AUSTRALIAN BRAILLE AUTHORITY

A subcommittee of the Round Table on
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Guidelines for Foreign Language Material

Introduction

The Rules of Unified English Braille Second Edition, 2013 gives a range of approaches for the brailling of foreign language material, depending on the context and the needs of the reader. This document gives further clarification and guidelines for the transcription of foreign language material in a variety of contexts.

Further information relating to individual languages can be found in a series of separate documents on the brailleaustralia.org website. It is hoped that the list of languages will expand as more documents are written. Included in each document are basic instructions for each language with the Duxbury Braille Translator.

Kathy Riessen, Editor May 2019

Background

When using these guidelines, consideration should be given to the context of the foreign text, the reading level of the material and the needs of the reader.

The use of transcriber notes to explain the method of transcription for foreign material in a document is encouraged, especially where it may be read by more than one person.

The UK Association for Accessible Formats (UKAAF) document, *Transcribing Foreign Language Material in UEB* has been used as a reference. Some of the language in this document and examples have been used with permission.

References

Links to each of the following references can be found at
http://brailleaustralia.org/resources/

The Rules of Unified English Braille, Second Edition 2013

> 4.2 Modifiers — A list of UEB accents and the rules for their use.
>
> 10.11 Bridging — Guidance for contractions in compound words
>
> 10.12 Miscellaneous — Guidance for contractions where the form of a word is grossly impaired
>
> 13 Foreign Language
>
> 14 Code Switching

Unified English Braille: Australian Training Manual 2016

> Lesson 30: Accented Letters and Foreign Words

World Braille Usage, Third Edition 2013

> World Braille Usage lists the basic braille code use for the majority of languages and countries in the World as well as information on contacting the relevant braille authority.

1. Foreign Text which uses a Latin Alphabet

There are 3 approaches when transcribing foreign text which uses a Latin alphabet.

- **Use UEB accents, symbols and punctuation.** This approach is used where foreign text exists within an English context. The foreign text may or may not be contracted as discussed further in 1.1.

- **Use foreign language accents but UEB symbols and punctuation.** This is the normal approach for foreign text in foreign language school textbooks, examination papers, grammar and phrase books, bilingual dictionaries, etc.

- **Use foreign language accents, symbols and punctuation as defined for the language.** This approach may be appropriate for foreign text in higher level study material or foreign language literature where the reader is expected to be familiar with the foreign code.

1.1 UEB accents and punctuation

Foreign words which occur within documents which are predominantly in an English context are transcribed using UEB accents, symbols and punctuation. Contractions may or may not be used depending on the context of the text as stated below. Textbooks or materials designed to teach a language other than English are discussed in section 1.2.

Contracted

The following are transcribed using UEB contractions. accents and rules:

- Foreign words which are regarded as Anglicised. As a general rule, if a word appears in an English dictionary it can be considered Anglicised.

- Latin scientific names

- Proper names, personal titles place names etc within an English context.

Care may need to be taken with words which are of a foreign origin to ensure that UEB contraction rules are followed, in particular those regarding the bridging of compound words and gross distortion of form.

Examples

Henri carried his portmanteau to the café where he met his chauffeur.

⠀⠀⠀⠠⠓⠑⠝⠗⠊ ⠠⠉⠁⠗⠗⠊�ünz ⠁ ⠏⠕⠗⠞⠍⠁⠝⠞⠑⠁⠥ ⠖⠕
⠀⠀⠰⠡ ⠍⠁⠞⠡⠰⠙ ⠛⠡ �草 ⠍⠑⠞ ⠀⠓ ⠉⠓⠁⠥⠋⠋⠑⠥⠗⠲

Little Bronze-Cuckoo (*Chrysococcyx minutillus*)
Brown Antechinus (*Antechinus stuartii*)

⠀⠀⠀⠠⠇⠇ ⠠⠃⠗⠕⠝⠵⠑⠤⠠⠉⠥⠉⠅⠕⠕
⠀⠦⠠⠡⠗⠽⠎⠕⠉⠕⠉⠉⠽⠭ ⠍⠊⠝⠥⠞⠊⠇⠇⠥⠎⠴
⠀⠀⠀⠠⠃⠗⠕⠺⠝ ⠠⠁⠝⠞⠑⠡⠊⠝⠥⠎
⠠⠦⠠⠁⠝⠞⠑⠡⠊⠝⠥⠎ ⠎⠞⠥⠁⠗⠞⠊⠊⠴

Nöelle ordered a minestrone followed by a cappuccino.

⠀⠀⠀⠠⠝⠪⠑⠇⠇⠑ ⠕⠗⠙⠻⠙ ⠁ ⠍⠊⠝⠑⠎⠞⠗⠕⠝⠑
⠀⠀⠋⠕⠇⠇⠪⠙ ⠃⠽ ⠁ ⠉⠁⠏⠏⠥⠒⠊⠝⠕⠲

Note: the "one" contraction is not used in minestrone according to 10.7.6 of the Rulebook.

Sainte-Thérèse is an off-island suburb, northwest of Montreal.

⠀⠀⠀⠠⠎⠁⠬⠞⠑⠤⠹⠜⠮⠎⠑⠀⠊⠎⠀⠁⠝
⠠⠕⠋⠋⠤⠊⠎��⠀⠎⠥⠃⠥⠗⠃⠂⠀⠝⠕⠗⠹⠺⠑⠌⠀⠷
⠠⠍⠕⠝⠞⠗⠑⠁⠇⠲

Uncontracted

Words which are deemed to be foreign should be uncontracted using UEB accents.

As a general approach, where a document uses italics or some other formatting device to indicate foreign words, assume that these are foreign and braille uncontracted retaining the italics or other formatting device.

DBT: Use the <uncontracted> style in the Australian Template. Alternatively the codes [tx][g1] may be used to initiate uncontracted braille and [g2] used to resume contracted braille.

Word: A character style called **Uncontracted** in Word will map to the <uncontracted> style in DBT.

Examples:

[Extracts from English novels.]

The girl smiled. "*Caffè latte, per favore, e una frittata al formaggio."*

⠀⠀⠀⠠⠮⠀⠛⠊⠗⠇⠀⠎⠍⠊⠇⠑⠙⠲⠀⠦⠠⠉⠁⠋⠋⠿⠀⠇⠁⠞⠞⠑⠂
⠏⠻⠀⠋⠁⠧⠕⠗⠑⠂⠀⠑⠀⠥⠝⠁⠀⠋⠗⠊⠞⠞⠁⠞⠁⠀⠁⠇
⠋⠕⠗⠍⠁⠛⠛⠊⠕⠲⠴

She's been so "*nervenmässig"* (nervous) lately.

⠀⠀⠀⠠⠩⠑⠄⠎⠀⠃⠑⠝⠀⠎⠕⠀⠦⠝⠻⠧⠑⠝⠍⠜⠎⠎⠊⠛⠴
⠦⠝⠻⠧⠳⠎⠴⠀⠇⠁⠞⠑⠇⠽⠲

1.2 Foreign language accents but UEB symbols and punctuation.

This is the most common approach in the education sector for foreign language textbooks, bilingual dictionaries and other similar instructional materials.

Where possible, for consistency, indicators, punctuation and symbols are in UEB. Some exceptions apply. e.g. In Spanish a hybrid approach is preferable to avoid using the three-cell UEB symbols for the upside down exclamation and question.

Braille all foreign words uncontracted and use the accents as listed in *World Braille Usage* for the language.

Code Switching is not normally required between UEB and foreign words, as context or some formatting feature such as italics or columnar material will usually give enough distinction between English and foreign words for the reader.

Where a language consistently adds a space before punctuation marks, this is removed. An example is French where the exclamation and question marks usually have a space before them in print.

Information giving more detailed information for specific languages and relevant DBT instruction can be found in the individual documents on the ABA website at [add information]

1.3 Foreign language accents, symbols and punctuation

This approach may be suitable for students studying a language at a higher education level or a native reader.

Transcription may be contracted according to the rules of the language, or uncontracted, depending on the requirements of the reader and contact may need to be made with the relevant braille authority for information not covered in World Braille Usage.

DBT: DBT has a number of tables for foreign languages. These can be found in the help section. The usual code for switching to another language is [lnb~xx] where xx defines the language.

2. Foreign text which uses non-Latin alphabet.

A number of languages use non-Latin alphabet. Examples are Russian, Greek, Arabic, Japanese, Chinese, Korean etc.

Information on these languages can be found in *World Braille Usage*

The individual cases of these languages are handled in separate documents.

Where a language has been converted to a Latin Alphabet such as Pin-yin in Chinese or Romaji in Japanese then the guidelines listed in Section 1 apply.

3. Code Switching

In general, languages which use a Latin alphabet will not require code switching as context usually makes it clear which language is being used.

Languages which do not use a Latin alphabet, may require code switching indicators where there is English and the foreign text in the same line of braille.

Guidelines for the use of code switching indicators can be found in Section 14 of *The Rules of Unified English Braille,* Second Edition 2013.