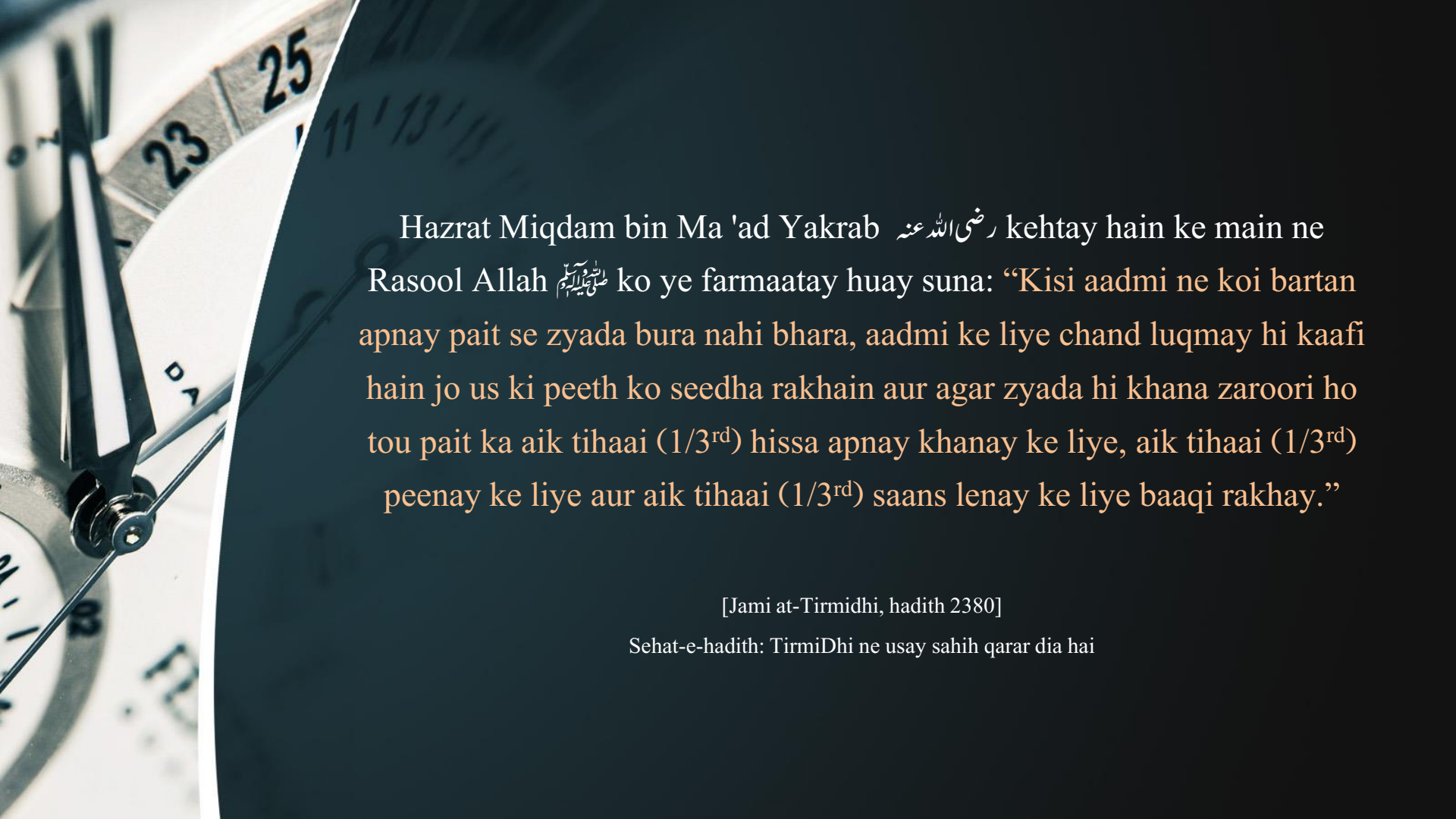
عن المِقْدَامِ بْنِ مَعْدِيكَرِبَ قَالَ قَالَ رَسُولُ اللَّهِ صَلَّى اللَّهُ عَلَيْهِ وَسَلَّمَ

مَا مَلَأَ آدَمِيٌّ وَعَاءً شَرًّا مِنْ بَطْنٍ بِحَسْبِ ابْنِ آدَمَ أُكُلَاتٌ يُقْمَنُ صُلْبُهُ فَإِنْ كَانَ لَا مَحَالَةَ

فَتُلُتْ لِبَطْنِهِ وَتُلُتْ لَشَرَابِهِ وَتُلُتْ لِنَفْسِهِ

[2380 سنن الترمذي كتاب الزهد باب ما جاء في كراهية كثرة الأكل]

[4/188 المحدث الترمذي خلاصة حكم المحدث حسن صحيح في سنن الترمذي]



Hazrat Miqdam bin Ma 'ad Yakrab رضى الله عنه kehtay hain ke main ne Rasool Allah ﷺ ko ye farmaatay huay suna: “Kisi aadmi ne koi bartan apnay pait se zyada bura nahi bhara, aadmi ke liye chand luqmay hi kaafi hain jo us ki peeth ko seedha rakhain aur agar zyada hi khana zaroori ho tou pait ka aik tihaai (1/3<sup>rd</sup>) hissa apnay khanay ke liye, aik tihaai (1/3<sup>rd</sup>) peenay ke liye aur aik tihaai (1/3<sup>rd</sup>) saans lenay ke liye baaqi rakhay.”

[Jami at-Tirmidhi, hadith 2380]

Sehat-e-hadith: Tirmidhi ne usay sahih qarar dia hai

# AAP ﷺ KE SHAAM KE MAMOOOL PAR GHAUR-O-FIKR

- Maghrib ke baad koi kaam nahi kartay thay.
- Raat ka khana Maghrib ke baad khaatay thay.
- Pait main tees feesad (30%) jagah saans lenay e liye chhorhtay thay.
- Kabhi kabhaar sahaba aur khandaan waalon ko raat ke khanay par mad'oo kartay thay. (aik saath mil kar khana khaanay se Khushi main izaaf hota hai).
- Mindfulness [zehan saazi] ke saath aur waqt par khana khatay (mawaazna karain ke hum kaisay khatay hain? TV dekhtay huay ya smartphone istimaal kartay huay)
- Isha' : aur us ke baad Aap ﷺ kam baat kartay thay
- Ghar aatay, family ka waqt, qareebi saathiyon ke ghar ja kar milna aur un ke saath waqt guzaarna
- Bistar par aatay, kaprhay latkaatay, lait'tay, zawja mutahhirah se baatein kartay.
- Allah Ta'ala ko yaad kartay huay sotay



# EHEM NUKTA

Wo konsi cheezain hain jo Aap ﷺ ko itna focus and mustaqil mizaaj rakhti thein?

1. Allah se Aap ﷺ ki muhabbat
2. Ghar waalon se Aap ﷺ ki muhabbat
3. Apnay sahaba se Aap ﷺ ki muhabbat
4. Insaaniyat se Aap ﷺ ki muhabbat



# KHULASAH

- Hum Rasool Allah ﷺ ke mamool se seekhtay hain ke:
- Aap ﷺ apnay din ka aghaaz shukar, tazkiyah, aur quwwat barhaanay wali (Allah se mulaqaat) se kia kartay thay.
- Aap ﷺ subah ke auqaat se le kar dopehar tak apnay tamaam heavy duty [bhaari zimedaari] kaam kartay thay.
- Aap ﷺ ke kaam ke auqaat, mulaqaaton ke waqt, ghar waalon ke liye waqt aur zaati waqt ke liye makhsoos slots hotay thay.
- Wo har kaam poori tawajjah ke saath kartay thay