1. Take a Ghusl preferably near sunset time (wudhu also required) and Give/pre arrange for Sadqa/Charity tonight.

2. Recite two Rakats Salat, in every Rakat recite Sura-al-Hamd, and Sura Ikhlaas seven times. (for seeking protection against sinning for the seven organs) After finishing Salat recite 70 times:

I seek the forgiveness of Allah and I repent before Him.

اَسْتَغْفِرْ اللَّهُ وَأَتُوبَ إِلَيْهِ

It is reported from the Prophet (pbuh) that by the time the reciter will rise from his place Allah (swt) will have forgiven him and his parents. Try to first be really repentant for serious mistakes done, sincerely ask for forgiveness either by:

(a) recalling 70 different sins OR (b) feeling remorseful for 10 sins of the 7 main organs: eyes, ears, tongue, hands, mouth, stomach + private parts OR (c) some particular sins that you may have committed repeatedly OR (d) recalling the variety of punishments of different sins and finally resolve NOT TO Repeat them in the future, then only can one realistically expect to deserve the reward the HP has promised "Whoever performs this act will surely be forgiven by the Almighty even before he rises from his place".

3. Remember your sins & seek forgiveness. Recite 100 times

I seek the forgiveness of Allah, my Lord, and I repent before Him.

اَسْتَغْفِرْ اللَّهُ رَبِّي وَأَتُوبُ إِلَيْهِ

Recite other Duas related to Repentance:- Munajat e Taebeen, Dua Tauba & Dua Kumayl.

4. The Holy Qur'an should be opened and placed in front, then one should recite: When opening the Qur'an and praying for your needs with the intercession of the Qur'an, realize that while the Qur'an is a cure for spiritual illness, it only benefits the pious ones and the evil doers are deprived of its illumination. Thus increase the chances for Qur'an intercession to work on your behalf by earnestly following the rulings of the Qur'an.

O Allah, in the name of this Holy Book sent by Thee, whatever there be in the Book. Including Ism-e-A'azam and Asmaa-e-Husnaa and the things to be dreaded, the things that may be expected and desired, (like blessings of Heaven). treat me as one of those who are free from Hell fire

Transliteration:
"Alaahumma inni asaloka be kitaabekal munzale Wa maa feeh, wa feehismokal akbaro wa asmaaka husnaa, wa maa yokhaafu Wa yurjaan an taj-alani min otaqaekaa minan-Naar",

The table is spread with Divine blessings containing all sorts of rewards and favors. Though the eyes cannot see them nor the ears hear them not the human hearts imagine them, yet the bounties are all kept in readiness to be awarded to the guests in accordance to her actions.

On a final note, our destiny to large extent can be changed in this very night and much depends on us, how we decide to utilize both the night and the day of Qadr and for that matter each single moment of this blessed month of Ramadhan.

Let us therefore pray together that we may be granted the Tawfiq to be able to do the A’maals of Laylatul Qadr in its correct essence, that we may be granted the Maghferah and that we may earn the Pleasure of Allah (swt) in such a manner that our lives take a positive turn in a manner that we may earn the salvation for both this world and the Hereafter. We remember each other in our prayers and especially we do not forget the oppressed, the suffering & our Deceased.
Place the Holy Qur'an on ones head and say,
While placing the Qur'an on the head. Remind yourself that true salvation can only be achieved by always keeping the rules of Qur'an ahead of us to follow. The fact that we put the Qur'an on our head is a sign of respect and reverence. We beseech Allah by the thaqalayn - the speaking and the silent Qur'an. - Holy Qur'an (39:56) Pray for Aql/Intelligence to be Kamil (complete) & it is Kashe (submits) to quran & acquires Noor (light) from it.

O Allah! I appeal to Thee in the name of this Qur'an and the Rooh that was sent along with it, and in the name of the Momin (believer) whose praise is contained in this Book and The obligation that is on them. No one else recognizes the right and truth more than Thee

After this repeat 10 times each: As you seek intercession of the Almighty (bika ya al…) and Ahlulbayt realize that God is limitless in Mercy and the Infallibles are pure agencies for the distribution of divine mercy to all creations.

For Your sake, O Allah, bika yaallahu
for the sake of Muhammad, bi-muhammadin
for the sake of `Ali, bi-`aliyyin
for the sake of Fatimah, bi-fatimata
for the sake of Hasan, bilhasani
for the sake of Husayn, bilhusayni
for the sake of `Ali ibn Husayn, bi-`aliyyi bni alhusayni
for the sake of Muhammad ibn `Ali, bi-muhammadi bni `aliyyin
for the sake of Ja`far ibn Muhammad, bi-ja`fari bni muhammadin
for the sake of Musa ibn Jafar, bi-musa bni ja`farin
for the sake of `Ali ibn Musa, bi-`aliyyi bni musa
for the sake of Muhammad ibn `Ali, bi-muhammadi bni `aliyyin
for the sake of `Ali ibn Muhammad, bi-`aliyyi bni muhammadin
for the sake of Hasan ibn `Ali, bilhasani bni `aliyyin
for the sake of al-Hujjah, bilhujjati
One should then pray to Almighty Allah to fulfill one’s desires.

5. Recite the Ziarat of Imam Hussain (A.S.). While performing Ziyarah of Imam Hussain (as), remind yourself that on this night, the souls of 124,000 Prophets (peace be upon them all) visit Imam, who is aware of our inner spiritual reality and is hurt and repulsed by our record of repeated evil deeds, indifference to God’s commandments; thus, we should avoid disgracing ourselves in that great audience of Imam. Also, associate the themes in the ZIYARAH of: - Firm bond of love and obedience of God (SALAT). - Economic betterment of community (ZAKAT). - Overall mobilization of forces towards virtue (AMR BIL MA’RUF). - Overall cleansing of evil from society. - All-out war in all spheres of life to promote truth (JIHAD). - Tremendous endurance of all ensuing difficulties (SABR). - Complete distancing (LA`NAH) from all forms of injustice (DHULM) with destiny- shaping opportunity of this night and resolve to become an active player in improving the future in preparation for the REAPPEARANCE OF AL-MAHDI. http://www.duas.org/Ziaratqadridd.htm


7. Pray for others - Think of the many people all over the world who are in great difficulty & pray for them . He accepts

8. Keep awake the whole night. Ensure that you don’t doze /nap at all. It has been reported that whoever keeps awake during Laylatul Qadr will have all his sins forgiven even if they number the stars in the sky, the stones in the mountains and are of the quantity of water in the seas.

9. Remember Imam Mahdi (atfs) much throughout the night & recite Dua Faraj for Imam atfs as many times as possible intermittently . Ziarat Ale Yasin & Dua Nudba may also be recited

10. Reading some Fiqh rules is highly recommended: use www.Islamic-laws.com

11. Recite the Dua Makarem akhlaq (noble traits),Dua Afifyat & 15 Whispered prayers from Sahifa Sajjadia

12. Recite Salaat of Jafar e Tayyar & Tahajjud Salaat at the end of the night.

13. Allama Majlisi has stated that the best prayer during these nights is to seek forgiveness and seek ones wishes for this world and the hereafter and recite as much salwaat as possible. The Holy Prophet (pbuh) was asked what should be sought from Allah (swt) on Laylatul Qadr and he replied, "Health".

14. Recite a hundred rakats and it is preferable that in each rakat after the recitation of Sura Fatiha, Sura Iklaas be recited ten times.(can be recited as ‘6 day salat’ as Qaza even while sitting )

15. Recite Last 10 Nights duaa http://www.duas.org/last10ramadhan.htm

16. Seek Wellbeing by Reciting اللهم إني أسألك العفو والعافية والمغافاة في الدنيا والآخرة

“Allhumma Inni Asaloka Al Afwa wal Afiyata , walmuafata fid-dunya wal akhira”

17 Al-Kaf`amiy has narrated that Imam Zayn al-Abiden (a.s) used to say this supplication very frequently at the Qadr nights while sitting, standing, in rukuu’, and prostrating: اللهم إني أمسٍيتك لَك عبْداً

O Allah: surely, I am at this evening Your passive slave; alluhumma inni amsaytu laka `abdan dakhiran

I have no control of hurt or good to myself, lu amliku linafsy naf`an wa lu¤arran

لا أملك لَنفْسي نَفْعًا ولا ضَرًاً
And I cannot drive back any evil from myself, 

I testify to so against myself, 

And to You do I confess of my powerlessness 

And my feebleness 

So, (please do) send blessings upon Muhammad and the Household of Muhammad, 

And fulfill that of which You have promised me, 

As well as all the believing men and women, 

That is Your forgiveness at this night. 

And accomplish that which You have conferred upon me, 

For I am Your slave—the poor, the humble, 

The weak, the needy, the humiliated. 

O Allah: (please) do not make me negligent of the mention of You as regards that which You have bestowed upon me, 

And do not make me inadvertent to Your favors to me as regards that which You have given me, 

And do not make me despair of Your responding to me, even if such response is postponed, 

Whether I be in prosperity or adversity 

Or hardship or comfort 

Or well-being or ordeal, 

Or misery or bliss. 

Verily, You are the Hearer of prayers. 

وَلا أُصْرِفْ عَنْهَا سُوءً، 

أَشْهَدُ بِذَلِكَ عَلَى نَفْسِي، 

وَأَعْتَرْفُ لَكَ بِضَعْفِ قُوَّتِي، 

وَقِلْتِ حِيْلِتِي، 

فَصَالٌ عَلَى مُحَمَّدٍ وَآَلِ مُحَمَّدٍ 

وَأَنْجِزْ لِي مَا وَعَدْتِي 

وَجِمَعَ الْمُؤْمِنِينَ وَالْمُؤْمِنَاتُ 

مِنَ الْمَغْفِرَةِ فِي هَذِهِ الْلَيْلَةِ، 

وَأَتِمْ عَلَى مَا أَتَيْتِي 

فَإِنَّى عَبْدُكَ الْمُسْتَكِينُ 

الْمُسْتَكِينُ 

الضَّعَيفُ الفَقَيرُ الْمُهِينُ. 

اللَّهَمَّ لَا تَجْعَلْ نَاسِيًا 

لَذِكْرَكَ فيَّمَا أَوَّلَتْيُ 

وَلا غَافِلًا لِإِحْسَانَكَ فيَّمَا 

أُغْطِيَتْيُ 

وَلا آيًَا مِنْ إِجَابَتِكَ وَإِنَّ 

أَنْطَلَ عَنِي 

فِي سَرَاءٍ أَوْ ضَرَاءٍ 

أَوْ شَدَى أَوْ رَحَاءٍ 

أَوْ غَافِيَةٍ أَوْ نَبَاءٍ 

أَوْ بَوْسٍ أَوْ نَعْمَاءٍ 

إِنَّكَ سَمِيعُ الدُّعَاءِ.