## Quick Tips <br> for producing braille labels

Small quantities of uncontracted braille can be produced manually for labelling tactile graphics and 3-dimensional models.

## Equipment

braille label maker
Very small quantities of braille text can be produced using a braille labeller (similar to a dymo labeller). The letters can be selected in print, avoiding the need to learn the braille symbols.
braille embosser
Larger quantities of braille can be produced using a braille embosser and braille translation software.

## slate and stylus

A slate is a template with indentations in the braille cell positions.

A stylus is an instrument for marking the dots.
Erroneous dots can be erased with a specialised dot squasher or a well-placed fingernail.

braille label maker

Thick paper (150gsm) is recommended for durability. Clear sticky label sheet can also be used.
A slate and stylus and related equipment can be purchased from most blindness agencies, e.g.

- Vision Australia
- American Printing House for the Blind
- RNIB (UK)


## Uncontracted braille symbols

Using a slate and stylus, braille is written from back to front.
On the page following, braille symbols are shown in black font on the left. The green font on the right shows "mirror braille", as it should be produced with a slate and stylus from right to left.

Note that simbraille font has been used, with small "shadow dots" to more clearly illustrate the position of the dots in the cells. Raised braille is produced without these shadow dots.

## Letters

| a | b | C | d | e | e | d | c | b | a |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| - | : | $\because$ | :: | $\because:$ | $\bigcirc$ | $\because:$ | $\because$ | : | $\bullet$ |
| f | g | h | i | j | j | i | h | g | f |
| :! | :: | : | : | : | \%: | $\because$ | : | :: | :\% |
| k | 1 | m | n | 0 | 0 | n | m | 1 | k |
| $\stackrel{\square}{0}$ | !: | $\because$ | !: | ! | $!$ | $\because$ | $\because$ | : | $\bigcirc$ |
| $p$ | q | r | S | t | t | s | $r$ | q | p |
| $\because$ | :! | $!$ | $!!$ | : | \%: | $\because:$ | : | :\% | \%: |
| u | $v$ | w | X | $y$ | $y$ | x | w | $v$ | u |
| $\because$ | ! | :: | $\because$ | :\% | $\because$ | $\because$ | $\because:$ | :\% | $\bigcirc$ |
|  |  |  |  | z | z |  |  |  |  |
|  |  |  |  | !: | $\vdots!$ |  |  |  |  |

When used in isolation, a letter should be preceded by the letter sign
A capital indicator : : precedes a letter for capitalisation.
Numbers
All numbers must be preceded by the number sign,

| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 0 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| : | $\because$ | : | -: | : | : | : | $\bigcirc$ | : |
| : | $\because$ | : | $\because$ | $\because$ | : | : | $\because$ | :. |

Punctuation and other symbols


Examples


