



# BARI I 42: Advanced Braille

## Unit 2: Grade II English Braille

By a Team of UR-CE Lecturers

## Unit 2: Grade II English Braille

### Unit 2: learning outcomes

By the end of this unit, you should be able to:

- Read and write different contractions of English Braille
- Use short forms in writing and reading braille

## Unit 2: Grade II English Braille

### Unit 2 indicative content

Topic 2.1 Contractions

Topic 2.2 Reading and Writing short-forms

## Topic 2.1 Contractions

### **Activity 1:**

In the group of four trainees, discuss what contraction is.

## Topic 2.1 Contractions

### **Contraction:**

A contraction is a braille sign representing a word or a group of letters. For instance, in the alphabetic braille signs, letter p represents the word ‘people’, therefore the alphabetic letters p and q are contractions for those respective words.

## Topic 2.1 Contractions

### **Wordsign:**

This is a contraction which stands for a complete word. Hence the alphabetic letters p and q are both wordsigns, which fall under “Simple Upper Wordsigns”.

## Topic 2.1 Contractions

### Activity 3

1. Write down the words represented by the following alphabets: n, q, k, z, p
2. Write down the 5 common word-signs

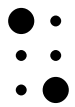
## 2.1.1 Group signs

**A group sign** is a braille sign representing a group of letters. (BAUK, 2004). Let us look at some categories of group signs.

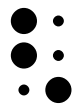


## 2.1.1.1 Five Upper Group signs (with h)

**ch**



**gh**



**sh**



**th**



**wh**



These five group signs are formed by adding dot 6 to the letters a b c d e.

## 2.1.1.1 Five Upper Group signs (with h)

These signs may be used in any part of a word for the letters they represent.

*Examples:* chap ⠠⠠⠠

high ⠠⠠⠠ she ⠠⠠

thy ⠠⠠ who ⠠⠠

## 2.1.1.2 Group signs ch sh th and wh are also used as wordsigns:

- ∴ stands for child
- ∴ stands for shall
- ∴ stands for this
- ∴ stands for which

### 2.1.1.3 Four upper Groupsigns (two with “e” and two with “o”)

ed



ed dots 1 2 and 4 6

er



er dots 1 2 and 4 5 6

ou



ou dots 1 2 and 5 6

ow



ow dots 2 and 4 6

**ou** stands for **out**  
when no other  
letters are joined  
to it.

## 2.1.1.4 The last four Upper Group signs

st    ar    ing    ble

⠠ ⠠ ⠠ ⠠

st dots 3 and 4

ar dots 3 and 4 5

Both of these signs may be used in any part of a word

*Example:*

stand: ⠠ ⠠

are: ⠠ ⠠



## 2.1.2 Lower word signs

**A lower sign** is one which lacks dots 1 and 4 (BAUK, 2004).

Some of the lower signs are also used as word signs to represent whole words. They can be grouped under three heads (Simpson, 2013):

- Those that must be spaced from all other signs
- Those lower word signs should be written unspaced from a word which follows
- Those that must be spaced from all other words but may in some cases be in contact with punctuation signs.

## 2.1.2 Lower word signs

### a) Lower word signs that must be spaced from all other signs

be      were      his      was

⠠      ⠠⠠      ⠠      ⠠⠠

**be** dots 2 and 3 (lower **b**, the same as the group sign **be**)

**were** dots 2 3 and 5 6 (lower **g**)

**his** dots 2 3 and 6 (lower **h**)

**was** dots 3 and 56 (lower **j**)



## 2.1.2 Lower word signs

### b) Lower word signs “to”, “into” and “by”

⠠ to

⠠⠠ into

⠠ by

These lower word signs should be written unspaced from a word which follows on the same braille line, even when a sense break or natural pause is present

*Example:*

into disuse

⠠⠠ ⠠ ⠠ ⠠ ⠠ ⠠

to me

⠠ ⠠ ⠠

## 2.1.2 Lower word signs

c) Lower word signs that must be spaced from all other words but may, in some cases, be in contact with punctuation signs

**enough**

**in**



**enough**

dots 2 and 6 (lower e)

**in**

dots 3 and 5 (lower i)



## 2.1.2 Lower word signs

Have you that box? “enough’s  
enough.”

⠠⠏⠁⠋⠑ ⠠⠽⠕⠎ ⠠⠞⠁⠞ ⠠⠃⠔⠎ ⠠⠑⠎⠔⠘⠛⠛⠑⠛⠗⠛⠁⠛⠑⠛⠗⠁⠗⠏⠁⠞⠊⠎⠗⠑⠛⠗⠁⠞⠊⠎

“Teach-in”. ⠠⠞⠑⠁⠇⠞⠊⠎ ⠠⠊⠎⠊⠞

Have you enough? ⠠⠏⠁⠋⠑ ⠠⠽⠕⠎ ⠠⠑⠎⠔⠘⠛⠛⠁⠞⠊⠎

## 2.1.3 Lower group signs (be con com dis ea bb cc dd ff gg en in)

Those that must be written at the beginning of a word or braille line

(be con com dis)



Those that must be written in the middle of a word

(ea bb cc dd ff gg)



Those that may be written in any part of a word: (en in)



## 2.1.4 Initial-letter contractions

### Dots 4 5

⠠

⠠⠠

upon

⠠⠠

⠠⠠⠠⠠

these

⠠⠠

⠠⠠⠠⠠

those

⠠⠠

⠠⠠⠠⠠

whose

⠠⠠

⠠⠠⠠⠠

word

## 2.1.4 Initial-letter contractions

### Dots 4 5 6

⠠	⠠⠠⠠⠠⠠⠠	cannot
⠠⠠	⠠⠠⠠	had
⠠⠠	⠠⠠⠠⠠	many
⠠⠠	⠠⠠⠠⠠⠠⠠	spirit
⠠⠠	⠠⠠⠠⠠⠠	their
⠠⠠	⠠⠠⠠⠠⠠	world

## 2.1.4 Initial-letter contractions

### Dot 5

⠠	⠠	day	⠠	⠠	right
⠠	⠠	ever	⠠	⠠	some
⠠	⠠	father	⠠	⠠	time
⠠	⠠	here	⠠	⠠	under
⠠	⠠	know	⠠	⠠	young
⠠	⠠	lord	⠠	⠠	there



## 2.1.4 Initial-letter contractions

### Dot 5

mother

character name

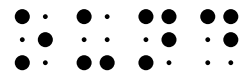
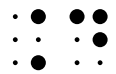
through one there

part ought

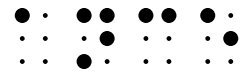
question work

## 2.1.5 Final-letter group signs

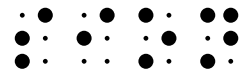
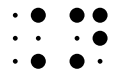
### Dots 4 6



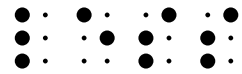
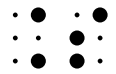
ound



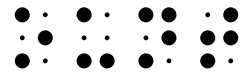
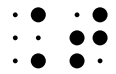
ance



sion




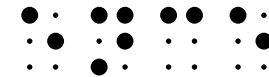
less

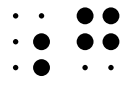
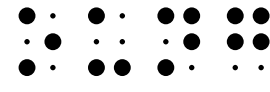


ount

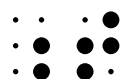
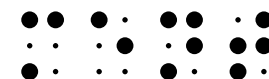
## 2.1.5 Final-letter group signs

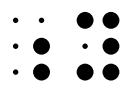
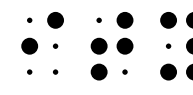
### Dots 5 6

  ence

  oung

  ness

  ment

  ity

## Self-assessment

1. Write down 5 words with initial word sign dot 5
2. Write down 3 words with initial word signs dots 4 5 6
3. Write down 2 contractions used at the beginning of the words
4. Why do you think contractions are used in Braille?

## 2.2 Reading and Writing short-forms

### Activity 4

Write down five short-form words you know

## 2.2 Reading and Writing short-forms

### Shortform words (abbreviations)

⠠⠠

about

⠠⠠⠠

although

⠠⠠⠠

above

⠠⠠⠠

altogether

⠠⠠

according

⠠⠠⠠

always

⠠⠠⠠

across

⠠⠠

because

⠠⠠

after

⠠⠠

before

⠠⠠⠠

afternoon

⠠⠠

behind

⠠⠠⠠

afterward

⠠⠠

below

## 2.2 Reading and Writing short-forms

⠠⠠ again ⠠⠠ beneath ⠠⠠ ⠠⠠ against ⠠⠠ beside  
⠠⠠⠠ almost ⠠⠠ between ⠠⠠⠠ already ⠠⠠ beyond  
⠠⠠ also ⠠⠠ blind ⠠⠠⠠ braille ⠠⠠ little ⠠⠠  
children ⠠⠠ much ⠠⠠⠠ conceive ⠠⠠ must  
⠠⠠⠠⠠ conceiving ⠠⠠⠠ myself

## 2.2 Reading and Writing short-forms

could necessary deceive

neither deceiving o'clock

declare oneself declaring

ourselves either paid first

perceive friend perceiving good

perhaps



## 2.2 Reading and Writing short-forms

⠠⠒⠠⠒⠠⠒

great

⠠⠒⠠⠒

quick

⠠⠒⠠⠒⠠⠒

herself

⠠⠒⠠⠒⠠⠒

receive

⠠⠒⠠⠒

him

⠠⠒⠠⠒⠠⠒⠠⠒

receiving

⠠⠒⠠⠒⠠⠒

himself

⠠⠒⠠⠒⠠⠒

rejoice

⠠⠒⠠⠒⠠⠒

immediate

⠠⠒⠠⠒⠠⠒⠠⠒

rejoicing

⠠⠒⠠⠒

its

⠠⠒⠠⠒

said

⠠⠒⠠⠒

itself

⠠⠒⠠⠒

should

## 2.2 Reading and Writing short-forms

⠠⠠

letter

⠠⠠

such

⠠⠠⠠⠠

themselves

⠠⠠

tonight, to-night

⠠⠠⠠

thyselƒ

⠠⠠

would

⠠⠠

today, to-day

⠠⠠

your

⠠⠠⠠

together

⠠⠠⠠

yourself

⠠⠠

tomorrow, to-morrow

⠠⠠⠠⠠

yourselves

## 2.2 Reading and Writing short-forms

### **Rules governing short-form words**

The following rules should be respected while using short-form words:

- Short-form words should be used alone or as part of a word

## 2.2 Reading and Writing short-forms

### Rules governing short-form words

- Short -form words must not be divided at the end of a line, but they may be separated from any syllable addition.
- A short-form word should be used as the whole proper name only
- An addition may be made to a short-form word provided it does not result in incorrect spelling

## 2.2 Reading and Writing short-forms

### **Rules governing short-form words**

- An addition may be made to a short-form word only if it retains its original meaning and would not obscure recognition of the word
- An addition may be made to a short-form word provided the combination does not violate lower-sign rules

## 2.2 Reading and Writing short-forms

### Rules governing short-form words

- An addition may be made to a short-form word provided the combination could not be mistaken for, or have the appearance of another word. The short-form words for “after” “blind,” or “friend” should not be used when followed by a vowel. However, they may be used when followed by a consonant, or a hyphen in a divided word

## 2.2 Reading and Writing short-forms

### Rules governing short-form words

- A short-form word must not be used if it would cause confusion in pronunciation or in the recognition of an usual word
- The apostrophe should always be inserted in the exclamation “h’m!” (hm!) to distinguish it from the short-form word for “him” (hm).

## 2.2 Reading and Writing short-forms

### Rules governing short-form words

- However, the apostrophe should not be inserted when two or more letter “m’s” are used in the exclamation
- When proper names such as ‘Al’ or “Ab” appear at the beginning of a sentence, they should be preceded by the letter sign to distinguish them from the short-form words for “also” or “about”



## Self-assessment

Write down any four short-form words beginning with letter “a”, and two short-form words beginning with letter “t”

## □ Unity summary

This unit discussed on the contractions such as strong word signs, strong group signs, lower word signs, lower group signs, initial letter contractions, final letter group signs; and short-forms

## Reflection activity

Explain the importance of using Braille  
contractions and short-form words

## References

Read notes on page: 45.