Library-Iowa Department for the Blind Denise Bean denise.bean@blind.state.ia.us

## Weekly Dose Word Division

Do not divide words at the end of a braille line. [But, when words do need to be divided at the end of a line, ALWAYS follow contraction rules.]

**CONTRACTION RULE** Divide a word between syllables even if it means that a strong contraction or a groupsign is not used.

**CONTRACTION RULE** When a hyphenated word is divided at the existing hyphen, retain the normal braille form of the word. But, if this sequence would consist of lower signs, DO NOT use the lower wordsign.

**CONTRACTION RULE** Do not use the alphabetic wordsign or strong wordsign as part of a word divided between braille lines even when the word it represents appears to be standing alone.

**CONTRACTION RULE** Do not use the strong groupsign for "ing" when these letters fall at the beginning of the braille line in a word divided between braille lines.

Source Rules of Unified English Braille, Section 10