

## Weekly Dose Cell 5 Heading verses Cell 7 Heading

*"Ok, finally going to ask, why are cell 7 headings used at all, and why can't we just stick to a cell 5 heading all the time?"*

That is a great question! Believe it or not, it is a question that I often ask and so do many other transcribers. Let's refer to Braille Formats Section 4 for our answers.

**Cell-5 Headings** are used for the **subheadings** or second level of division. These start in cell 5, and all runover lines also start in cell 5 (blocked in cell 5).

**Cell-7 Headings** are used for **sub-subheadings** or the third level of division. These start in cell 7, and all runover lines also start in cell 7 (blocked in cell 7).

Think of it like this, using a distinct cell-7 heading allows the braille reader to quickly and easily discern three levels of structural importance in the text, which is important for understanding how the information is organized.

### Cell-5 Headings

- Precede a cell-5 heading with a blank line.
- Block the heading in cell 5.
- A cell-5 heading cannot be followed by a centered heading.
- A cell-5 heading may be followed by an equally important cell-5 heading, without a blank line between the two headings. This format is dictated by the hierarchy of the headings.

- A cell-5 heading may be followed by a cell-7 heading, without an intervening blank line.

## Cell-7 Headings

- Cell-7 heading guidelines are essentially the same as cell-5 heading guidelines.
- Precede a cell-7 heading with a blank line.

**[Exception:** There is no blank line between a cell-5 heading and cell-7 heading.]

- Block the heading in cell 7.
- Follow a cell-7 heading by accompanying text, including lists, on the next line.
- A cell-7 heading cannot be followed by a:
  - Centered heading
  - Cell-5 heading
  - Cell-7 heading
- Centered, cell-5, and cell-7 headings must be followed by at least one line of text on the braille page.
- Centered, cell-5, and cell-7 headings are not repeated when the text that applies to them is continued on the following page.

## Sample of Heading Hierarchy

*In Sample of Heading Hierarchy, notice how the braille transcriber followed proper formatting as follows:*

Center Heading, followed by blank line,

Cell 5 Heading, followed by

Cell 7 Heading

**Source:** Braille Formats: Principles of Print-to-Braille Transcription, 2016. Section 4 Heading. [Braillebrain.aphtech.org](http://Braillebrain.aphtech.org), [www.brailleauthority.org](http://www.brailleauthority.org)