



Shabaka al-Masajid

شبكة المساجد

Masjid Manager's Guide

For trustees and committee members who look after their masjid's page

In this guide

- ◆ Create an account and sign in
- ◆ Register your masjid
- ◆ Prayer times
- ◆ Ramadan times
- ◆ Managers and invites
- ◆ Events
- ◆ Janazah announcements
- ◆ Volunteers ready to help

shabakaalmasajid.com

contact@shabakaalmasajid.com

A sadaqah jariyah initiative · free, no ads

Edition 1 · October 2026



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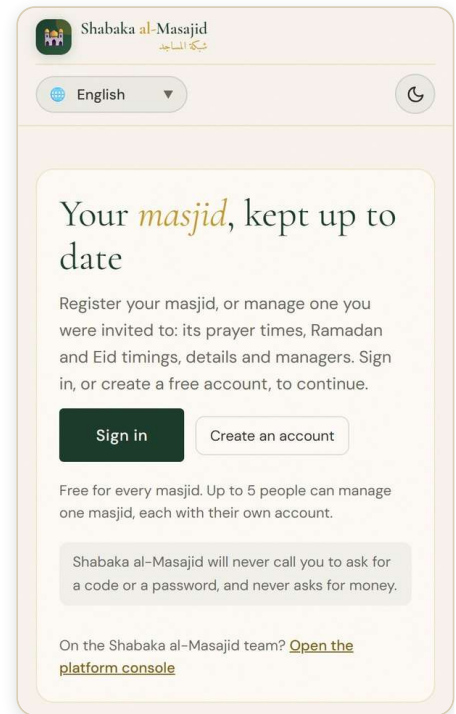
How to use this guide: each part has numbered steps, with a picture of the real screen next to them.
Names in **bold** are the words you see on the screen.



1 About Shabaka al-Masajid

Shabaka al-Masajid is a free website that connects masjids with the people who pray in them and serve them. On **Find a Masjid**, anyone can see a listed masjid's Azan and Jamat times, its facilities, its events and its Janazah announcements. As a masjid manager, you keep your masjid's page correct. It is sadaqah jariyah: always free for masjids, with no ads.

- 1 On your phone, open shabakaalmasajid.com/manage. This is the managers' page. Free for every masjid. Up to 5 people can manage one masjid, each with their own account.



The managers' page, before you sign in.

Important Shabaka al-Masajid will never call you to ask for a code or a password, and never asks for money.



2 Create an account and sign in

Every manager has their own free account. Use your email address, or your Google account.

- 1 Tap **Create an account**. Type your email address and tap **Create account**.

Shabaka al-Masajid
شبكة المساجد

English

Create your account

It's free. With an account you can follow masjids, offer your help and look after your masjid's page.

Continue with Google

or use your email

Google and email for the same address are one account.

EMAIL ADDRESS

your@email.com

We'll email you a link. Open it to choose your password and finish.

Create account

Already have an account? [Sign in](#)

Create your account with your email.

- 2 We've sent a link to this address. Open it within 1 hour to confirm your email and choose your password. Can't find it? Look in Spam or Promotions.

Shabaka al-Masajid
شبكة المساجد

English

Check your inbox

We've sent a link to this address. Open it within 1 hour to confirm your email and choose your password.

new.trustee.en@example.com

Can't find it? Look in Spam or Promotions.

[Send the link again](#)

Already have an account with this address? [Sign in](#), or use Continue with Google.

Wrong address? [Start again](#)

Check your inbox



3

The link opens **Welcome to Shabaka al-Masajid**. Type your name, choose a password, tick **I am 18 or older**, and the Privacy Policy, then tap **Continue**.

The last step: your name.

4

Or use Google: tap **Continue with Google** and choose your Google account. Google and email for the same address are one account.

Sign in with Google, or with your email and password.

5

Next time, tap **Sign in** at the top of the home page. Forgot your password? Tap **Forgot your password?** and we email you a link to choose a new one.



3 Register your masjid

Tell us about your masjid and its jamat times. The team calls you to verify it, usually within 7 days, insha'Allah; then it appears on Find a Masjid.

- 1 Sign in, open **My masjids** and tap **+ Register a masjid**. Write the name and the address in English letters first, then in the other languages if you can. Give the jamat times of all five daily prayers.

Register your masjid

Tell us about your masjid and its jamat times. The team calls you to verify it, usually within 7 days, insha'Allah; then it appears on Find a Masjid.

Details and prayer times

Write the name and the address in English letters first, then in the other languages if you can. Give the jamat times of all five daily prayers. [How setting times works](#) ↗

Other languages: written or checked by a person. AI may suggest how the name is spelled, marked Please check until someone checks it. Empty ones show the English.

Name

NAME IN ENGLISH LETTERS *

The start of the form.

- 2 **Name:** type it in English letters, as people write it, for example Masjid-e-Noor. Then tap **Suggest spellings (AI)**: the name is filled in the other languages for you. Correct any spelling your masjid writes differently, then tap **I've checked the spellings**.

Name

NAME IN ENGLISH LETTERS *

Test Masjid-e-Noor

As people write it in English, e.g. Masjid-e-Noor. Add the name in Urdu, Telugu and other languages below.

▼ Name in other languages

URDU

ٹیسٹ مسجد-ۛ-نور

Please check

HINDI

टेस्ट मस्जिद-ए-नूर

Please check

ARABIC

مسجد النور التجريبي

Please check

TELUGU

టెస్ట్ మస్జిద్-ఎ-నూర్

Please check

Suggest spellings (AI)

4 suggested spellings of the name are marked Please check. Correct any the masjid writes differently, then confirm.

I've checked the spellings

Suggested spellings are marked "Please check".



3

Place: type the address, the area and the city. Then put the pin:

- Tap "Find it on Google Maps". Google Maps opens and looks for the masjid's name, area and city.
- Press and hold on the masjid until a red pin drops on it.
- Tap Share, then Copy link.
- Come back to this page and paste the link in the box below.

▼ Find it on Google Maps (easiest on a phone)

- 1 Tap "Find it on Google Maps". Google Maps opens and looks for the masjid's name, area and city.
- 2 Press and hold on the masjid until a red pin drops on it.
- 3 Tap Share, then Copy link.
- 4 Come back to this page and paste the link in the box below.

Find it on Google Maps ↗

PASTE THE GOOGLE MAPS LINK HERE

Test Masjid-e-Noor <https://maps.app.goo.gl/8mZ9wL>

Use this link

Found it: 17.9762, 79.5047. Check the pin on the map below; move it if it isn't on the masjid.

The Google Maps link fills in the pin.

4

Check the pin with **Pick on map:** drag it onto the main gate people walk in by. Standing at the masjid? Tap **Use my current location**.

Pick on map ↗

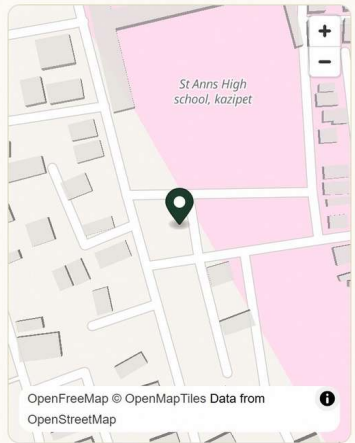
FIND A PLACE

e.g. Kazipet Junction, Warangal Search

Search © OpenStreetMap contributors. It finds streets and landmarks; masjids are often missing, so search nearby and move the pin.

Use my current location

Only when you are standing at the masjid: it uses this device's GPS, best outdoors.



OpenFreeMap © OpenMapTiles Data from OpenStreetMap

Move the pin onto the masjid's gate.



5

Facilities: for each one, answer **Yes**, **No** or **Don't know**: the women's area, wudu, washrooms, parking and more. People search Find a Masjid by these.

Facilities

As the masjid states them; Find a Masjid shows them with the date they last changed, and filters by them. Step-free entry: a wheelchair reaches the prayer hall itself without a step (a ramp to the courtyard only is No). Open between prayers: the doors stay open from Fajr to Isha, not only at jamat times.

None answered yet. Ask the masjid: people filter Find a Masjid by these (women's area, wudu, parking). Until then its page says 'not stated yet'.

Women's prayer area

☐ Every prayer ☐ Jumu'ah only
☐ Jumu'ah, Taraweeh and Eid ☐ None
☒ Don't know

Wudu area

☐ Yes ☐ No ☒ Don't know

Washrooms

☐ Yes ☐ No ☒ Don't know

Drinking water

☐ Yes ☐ No ☒ Don't know

Facilities: Yes / No / Don't know

6

Prayer times: the quickest way is **Fill times from a photo (beta)**. Take a clear photo of your masjid's timetable board from straight in front, and the times are filled in for you. Or tap **Start from calculated times**, then change the times to your masjid's own.

Prayer times

Leave a row empty if the masjid doesn't have it. Jamat is a fixed time, or minutes after Azan (then the Azan time is needed). Jumu'ah replaces Dhuhr on Fridays: give its first azan and its jumat time. Saving checks every day of the next 12 months against sunrise, sunset and each prayer's time at the masjid's location.

Fixed time: the same time every day, until you change it. A time can also change by itself: choose Step change or Follow the sun under it. The example and "Next 30 days" show what that gives.

[How setting times works ↗](#)

Fill times from a photo (beta)

Start from calculated times

A photo of the masjid's timetable board fills the times for you to check; the team keeps the photo as proof of the times (never shown on the site). Or start from the times calculated for the masjid's location and change them to the masjid's own.

Two helpers fill in the times for you.



7

Every filled time is marked **Please check** in gold. Compare each with the board, change any that differ, then tap **I've checked these**. Nothing is saved until you have checked.

12 times filled from the photo. Check each against the board: they are marked Please check.

12 filled times are marked Please check. Compare each with the masjid's board, change any that differ, then confirm.

I've checked these

Fajr

Azan	Jamat time	or minutes after Azan
05:10	05:30	
Fixed time	Fixed time	
Please check	Please check	

Next 30 days

Dhuhr

Azan	Jamat time	or minutes after Azan
13:15	13:30	
Fixed time	Fixed time	
Please check	Please check	

Next 30 days

Gold boxes: compare them with your board.

8

Common choices: one tap fills a prayer's row with a usual setting, for example "Maghrib azan at sunset, jamat 5 min later (every day)". You can change anything before you save.

Common choices

One tap fills that prayer's row below. You can still change anything, and nothing is saved until you press Save.

Fajr: azan when Fajr time begins, jamat 20 min later, changes every Friday (rounded to 5 min)

Maghrib azan at sunset, jamat 5 min later (every day)

Isha: azan when Isha time begins, jamat 15 min later, changes every Friday (rounded to 5 min)

Fajr moves 1 minute every 2 days, following Fajr time this season

Common choices: Fajr · Maghrib · Isha

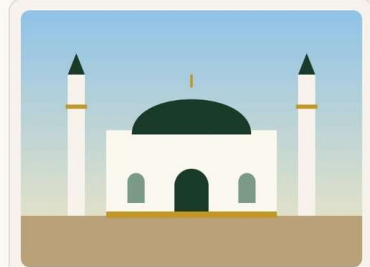


9

Photos of the masjid (optional): Up to 3 photos: the front, the gate or the prayer hall. They help the team check the masjid, and show on Find a Masjid once it is listed. Each is made smaller on this phone, and the place and camera details in it are removed. They are sent when you submit.

Photos of the masjid (optional)

Up to 3 photos: the front, the gate or the prayer hall. They help the team check the masjid, and show on Find a Masjid once it is listed. Each is made smaller on this phone, and the place and camera details in it are removed. They are sent when you submit.



Remove

Add a photo

Photo ready. It is sent when you submit.

Photo ready. It is sent when you submit.

10

You, the trustee: your name, your role at the masjid (for example Mutawalli or secretary) and your mobile number. The team calls this number to check the masjid with you. It is never shown on the site. Tick the three boxes.

You, the trustee

The team calls this number to check the masjid with you. It is never shown on the site.

YOUR NAME *

Test Imran Trustee

YOUR ROLE AT THE MASJID

Secretary

MOBILE NUMBER *

+999 0000 0021

Indian mobiles: the 10 digits. Other countries: + and the country code.

☒ The masjid's committee agrees that I register this masjid.

☒ I am 18 or older.

☒ The team may call me on this number to verify the masjid.

Shabaka al-Masajid will never call you to ask for a code or a password, and never asks for money.

Submit for verification

Your details and the three declarations.

11

Tap **Submit for verification**. If a time looks unusual, you are asked whether to save anyway (see part 6).

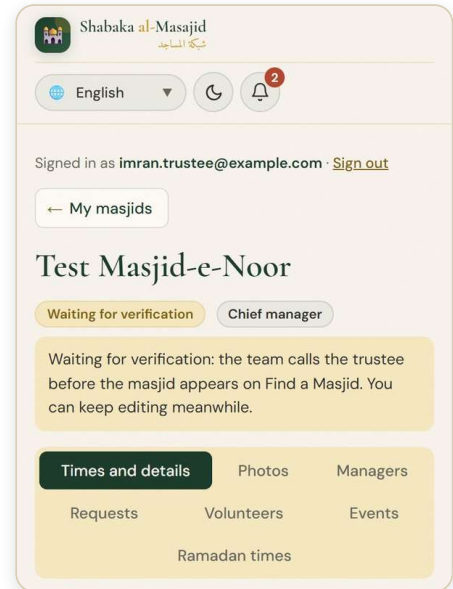


4

What verification means

Before a masjid appears on **Find a Masjid**, our team calls the trustee on the mobile number given. We check that the masjid is real, that its committee agrees, and that the times match its board. This usually takes up to 7 days, insha'Allah.

- 1 Meanwhile your masjid shows **Waiting for verification**. Until the masjid is listed, everything you save applies at once.



A masjid waiting for the team's call.

Listed

Listed: everyone can find it and its prayer times on Find a Masjid.

Not approved

Not approved by the team. If you think this is a mistake, please contact us.

Suspended

Suspended: not shown on Find a Masjid for now.

Closed

Closed: this masjid is no longer on Find a Masjid.

2

Once listed: Prayer times, seasonal changes, the area and the facilities show on Find a Masjid within a couple of minutes of saving. A new name, address or city, or a pin moved more than 100 m, is checked by the team first.

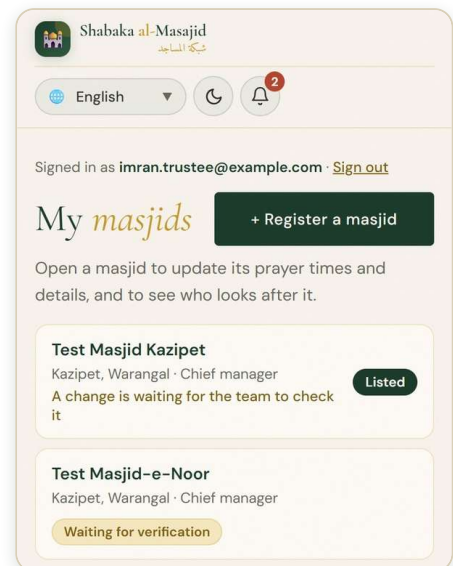


5

Your masjid's page

1

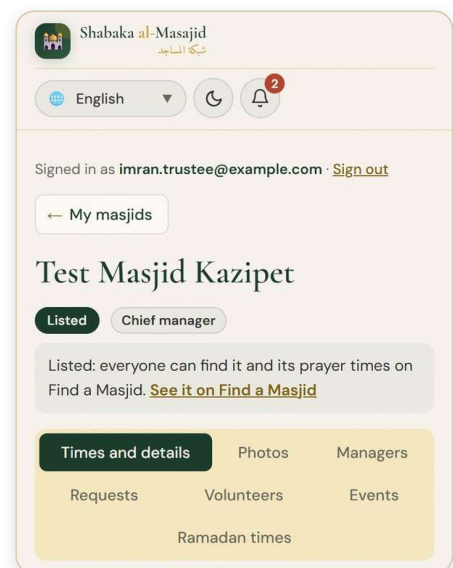
After you sign in, **My masjids** lists every masjid you manage, with its status and your role: **Chief manager** or **Manager**. Next time, open **My masjids** at the top of the home page.



My masjids: one line for each masjid.

2

Tap a masjid to open its page. At the top: its status, and a link to see it on Find a Masjid. Below are its parts: **Times and details**, **Photos**, **Managers**, **Requests**, **Volunteers**, **Events** and **Ramadan times**.



A listed masjid and its parts.



3

Photos: Up to 3 photos of the masjid: the front, the gate people walk in by, or the prayer hall. Each is made smaller on this phone before it is sent, and the place and camera details in it are removed. The team checks every photo; Find a Masjid shows it once the masjid is listed.

Photos

Up to 3 photos of the masjid: the front, the gate people walk in by, or the prayer hall. Each is made smaller on this phone before it is sent, and the place and camera details in it are removed. The team checks every photo; Find a Masjid shows it once the masjid is listed.

This masjid is listed: a new photo shows on Find a Masjid once the team has checked it.

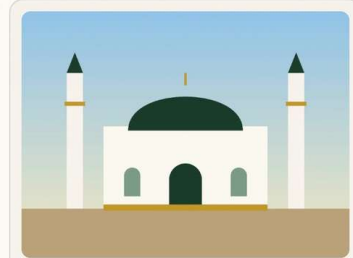


Photo 1 On Find a Masjid

Remove

On Find a Masjid

6

Prayer times

Open **Times and details** and scroll to **Prayer times**. When you save, every day of the next 12 months is checked against sunrise, sunset and each prayer's time at your masjid.

1

Each prayer has an **Azan** time and a **Jamat** time. Type them as they are on your masjid's board. The jamat can also be "minutes after Azan": type the Azan time and, for example, 15. The jamat is then always 15 minutes after the azan.

Fajr

Azan	Jamat time	or minutes after Azan
--:--	05:20	
Fixed time	Fixed time	

Next 30 days

Dhuhr

Azan	Jamat time	or minutes after Azan
--:--	13:15	
Fixed time	Fixed time	

Next 30 days

The usual times: Azan and Jamat, or minutes after Azan.

2

On Fridays Jumu'ah takes the place of Dhuhr. Give its first azan and its jamat time. A second or third Jumu'ah jamat goes in the rows Jumu'ah 2 and Jumu'ah 3.

Jumu'ah 1

First azan	Jamat time	or minutes after first azan
--:--	13:45	
Fixed time	Fixed time	

Next 30 days

Jumu'ah: First azan · Jamat time



- 3 Under "Seasonal and one-day changes", add a change with a From and a To date, for example winter timings. On those dates it replaces the usual time. For one day only, give the same From and To date. When two changes cover the same day, the one with the **shorter** date range is used that day.

Seasonal and one-day changes

Ramadan or winter timings, or one special day. On any date, the change with the shortest date range replaces the times above. For one day, give the same From and To date; leave a date empty for an open end (not for Eid or Taraweeh: they need both dates). Jamat no. is for a 2nd or 3rd Jumu'ah or Eid jamat. Eid and Taraweeh have no azan: give only their jamat time.

Label
Winter

From
27-09-2026

To
10-01-2027

16 Rabi' al-Thani 1448 AH 2 Sha'ban 1448 AH

Prayer
Maghrib

Jamat no.
1

Azan
--:--

Jamat time
18:10

or minutes after Azan
Fixed time

Remove this change

Seasonal and one-day changes

- 4 Eid and Taraweeh have no azan: give only the jamat time and the dates. Eid: 1 to 3 days (a second Eid jamat is Jamat no. 2). Taraweeh: the nights of Ramadan, at most 31 days. Tap + **Add a change**, then choose the prayer.

Eid ul-Fitr

Label
Eid ul-Fitr

From
18-04-2027

To
18-04-2027

11 Dhu al-Qa'dah 1448 AH 11 Dhu al-Qa'dah 1448 AH

Prayer
Eid

Jamat no.
1

Azan
No azan

Jamat time
07:30

Remove this change

Eid: No azan

- 5 Under each Azan and Jamat time you choose how it is set: **Fixed time** (the same every day), **Step change** or **Follow the sun**. The last two change the time for you, so you don't have to edit it every week.



6

Step change: The time moves by itself from a start date: a few minutes earlier or later every few days, never past a limit you choose. In India and the Gulf, Fajr time begins a little later each day from mid-June to the end of January, and earlier from February to mid-June: move Fajr the same way, and stop it where Fajr time turns (a limit, or an end date). You choose the start date and the time on that day, the minutes each time, earlier or later, every how many days, and the limit.

Fajr

Azan: --:-- ⌚ Jamat time: 05:20 ⌚

Fixed time ▼ Step change ▼

Jamat time: how it changes by itself

The time in the box above is the time on the start date. From then it moves by itself: a few minutes earlier or later every few days, never past the limit.

Start date: 01-10-2026 📅 Minutes each time: 1

20 Rabi' al-Thani 1448 AH

Earlier or later: Later ▼ Every how many days: 2

Stop moving on (optional): dd-mm-yyyy 📅

Never past (optional): 05:50 ⌚

Starting 1 Oct at 5:20 AM, 1 min later every 2 days: 5:20 AM (1 Oct), 5:21 AM (3 Oct), 5:22 AM (5 Oct) ... stops at 5:50 AM.

A step change, with its example under it.

7

Follow the sun: The time is worked out from the sun at your masjid's place on the map: some minutes after (or before) Fajr time, sunrise, midday, Asr time, sunset or Isha time. You choose how often it changes: every day, every 3 or 7 days, or every Friday. Between changes it stays the same, worked out from the latest time it follows in those days, so it is never too early on any of them. It can be rounded up to the next 5 minutes, so the times are easy to remember.

Jamat time: how it changes by itself

The time is worked out from the sun at your masjid: some minutes before or after the time you choose, again on the days you choose.

Minutes: 15 Before or after: After ▼

What it follows: Isha time begins ▼ Changes: Every Friday ▼

Rounded: Up to the next 5 minutes ▼

Isha time begins at your masjid: 7:18 PM at the latest from 25 Sept to 1 Oct. So the jamat is 7:35 PM today, then 7:30 PM from 2 Oct.

Isha: azan when Isha time begins, jamat 15 min later, changes every Friday (rounded to 5 min)



8

Open **Next 30 days** under a prayer: each day's azan and jamat, and which of your times gives them (the usual times, or a change's name). Highlighted rows: a time changes that day.

Next 30 days

The next 30 days: the date, the times that day, and which of your times give them. Highlighted: a time changes that day.

DATE	AZAN	JAMAT	FROM
Wed 30 Sept	7:20 PM	7:35 PM	usual times
Thu 1 Oct	7:20 PM	7:35 PM	usual times
Fri 2 Oct	7:15 PM	7:30 PM	usual times
Sat 3 Oct	7:15 PM	7:30 PM	usual times
Sun 4 Oct	7:15 PM	7:30 PM	usual times
Mon 5 Oct	7:15 PM	7:30 PM	usual times
Tue 6 Oct	7:15 PM	7:30 PM	usual times
Wed 7 Oct	7:15 PM	7:30 PM	usual times
Thu 8 Oct	7:15 PM	7:30 PM	usual times
Fri 9 Oct	7:10 PM	7:25 PM	usual times
Sat 10 Oct	7:10 PM	7:25 PM	usual times
Sun 11 Oct	7:10 PM	7:25 PM	usual times
Mon 12 Oct	7:10 PM	7:25 PM	usual times
Tue 13 Oct	7:10 PM	7:25 PM	usual times
Wed 14 Oct	7:10 PM	7:25 PM	usual times
Thu 15 Oct	7:10 PM	7:25 PM	usual times
Fri 16 Oct	7:05 PM	7:20 PM	usual times
Sat 17 Oct	7:05 PM	7:20 PM	usual times
Sun 18 Oct	7:05 PM	7:20 PM	usual times
Mon 19 Oct	7:05 PM	7:20 PM	usual times
Tue 20 Oct	7:05 PM	7:20 PM	usual times
Wed 21 Oct	7:05 PM	7:20 PM	usual times

Next 30 days

Tip The azan always comes first, on every day. So when one of the two changes by itself, the other must change with it. Simplest: make the jamat "minutes after Azan". Or let both follow the same time, with the same changes and rounding, and give the jamat more minutes. A time that follows the sun next to a fixed time can't be saved: on some days the jamat could come before the azan. Nor can step changes that would cross.

9

Red messages: something can't be saved yet, for example a jamat before its azan, or a step change that never stops. Each one says what to change.

Isha

Azan Jamat time or minutes after Azan

20:30 20:15

Fixed time Fixed time

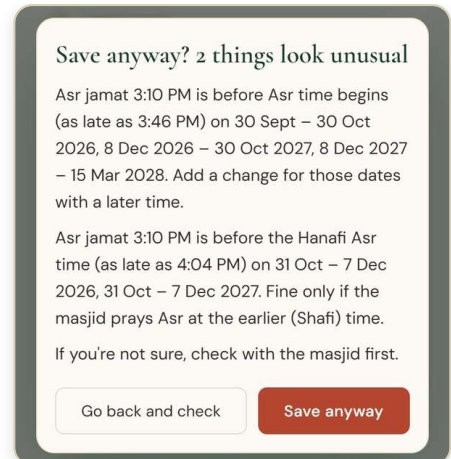
The Azan (8:30 PM) is after the Jamat (8:15 PM). The Azan comes first.

Next 30 days

Red: change this before saving.



- 10 Gold notes, and **Save anyway?** when you save: something looks unusual, for example Maghrib before sunset on some days. If you are sure, you can still save. Tap **Go back and check** to look again, or **Save anyway** when you are sure.



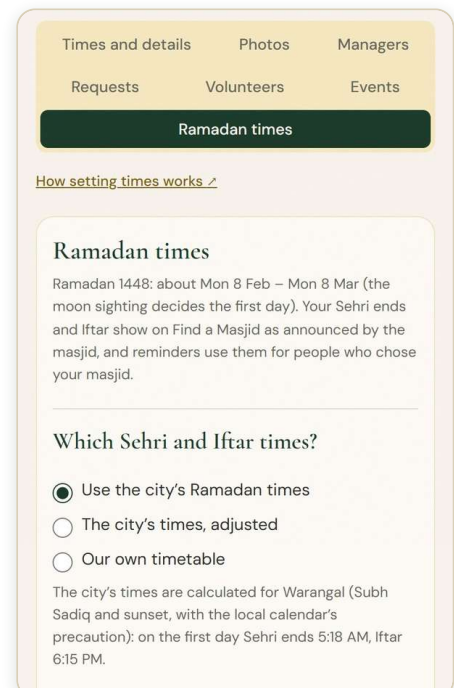
A warning only: you decide.

- 11 Find a Masjid shows the new times within about 2 minutes. People who follow your masjid get a short notice when you change the times, and the evening before a seasonal change starts. Times that change by themselves are not announced each time: the masjid's page shows a note such as "Fajr azan moves 1 min earlier every 2 days."

7 Ramadan times

In Ramadan, Find a Masjid shows each masjid's **Sehri ends** and **Iftar**. Open your masjid's **Ramadan times** tab and choose one:

- 1
- **Use the city's Ramadan times:** calculated for your city, or from the city's Ramadan calendar. Nothing more to do.
 - **The city's times, adjusted:** for example Sehri ends 5 minutes earlier and Iftar 2 minutes later than the city's, every day.
 - **Our own timetable:** your masjid's times for each day. Start from the city's times and change the days that differ, paste rows from a spreadsheet, or fill them from a photo of your Ramadan timetable, then check each one.



Which Sehri and Iftar times?



- 2 For **Our own timetable**, tap **Start from the city's times**, then change only the days your masjid announces differently. You can also paste rows from a spreadsheet, or fill them from a photo of your Ramadan timetable.

Type your masjid's times for each day. A day left empty shows the city's times.

► **Paste rows**

The city's times are filled in for every day. Change the days your masjid announces differently, then save.

DAY	SEHRI ENDS	IFTAR
1 RAMADAN MON 8 FEB	05:18	18:03
2 RAMADAN TUE 9 FEB	05:18	18:16
3 RAMADAN WED 10 FEB	05:17	18:16
4 RAMADAN THU 11 FEB	05:17	18:17

Our own timetable

- 3 **The whole month** shows every day: your times, the city's, when Fajr time begins (Subh Sadiq) and sunset. Days that differ from the city's are highlighted. When something looks unusual, for example Iftar before sunset, you are asked **Save anyway?**

▼ **The whole month**

Each day of Ramadan: its date, your Sehri ends and Iftar, the city's for comparison, when Fajr time begins (Subh Sadiq) and when the sun sets. Highlighted: your times differ from the city's that day. "Check" names something that looks unusual. The calendar gives this Ramadan 29 days: day 30 counts only if the moon is not seen.

DAY	DATE	SEHRI ENDS	IFTAR	CITY: SEHRI	CITY: IFTAR	FAJR BEGINS	SUNSET	CHECK
1 RAMADAN	Mon 8 Feb	5:18 AM	6:03 PM	5:18 AM	6:15 PM	5:28 AM	6:10 PM	Iftar before sunset
2 RAMADAN	Tue 9 Feb	5:18 AM	6:16 PM	5:18 AM	6:16 PM	5:28 AM	6:11 PM	A big change from the day before
3 RAMADAN	Wed 10 Feb	5:17 AM	6:16 PM	5:17 AM	6:16 PM	5:27 AM	6:11 PM	
4 RAMADAN	Thu 11 Feb	5:17 AM	6:17 PM	5:17 AM	6:17 PM	5:27 AM	6:12 PM	

Day 1's Iftar is before sunset, so the month shows "Iftar before sunset" in the Check column.

- 4 **Iftar before sunset, Sehri after Fajr begins, Iftar after the Maghrib jamat** and **A big change from the day before** are warnings only: nothing is blocked. Check with your masjid's Ramadan calendar, then tap **Go back and check** or **Save anyway**.

Save anyway? 2 things look unusual

1 Ramadan (Mon 8 Feb): Iftar 6:03 PM is before sunset (6:10 PM).

2 Ramadan (Tue 9 Feb): Iftar 6:16 PM is 13 minutes from the day before (6:03 PM). A typing mistake?

If you're not sure, check with the masjid first.

A warning only: you decide.

- 5 The choice is for one Ramadan. Next year starts from the city's times again; an adjustment can be copied with "Use last year's adjustment". Find a Masjid then shows your times "as announced by the masjid", and people who chose your masjid for Sehri and Iftar reminders get them at your times.



8

The weekly check

1

Once a week, your masjid's page and the bell ask: **Are this week's times still right?** People plan their prayers by these times. If the board still says the same, tap **Yes, still correct**. If not, tap **Update the times** and change them.



One tap when nothing has changed.

2

If nobody confirms or changes the times for 45 days: Find a Masjid now says "Times may be out of date" for this masjid. After 60 days: Find a Masjid now says "Times may be out of date" and leaves this masjid out of Next jamat.

3

A time to change soon: when a fixed time will soon be wrong, for example a Maghrib jamat before sunset, your page warns you up to two weeks ahead and says what to change.

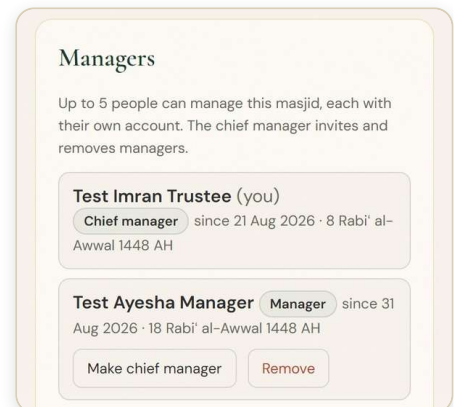
9

Managers and invites

Up to 5 people can manage this masjid, each with their own account. The chief manager invites and removes managers.

1

Open **Managers** to see who looks after the masjid, and since when.



Managers



- 2 The chief manager invites: under **Invite a manager**, type the helper's email address and tap **Create invite link**. Send them the link with **Copy link** or **Share on WhatsApp**. It works only for that address, for 7 days.

Invite a manager

Type their email address. You get a link to send them, by WhatsApp for example; it works only for that address, for 7 days.

EMAIL ADDRESS *

helper.en@example.com

Create invite link

Invite link ready

Send it to helper.en@example.com. They sign in with that address and open the link within 7 days.

<https://shabakaalmasajid.com/manage/#/i>

Copy link

Share on WhatsApp

Invite link ready

- 3 The helper opens the link, signs in with that email address and taps **Accept the invite**.

Shabaka al-Masajid
شبكة المساجد

English

Signed in as [yusuf.helper@example.com](#) · [Sign out](#)

You're invited to help manage a masjid

Test Imran Trustee invites you to help manage Test Masjid Kazipet.

Accept the invite

My masjids

You're invited to help manage a masjid

- 4 **Make chief manager** hands over the chief manager's role. **Remove** takes a manager off. **Revoke** stops an invite link. To stop managing a masjid yourself, use **Leave this masjid**.

Invites not used yet

yusuf.helper@example.com expires in 7 days

Copy link

Share on WhatsApp

Revoke

Leave this masjid

You are the chief manager: make another manager the chief manager first, then you can leave.

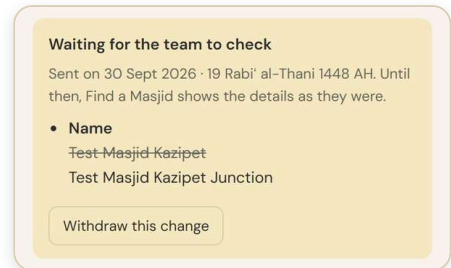
Leave this masjid

Tip A helper (a son, a daughter, a young volunteer) can do all of this on their phone: invite them as a manager.



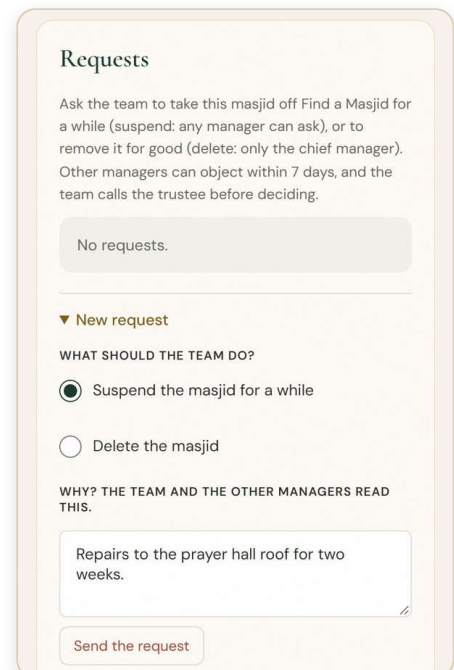
10 Rename, suspend or delete

1 To rename the masjid, change its name on **Times and details** and save. Prayer times, seasonal changes, the area and the facilities show on Find a Masjid within a couple of minutes of saving. A new name, address or city, or a pin moved more than 100 m, is checked by the team first. Changed your mind? Tap **Withdraw this change**.



Waiting for the team to check

2 Ask the team to take this masjid off Find a Masjid for a while (suspend: any manager can ask), or to remove it for good (delete: only the chief manager). Other managers can object within 7 days, and the team calls the trustee before deciding. Open **New request**, choose what the team should do, write why, and tap **Send the request**.



New request

3 Other managers can tap **Object to this** within 7 days. While your request is open, you can **Withdraw** it.



11 Events

Post your masjid's events: its followers are told, and volunteers can say they're coming. Our team checks a masjid's first 3 events before they are shown.

- 1 Open **Events** and tap **+ New event**. Choose the language you write in, then give a title, the type of event, the date and time. Need volunteers? Say how many and which skills. Tap **Post event**. Don't name children or post anyone's phone number. Links, phone numbers, emails and UPI IDs can't be posted.

New event

- 2 Written in English, Urdu, Hindi or Arabic, the event is translated into the other languages automatically. Telugu is not translated yet. Your masjid's first 3 events show **Waiting for our team's check** until our team has checked them, usually within a day. Then they show **Shown to everyone**.

Upcoming



3

Tap **Who's coming**: The name, area and skills of people who said they are interested or going.

Sun, Oct 4, 7:30 – 10:00 AM

Shown to everyone

Masjid cleaning drive

Edit Who's coming Cancel event

The name, area and skills of people who said they are interested or going.

Test Bilal Volunteer Going Kazipet, Warangal
Cleaning, Cooking

Test Salma Volunteer Going
Hanamkonda, Warangal Teaching

Test Farhan Volunteer Interested
Kazipet, Warangal Electrical, Plumbing

Who's coming

4

Edit changes an event. **Cancel event** cancels it: Everyone who said they are interested or going will be told. This can't be undone.

12

Janazah announcements

Announce a Namaz-e-Janazah. It shows on Find a Masjid at once, and people who follow your masjid are told, and people in your city who asked. At most 3 a day.

1

Open your masjid, then **Events**, then **Post a Janazah announcement**. **When**: "After a jamat" today or tomorrow uses your masjid's own jamat time that day, for example "Today, after Asr (jamat 5:10 PM)". Or choose a date and a time, up to 48 hours ahead. **Where**: your masjid, or another place such as an Eidgah. You can also write the burial place (the qabristan).

Post a Janazah announcement

Write only what the family is happy to share.
Phone numbers, links and emails can't be posted.

WHEN

☒ After a jamat ☐ At a time

DAY

☐ Today ☒ Tomorrow

AFTER WHICH NAMAZ

Asr (jamat 5:00 PM)

WHERE

☒ At this masjid

☐ Somewhere else, for example an Eidgah

BURIAL PLACE (OPTIONAL)

Test Qabristan, Kazipet

For example, the name of the qabristan.

NAME OF THE DECEASED (OPTIONAL)

Test Abdul Rahman

For example: Janab Abdul Rahman, father of Imran. It is shown only when the family agrees.

☒ The family agrees to this announcement

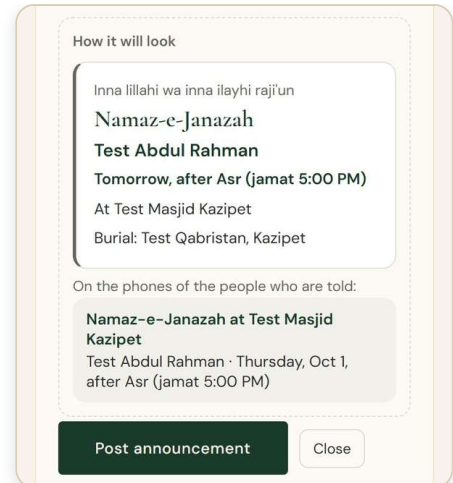
Post a Janazah announcement

Important **Name**: write the name only if the family agrees, and tick "The family agrees to this announcement". Without the tick, no name is shown. Never write a phone number.



2

Before posting, **How it will look** shows the card and the notice as people will see them. Tap **Post announcement**.



How it will look

3

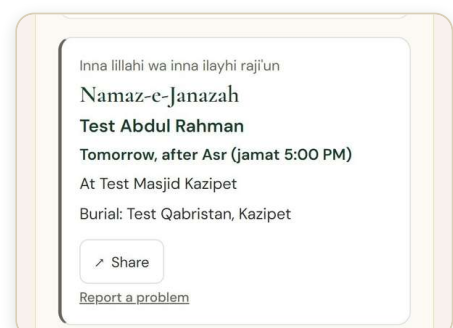
It is shown at once. To correct it, tap **Edit**. To take it off, tap **Withdraw**.



Shown

4

It shows on Find a Masjid at once, until 2 hours after the Janazah. People who follow your masjid are told on their phones in their own language (at night, from 5 AM), and so are people in your city who asked. It is deleted after 7 days. If something is wrong, open it and change it, or withdraw it. At most 3 a day.



What people see on Find a Masjid.



13

Volunteers ready to help

1

Open **Volunteers**. Only people who turned on Ready to help for this masjid are listed, with the details they chose to share. Tap **Call** or **WhatsApp**, or choose a **Skill** to see only those who have it.

Volunteers

6 people follow this masjid. Ready to help: 3

Only people who turned on Ready to help for this masjid are listed, with the details they chose to share.

Use these numbers only for this masjid's volunteer work. Don't add anyone to a group without asking, and delete a number when its owner asks.

SKILL

All skills

Test Bilal Volunteer

Kazipet, Warangal

Cleaning

Cooking

Call +99900000030

WhatsApp

Ready to help since Sep 30, 2026

Volunteers

Important Use these numbers only for this masjid's volunteer work. Don't add anyone to a group without asking, and delete a number when its owner asks.

14

Notifications

1

The bell at the top of the page shows news about your masjid: the weekly check, new volunteers ready to help, the team's decisions and invites. A red number shows how many are new.

Notifications

[Mark all as read](#)

● **Are this week's times at Test Masjid Kazipet still right?**
If they are, tap "Yes, still correct". If not, update them.
Wed, Sep 30, 9:22 AM

● **Ready to help at Test Masjid Kazipet**
2 new today. Their details are on your masjid's Volunteers tab.
Tue, Sep 29, 3:22 PM

Test Masjid Kazipet is now listed on Shabaka al-Masajid
The details are on your masjid's page.
Thu, Sep 10, 11:22 AM

On this device

[Turn on notifications on this device](#)

► [Settings](#)

Notifications

2

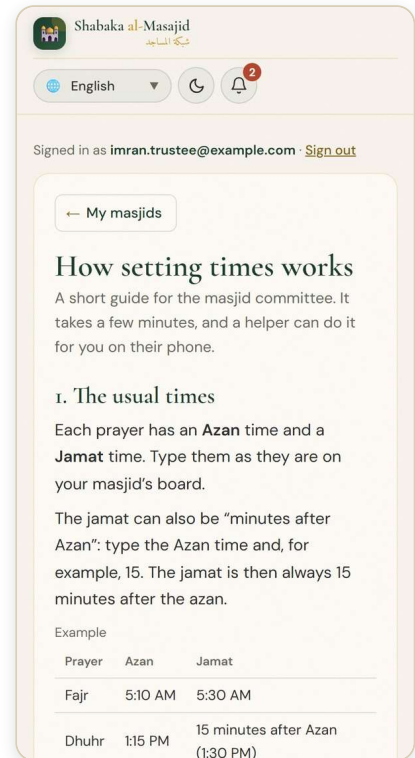
Tap **Turn on notifications on this device** to get them on your phone too. Under **Settings** you choose which ones you get. Emails come only for important things, such as the team's decision about your masjid or an invite.



Tip On iPhone or iPad: tap Share, then "Add to Home Screen". Open Shabaka al-Masajid from your Home Screen and turn notifications on there.

15 Getting help

- 1 The guide **How setting times works** is on the managers' page, in your language. Open it with **How setting times works** above the prayer times, or on the Ramadan and Janazah parts.



How setting times works



2

Write to us with **Contact** at the bottom of the home page, or email contact@shabakaalmasajid.com. We reply as soon as we can, insha'Allah. Shabaka al-Masajid will never call you to ask for a code or a password, and never asks for money.

The screenshot shows a mobile-style interface for a 'Contact Us' form. At the top, it says 'GET IN TOUCH' and 'Contact Us' with a close button. Below is a paragraph: 'Have a question, want to register your masjid early, or simply want to say salam? We'd love to hear from you, and we'll reply as soon as we can, insha'Allah.' The form has three input fields: 'EMAIL ADDRESS' with the placeholder 'your@email.com', 'PHONE NUMBER (OPTIONAL)' with the placeholder '+91 98765 43210', and 'YOUR MESSAGE' with the placeholder 'Tell us how we can help, or share your thoughts about the platform...'. At the bottom is a green 'Send Message' button. Below the button, it says 'Or email us directly at contact@shabakaalmasajid.com'.

Contact Us