

## How to organise a Book Club?

- Local Talim secretary should announce that they are organising a Book Club in their Majlis.
- Invite Lajna to become members
- There can be more than one book club in one Majlis. (Ideally maximum 20 members.)
- Choose a leader of the book club
- Choose a book for the month or longer. (This will depend on the size of the book)
- Determine a time frame to meet. Fortnightly/ Monthly is good. Once you decide on a schedule, try to stick with it.
- Meetings can be held via phone/Skype etc. but please ensure that purdah is maintained at all time. Ideally Audio is sufficient.
- Meetings should be between 30 to 40 minutes only.
- Set a portion to be read beforehand for that period.
- Group leader should send a reminder a few days before each meeting.
- Group leader should pose some questions to generate conversation.
- Different members could be asked by the leader to take the lead on different occasions.
- In a meeting the following should be discussed about the agreed book:
  - The background
  - The purpose
  - Key messages
  - Quranic references
  - Lessons to learn from and application in our daily lives
- Set a portion to be read for the next meeting.
- Finally, end with silent prayers.

