

**REVISION LOG FOR PDF UPLOADS OF
INSTRUCTION MANUAL FOR
BRAILLE TRANSCRIBING
UEB EDITION**

(Last Updated: December 18, 2024)

This document contains information about revisions to the uploaded PDF files of the Instruction Manual. More updates will be posted soon to address known errata and to align the manual with the recently-released third edition of the Unified English Braille rulebook. Individuals who downloaded these lessons prior to their most current upload dates should note this information about what has been changed. If you encounter any errors in the course material, please email transcribers@nfb.org.

DRILLS SUPPLEMENT

Last Updated: March 28, 2017

FRONT MATTER

Last Updated: November 28, 2016

LESSON 1

Last updated: April 2, 2015

LESSON 2

Last updated: March 28, 2017

LESSON 3

Last updated: November 21, 2019

LESSON 4

February 25, 2019: Made slight changes to the note in 4.2a to fine-tune the language; clarified language in 4.2c; added the revision date at the end of the lesson.

LESSON 5

December 8, 2015: Removed reference to *GH* group sign from 5.3b as it has not been introduced yet; fixed some instances of outdated terminology

LESSON 6

February 25, 2019: Clarified the first sentence of 6.1; placed an additional rulebook reference in the heading for 6.2; expanded the third sentence in 6.2; in sentence 15 of the exercise, changed Ingram to Bingo; in the summary at the end of the lesson, added a bullet point to expand on a summary of the standing alone rule, added to the point about words with interior apostrophes, and added "the" to the contractions that cannot be used with aspirated h; added the revision date.

LESSON 7

November 28: Small edits, no content change; added the revision date to the end of the lesson.

LESSON 8

February 16, 2016: Removed "headdress" from examples in 8.1c and added "doggone."

LESSON 9

December 2, 2015: On page 9-1, fixed middle column heading on first page to match font of other two column headings. Fixed spelling of "somersault" in 9.2f.

LESSON 10

April 22, 2016: Rearranged sections 10.1 and 10.2; re-worded some instructions in both of these for clarity; added some examples to what is now 10.2c; added to exercise the instruction to use a 3-1 margin.

LESSON 11

November 14, 2016: Fixed the format of the shortforms list; deleted an extraneous paragraph break from the reading practice; added the revision date at the end of the lesson.

February 25, 2019: In 11.3a, replaced one of the examples of words not standing alone with one that includes a capital indicator in the middle of the word; in 11.3b(1), changed the B in fastBraille to lowercase because a capital indicator in the middle of a word makes it no longer standing alone; removed reference to reading exercise—there is no reading exercise for this lesson; changed the revision date.

LESSON 12

November 14, 2016: In the examples in 12.2b, corrected two instances in which print was not followed for the use of hyphens and dashes; the example in 12.3 now shows "st" groupsign in "just-ice" which was omitted in error; Drill 31 sentence 12, corrected presentation of capitalization; sentence 2 in the exercise, added period at the end which was omitted in error; removed extra "e" from "me"; added the revision date to the end of the lesson.

LESSON 13

September 14, 2016: Moved the prime and double prime in the chart in 13.3 so that the symbols are in braille order; removed the words "Eh what?" from the end of Exercise 13; added a missing bracket in one of the examples; added the revision date at the end of the last page.

LESSON 14

March 10, 2017: Fixed simbraille on superscript and subscript in 14.6; Added upload date to the end of the lesson.

LESSON 15

June 15, 2016: 15.1a clarified the last two sentences; 15.1b removed the word "immediately" from the last sentence; 15.1d added a clarifying sentence; 15.1g changed the example; 15.1i added examples of two different types of hyperlinks; 15.1i(1) Changed sixth bullet so it matches

with instructions in 15.5 about typeforms in displayed material; 15.1i added a #4 and #5 under "do not use ..."; 15.4b clarified sentences and added another example; exercise sentence #29 removed italics from one of the words.

LESSON 16

November 21: Completely revised 16.2 to reflect the October 2019 update to UEB §7.6 released by the International Council on English Braille. In the third example under 16.3a, added a missing grade 1 symbol indicator to "y". Updated the revision date at the end of the lesson.

LESSON 17

November 20, 2019: Revised the simbraille example of a page change indicator On page 17-2 to show "page 2"; corrected the spelling of two instances of the word "principal".

LESSON 18

April 17, 2017: Removed 2nd paragraph in 18.1; updated some of the BF references; in 18.3b, revised the paragraph that starts "when a stanza..."; fixed some formatting issues; added the date to the end of the lesson.

LESSON 19

Last updated: December 11, 2024, with the following changes made from the Feb 2019 version:

- Revised 19.1e to conform to BF 1.9.5 about symbols showing breaks in thought.
- Revised 19.1d to reference the 2022 edition of the tactile graphics guidelines.
- Revised 19.2a(1) to align with Formats 2.3.3e regarding blank lines on the title page and to update the reproduction notices on the sample title pages.
- Revised 19.2a(1)[f] to reflect the current reproduction notice.
- Revised last sentence in 19.2a(2) to alleviate confusion--symbols are required on the special symbols page only if they appear in the volume.
- Revised 19.6a to reference the 2024 edition of the Rules of Unified English Braille.

- (print only) Revised 19.6a to add the missing §4.4 reference for the schwa symbol.
- (print only) Corrected a few general spacing anomalies
- (braille only) corrected a page numbering discrepancy on page 19-30.
- Updated the date at the end of the exercise to 12/11/2024.

LESSON 20

Last updated: December 18, 2024, with the following changes from the September 2015 version:

- Clarified language of last paragraph in 20.1
- Revise 20.8 to align with Formats 1.1.4—errors in print should not be corrected.
- Revised final full paragraph in lesson to reflect NLS's current name
- Corrected a few minor typos

Appendix A

Last updated: December 2, 2015