



AUSTRALIAN BRAILLE AUTHORITY

A subcommittee of the Round Table on
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French and UEB

Introduction

This document should be read in conjunction with the *Australian Braille Authority, Guidelines for Foreign Language Material, 2019* which can be found on the brailleaustralia.org website.

Follow these guidelines when transcribing French for educational purposes, such as French language textbooks, examination papers, grammar and phrase books, bilingual dictionaries, etc.

French within an English context such as a novel should use the guidelines given in 1.1 of the *Australian Braille Authority, Guidelines for Foreign Language Material, 2019*.

A more complete French code may be requested for higher education or by a native reader. This is not covered in detail in this document. Relevant DBT codes are however given in the section on DBT.

Kathy Riessen, Editor May 2019

Contractions

Transcribe French text uncontracted using the accents as listed below.

Punctuation

Use UEB punctuation, indicators and numeral conventions.

Written French will often put a space before punctuation such as exclamation and question marks. There may also be a space after and opening guillemet and before a closing guillemet. These should be removed in braille.

Where guillemets (angled quotes) are used to show French quotation marks, use UEB single cell quotations marks.

Numerals

Braille French numerals as they are written using UEB symbols. Note that French uses a comma for a decimal and the comma should be used in the braille. Ordinal numbers are transcribed as they appear in print. The superscript position is not shown in braille.

Code switching

Code switching (Section 14, *Rules of Unified English Braille, Second Edition 2013*) is very rarely used. A student can usually determine from context what is English and what is French.

Music

French lyrics written as part of a music score use the French accents and UEB indicators and punctuation as stated above. A transcriber note explaining accent signs used may be required for readers unfamiliar with the signs.

French Accents:

Use the UEB capital indicator to show a capital accented letter. The indicator precedes the accent.

Symbol	UEB	French	Description
ç	⠠⠉⠠⠨	⠠⠨	c cedilla
é	⠠⠺⠠⠨	⠠⠨	e acute
à	⠠⠁⠠⠨	⠠⠨	a grave
è	⠠⠺⠠⠨	⠠⠨	e grave
ù	⠠⠥⠠⠨	⠠⠨	u grave
â	⠠⠁⠠⠨	⠠⠨	a circumflex
ê	⠠⠺⠠⠨	⠠⠨	e circumflex

Symbol	UEB	French	Description
î	⠠⠏⠠⠆	⠠⠆	i circumflex
ô	⠠⠕⠠⠆	⠠⠆	o circumflex
û	⠠⠐⠠⠆	⠠⠆	u circumflex
ë	⠠⠑⠠⠆⠠⠆	⠠⠆⠠⠆	e diaeresis
ï	⠠⠏⠠⠆⠠⠆	⠠⠆⠠⠆	i diaeresis
ü	⠠⠐⠠⠆⠠⠆	⠠⠆⠠⠆	u diaeresis
œ	⠠⠕⠠⠑⠠⠆⠠⠆	⠠⠆⠠⠆	o, e ligature

DBT

This information is current for DBT 12.4 using the **English (UEB) – Australian Formatting** template. Earlier versions may also be compatible.

The following styles are included in the Australian Template.

<French> ... </French> where text between the tags will be transcribed uncontracted using French accents and UEB punctuation and indicators.

The following two styles are useful where a long passage of French spans multiple paragraphs.

<FrenchBegin> Begin a section in French

<EnglishResume> Return to UEB

If using codes rather than styles, [Ing~fr] switches to French and [Ing] reverts to contracted UEB. Text following the [Ing~fr] code is uncontracted, has the French accents but UEB punctuation and indicators. Guillemets are translated as the UEB single cell quotes.

Quotation marks

The first quotation mark that DBT encounters in a document, whether single, double or angled (guillemet), sets the non-specific single cell quotation mark for the document. All other quotation marks are transcribed using their specific UEB signs. The code [uoq] unsets this, and the next quote encountered resets the quotation mark used for the non-specific single cell quotation mark.

Where a document has standards quotes for sections in UEB and guillemets for sections in French this allows for both to be transcribed using the non-specific single-cell quotation marks if required.

Remember to remove any spaces following opening guillemets or before closing guillemets or before other punctuation before translation.

Higher education or native reader

Where the full French code for higher education or a native reader is required, use the code [lnb~fra-xuf] (Unified French Code). [lnb] reverts back to Unified English Braille. By default, the French will be contracted. Add the [g1] code (grade 1) if uncontracted French is required.

Word and DBT

Any text in Word which has a character style named **French** applied will automatically map to the <French> style in DBT. When defining the **French** style in Word, if the language is set to French, Word will use the French spell checker if this is installed.

Word shortcuts

Notes to the following table:

- The grave key is to the left of 1 on the keyboard.
- The caret key is shift 6
- The ampersand key is shift 7
- To get a capital accented letter, use the shift key with the letter.
- If the language in Word is set to French, then double quotes will automatically convert to guillemets. Forced spaces are also added which will need to be removed prior to translation.

Symbol	Description	Shortcut
ç	c cedilla	ctrl-comma, c
é	e acute	ctrl-apostrophe, e
à	a grave	ctrl-grave, a
è	e grave	ctrl-grave, e
ù	u grave	ctrl-grave, u
â	a circumflex	ctrl-caret, a
ê	e circumflex	ctrl-caret, e
î	i circumflex	ctrl-caret, i
ô	o circumflex	ctrl-caret, o
û	u circumflex	ctrl-caret, u
ë	e diaeresis	ctrl-colon, e
ï	i diaeresis	ctrl-colon, i
ü	u diaeresis	ctrl-colon, u
œ	o, e diphthong	ctrl-ampersand, o
«	opening guillemet	alt+0171
»	closing guillemet	alt+0187
€	Euro	ctrl-alt-e

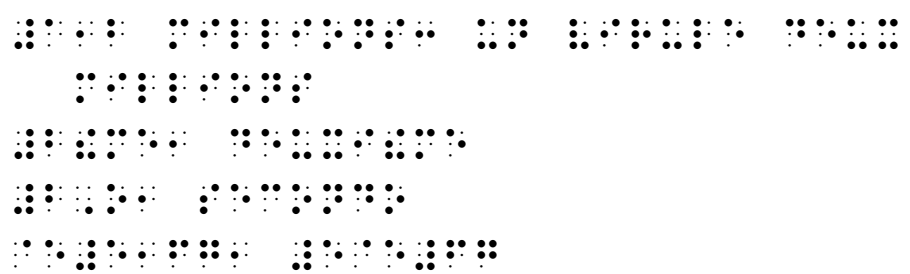
**French numerals. Note the use of the comma for the decimal.
Braille the position of the Euro as written.**

1,2 millions: un virgule deux millions

2^{ème}, deuxième

2^o, secondo

€5,67, 5€67

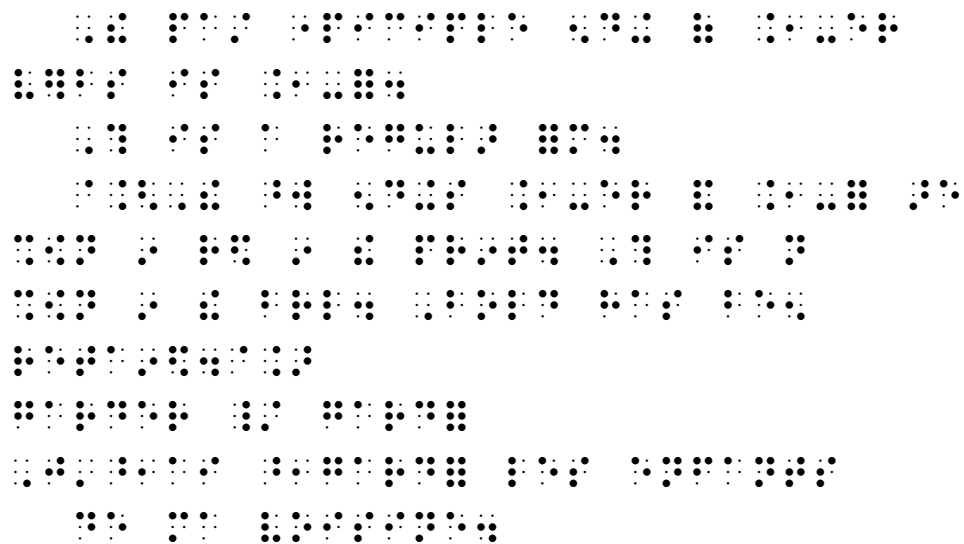


Multiple typefaces/colours are often used in textbooks. These should be shown with discretion so as not to disturb the readability of the text. A transcriber note may be appropriate.

The past participle ending of *-er* verbs is *-é*.
This is a regular form

[tns]The word endings *-er* and *-é* are shown in red in the print. This is not shown the braille. Bold has been retained.[tne]

garder / gardé
J'**ai gardé** les enfants de ma voisine.



Construct a sentence. The print has a table layout where columns are used to show choices. The braille uses a list hierarchy with counters added to give clarity.

Je vais	certainement sans doute probablement peut-être	faire	du ski. de la Randonnée pédestre. du surf. de la natation. de la voile.
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⠠Je ⠠vais
 ⠠certainement
 ⠠sans ⠠doute
 ⠠probablement
 ⠠peut-être
 ⠠faire
 ⠠du ⠠ski.
 ⠠de ⠠la ⠠Randonnée ⠠pédestre.
 ⠠du ⠠surf.
 ⠠de ⠠la ⠠natation.
 ⠠de ⠠la ⠠voile.