

# B 2



## Basic braille signography for the official Spanish languages



COMISIÓN  
BRAILLE  
ESPAÑOLA



# Technical Document B 2: Basic braille signography for the official Spanish languages

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## Technical documents of the Spanish Braille Commission related to braille and available in English

Technical Document B 1: Braille dimensional parameters

Technical Document B 2: Basic braille signography for the official Spanish languages

Technical Document B 4-2: Braille musicography: an approach to music writing for the use of blind people

Technical Document B 10: Spanish abbreviations on the packaging of pharmaceutical products

Technical Document B 13: Braille labelling of consumer products

Technical Document B 15: Writing in braille using the Spanish Braille Commission typeface

Technical Document B 16-1: Spanish contracted braille

Technical Document B 17: Braille signage on lift button panels

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## 1. Foreword

Four years after its first update, the *Technical Document B 2: Basic signography* returned, after its renovated version 2 from 2022, with a subtitle: *Basic braille signography for the official Spanish languages*. This change, surely the most obvious but not the only one, was a consequence of the withdrawal of the tables of braille signs for the French, German, Italian, and Portuguese languages, which were located before subchapter 11.2 in the document. The reason behind this decision lay in the new version 3 of the technical document 3-2 on the transcription of texts in languages with a Latin alphabet, which now includes more exhaustive appendices with the basic signs for those languages—English included—and with simple rules for their correct use in the transcription of texts.

Nevertheless, the need to publish in 2022 a new version of the document came as a consequence of the new items that had to be included after being approved by the CBE standing committee in 2021. Undoubtedly, the most significant one was the inclusion of a new chapter 15 on the transcription of computer-related snippets that are part of texts not directly related with this matter, such as e-mail addresses, URLs, hashtags, hyperlinks, etc., which we can find today almost anywhere. This new chapter includes the guidelines related to the transcription of hyperlinks, moved here from the section about special writing indicators in which they were located previously.

On the other hand, the official braille sign for bitcoin was added to the table of monetary units in chapter 13.

Going back to the sections that were removed from the document, chapter 13 about the Greek alphabet has been withdrawn, given that a technical document specific to the transcription of Greek texts was published a few years ago—i.e., B 12, with more exhaustive guidelines than the brief indications included in the previous version of this B 2.

As a consequence of all these new items and modifications, we had to perform changes in the numbering of chapters and subchapters, as well as the location assigned to some of them in the previous version, to make the reading of this document more coherent.

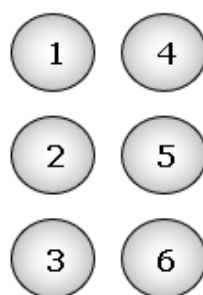
As for version 3, published in June 2023, it mainly updated some sections regarding the basic signs used for mathematics. These changes came as a consequence of the adoption by the Spanish Braille Commission, in its

2023 Plenary Session, of the new guidelines of the *Unified mathematical code for Ibero-America*, a document of the Ibero-American Braille Committee (CIB, by its acronym in Spanish) published by the ONCE, whose technical staff participated very actively in its preparation and drafting. The most significant changes refer to how fractions are now transcribed, to the splitting of different signs used for multiplication and division, and to the inclusion of a non-separating space between figures and the symbols that follow them when they designate measurement units.

## 2. The braille system

Essentially, the braille system refers to the manual, mechanical, or computer-based embossing of dot combinations in a succession of braille cells, each consisting of six dots arranged in two columns of three dots each. The 63 resulting combinations allow for the representation of all letters, numbers, punctuation marks, and many other characters regarding specific signographies (e.g., mathematics, chess, etc.)

In order to identify clearly the dots that form a specific character, these are numbered as follows:



dot 1 (upper left)  
 dot 2 (middle left)  
 dot 3 (bottom left)  
 dot 4 (upper right)  
 dot 5 (middle right)  
 dot 6 (bottom right)

Throughout this document, all references to braille characters are made using dot combinations made up of the number(s) given to each dot and always in ascending order.

Example:

*A character formed by dots 1 (upper left), 2 (middle left), and 6 (bottom right) is referred to as dot combination 126 (read «one two six», not «one hundred and twenty-six»). A dot combination 216 («two one six») would be considered wrong as the numbers are not in ascending order.*

*Dot combination 126 corresponds to the character:*



If we need to show two characters that form a single braille sign, we separate them with a hyphen (-):

Example:

*126-345 are two braille characters with three dots each. The former contains dots 1 (upper left), 2 (middle left), and 6 (bottom right). The latter is formed by dots 3 (bottom left), 4 (upper right) y 5 (middle right).*

*The dot combinations 126-345 correspond to the characters:*



To refer to the space character, i.e., a cell with no dots in it, we use 0.

Example:

*0-135-0 refers to the braille sign made up of dots 1 (upper left), 3 (bottom left), and 5 (middle right) surrounded by two space characters.*

*In braille, it is represented as:*



Occasionally, in braille it is required of a character not to be preceded or followed by other characters with dots in the columns that are closest to the character in question.

Example:



*In this case, the braille character 135 is surrounded by two characters that have no dots in the columns closest to it. Dots 4, 5, and 6 are not present in the preceding character, just like dots 1, 2, and 3 are absent in the character after it.*

These two characters are called «empty half-cell on the left» y «empty half-cell on the right», respectively.

Thus, if we need to specify that a character requires a «empty half-cell on the left», the preceding character cannot include any of the dots 4, 5, and 6. If this is not possible, then we need to put a space character in between to compensate for it. In order to represent an empty half-cell on the left,

we will use «i0» in the «Braille dots» column in the tables of signs in this document.

If a character requires to be followed by a «empty half-cell on the right», that character cannot be formed by any of the dots 1, 2, and 3. As in the previous case, if this cannot be avoided, we will add a space in between to fulfil this requirement. In order to represent an empty half-cell on the right, we will use «0d» in the «Braille dots» column in the tables.

Example:

*i0-135-0d refers to a braille sign which requires empty half-cells on both sides, and whose dot combination is made up of dots 1 (upper left), 3 (bottom left), and 5 (middle right). If, for whatever reason, the character on the left-hand side includes at least one of dots 4, 5, or 6, then we are required to place a space character in between. If it happens that the character on the right-hand side contains at least one of dots 1, 2, or 3, then we need to put a space character in between.*

In the column of the tables where the braille characters are represented you will find the following sign referring to a «empty half-cell on the left»:



When we need to refer to a «empty half-cell on the right», we will use the sign:



### 3. Braille system series

1<sup>st</sup> series

Dots: 1, 2, 4, 5



2<sup>nd</sup> series

Dots: 1, 2, 3, 4, 5



3<sup>rd</sup> series

Dots: 1, 2, 3, 4, 5, 6



4<sup>th</sup> series

Dots: 1, 2, 4, 5, 6



5<sup>th</sup> series

Dots: 2, 3, 5, 6



6<sup>th</sup> series

Dots: 3, 4, 5, 6



7<sup>th</sup> series

Dots: 4, 5, 6



## 4. Spanish braille alphabet

a	b	c	d	e	f	g	h	i	j
1	12	14	145	15	124	1245	125	24	245
k	l	m	n	ñ	o	p	q	r	s
13	123	134	1345	12456	135	1234	12345	1235	234
t	u	v	w	x	y	z			
2345	136	1236	2456	1346	13456	1356			
á	é	í	ó	ú	ü				
12356	2346	34	346	23456	1256				

## 5. Specific signs for other official Spanish languages

### 5.1. Catalan and Valencian

Braille sign	Braille dots	Ink-print	Meaning
	123456	é	«e» with acute accent
	34	í	«i» with acute accent
	246	ó	«o» with acute accent
	23456	ú	«u» with acute accent
	12356	à	«a» with grave accent
	2346	è	«e» with grave accent
	346	ò	«o» with grave accent
	12456	ï	«i» with dieresis/umlaut
	1256	ü	«u» with dieresis/umlaut
	12346	ç	cedilla
	123-5-123	l·l	double «l» with interpunct

### 5.2. Galician












Accented vowels use the same braille signs of the Spanish braille alphabet.

### 5.3. Basque




This language has no diacritics.

## 6. Orthographic signs

### 6.1. Punctuation marks

Braille sign	Braille dots	Ink-print	Meaning
	3	.	period abbreviation thousands separator
	2	,	comma decimal comma
	23	;	semicolon
	25	:	colon
	3-3-3	...	ellipsis
	26	¿?	question marks
	235	¡!	exclamation marks
	236	“” «»	quotation marks
	6-236	" <>	single quotation marks angle quotation marks
	126	(	parenthesis (opening)
	345	)	parenthesis (closing)

### 6.2. Other signs

Braille sign	Braille dots	Ink-print	Meaning
	12356	[	square bracket (opening)
	23456	]	square bracket (closing)
	5-123	{	curly brace (opening)

Braille sign	Braille dots	Ink-print	Meaning
	456-2	}	curly brace (closing)
	36	-	hyphen
	36-36	—	dash
	35	*	asterisk
	256	*	asterisk meaning incorrect, misspelled, etc. <sup>1</sup>
	3	'	apostrophe (before and after a character)
	6-2	/	slash
	6-26-2	//	double slash
	5-3	\	backward slash
	5-35-3	\\	double backward slash
	5-13	<	angle bracket (opening)
	46-2	>	angle bracket (closing)
	456-0d		vertical bar
	456-123		double vertical bar
	25-25	–	first level enumeration

<sup>1</sup> In these cases, in the original document this sign appears as a superscript sign right before the element in question. In braille, the sign will be placed preceding the element without whitespace.



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Although nowadays it is incorrect to add periods to the letters of an acronym, they can still be found in texts written before this spelling rule. When transcribing these texts into braille, these period signs should be ignored even if they appear in the original text. In this way, space is saved without altering the information.

Example:

O.N.U.

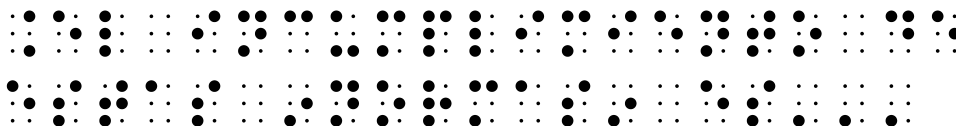


## **7.2. Capital letters as a typographic resource**

In these cases, the signs for special typographies are used. These signs are explained in Chapter 9 of this technical document.

Example:

El incumplimiento de estas NORMAS es...



In the braille labelling of consumer goods containers, the use of capital letters will not be required due to the small size of the packaging.

## 8. Numbers in braille

### 8.1. Arabic numerals

To write numbers in braille, a prefix formed by dots 3456 is used preceding the first ten letters of the alphabet.

Number prefix:

⠠

Thus, the ten digits are as follows:

a	⠠	→	1	⠠⠠
b	⠠	→	2	⠠⠠
c	⠠	→	3	⠠⠠
d	⠠	→	4	⠠⠠
e	⠠	→	5	⠠⠠
f	⠠	→	6	⠠⠠
g	⠠	→	7	⠠⠠
h	⠠	→	8	⠠⠠
i	⠠	→	9	⠠⠠
j	⠠	→	0	⠠⠠

Examples:

9 ⠠⠠ 315 ⠠⠠⠠⠠⠠



We will use dot 2 as decimal separator, just as when it is necessary to write a comma as a punctuation mark, regardless of whether a period or an apostrophe appears in the original.

Example:

73,81      73.81      73'81

⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

## 8.2. Lowercase Latin letter prefix

When we need to write one of the first ten lowercase letters of the alphabet following a number without any white space or a specific mark in between, we will use a cell with the so-called «lowercase Latin letter prefix», dot 5, separating the digits from the letters to avoid confusion.

Example:

8b

⠠⠠⠠⠠⠠⠠

If more than one letter appear, even if they are contiguous, each letter will carry its own prefix.

234ae      ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

According to this, all lowercase letters from the first series that appear in a numerical expression (regardless of their position within it) will be considered figures if they are not preceded by the lowercase Latin letter prefix.

234a5      ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠      b1d4      ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

## 8.3. Ordinal numbers

These are formed with the signs of the fifth series (see 3. *Braille system series*), which are used to write the «numbers in low position», followed by the letters «a» or «o» depending on the gender.

Example:

1.<sup>o</sup> or 1<sup>o</sup>



2.<sup>a</sup> or 2<sup>a</sup>



Ordinal numbers «primer» and «tercer» are transcribed as follows:

1.<sup>er</sup> or 1<sup>er</sup>



3.<sup>er</sup> or 3<sup>er</sup>



### 8.4. Fractional numbers

When it is necessary to transcribe a fractional number, we will write the number sign, the numerator in its normal position, and the denominator in its lower position (5<sup>th</sup> series—see 3. *Braille system series*).

Examples:

$\frac{3}{4}$

$\frac{1}{2}$

Fractional numbers can be treated differently in certain mathematical and scientific texts, where they can also be transcribed in various ways depending on the pedagogical or information purposes pursued. As an example, in a Primary Education Mathematics textbook a fraction could be presented as follows:

$\frac{1}{2}$


Note: 256 represents the division sign when it appears in the original as a solidus or a horizontal fraction/division bar (see 12. *Other frequently used signs*).

### 8.5. Roman numerals

Although Roman numerals are conventionally represented with capital letters, to transcribe them into braille it will be sufficient to use the uppercase prefix 46 only at the beginning of the number.

Examples:


M            VIII



When the Roman numerals appear in lowercase, the uppercase prefix will not be necessary in braille.

Examples:

iii            vi




If they appear in italics in the original publication (usually in lowercase) to refer to sections or subchapters—e.g., in a table of contents—marking the italics in the braille text is not necessary (v. 9. *Signs for special typographies*).

The single and double horizontal strokes that multiply the section of the number underneath by a thousand and a million, respectively, are transcribed adding dots 25 and 25-25 in each case after the latest digit affected.

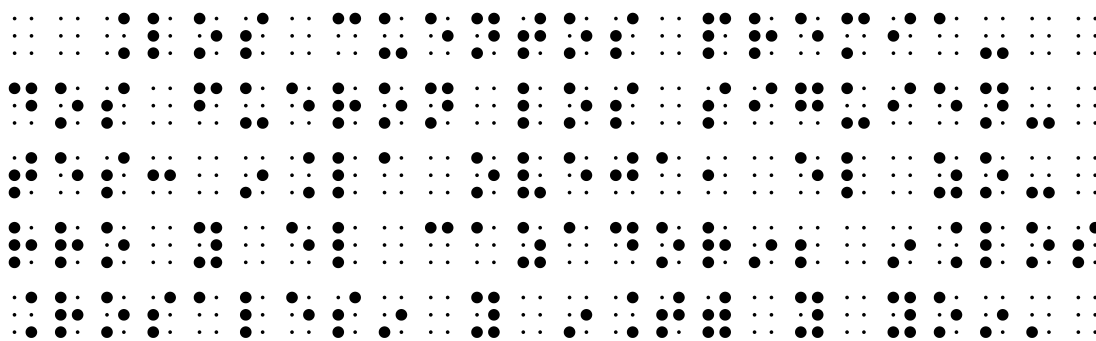
Example:

== —  
VI XL DXXI



This example represents number 6.040.521.





If it is necessary to distinguish between two special typographies in the same text, the sign 35-35 or the character 35 preceded by 56 may be used. If we need to distinguish more typographies, other prefixes may be used, which must be defined in an explanatory note. However, care will always be taken to ensure that these signs do not correspond to commonly used braille signs, such as letters of the alphabet or punctuation marks, thus avoiding possible errors in reading the text.

Braille sign	Braille dots	Meaning
⠠	35	opening and closing 1 <sup>st</sup> typography change
⠠⠠	35-35	opening and closing 2 <sup>nd</sup> typography change
⠠⠠⠠	56-35	opening and closing 3 <sup>rd</sup> typography change

These resources must be used when it is essential to differentiate between different typographic features so that the meaning of the document transcribed into braille is interpreted correctly.

Their use is not recommended when they have a purely aesthetic purpose in the original document—merely to make the design of the text more attractive without having any differentiating effect on the information given. In these cases, the inclusion in braille of special typography prefixes does not make any sense and makes reading more difficult.

## 9.2. How to denote a special character

Sometimes, we find in texts in any of the official Spanish languages words from other languages with diacritics that do not exist in our signography.

In these cases, we will add a dot 6 ⠠ before the affected letter.



## 10. Transcription of poetry

There are three options when it comes to transcribing a poetic text:

- verse by verse, separated by a line break,
- using the signs specific to poetry,
- marking the verse break using a slash.

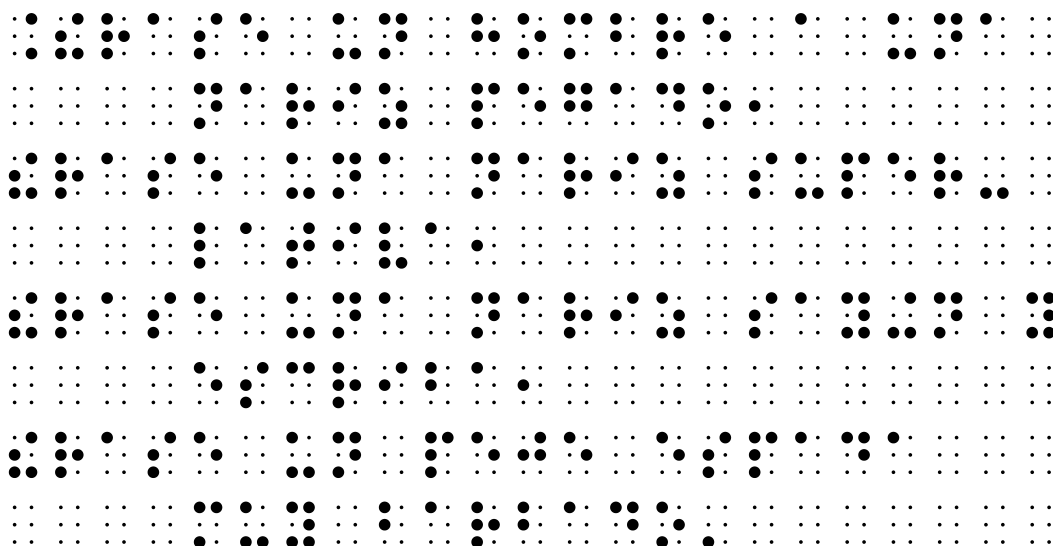
### 10.1. Verse by verse transcription

The verses are transcribed line by line, as in the printed original. If the verse does not fit on the same line, the remaining part is written on the next line preceded by four blank spaces.

Each new verse will begin in a new braille line.

Example:

*Érase un hombre a una nariz pegado,  
érase una nariz superlativa,  
érase una nariz sayón y escriba,  
érase un peje espada muy barbado.*



The layout of the braille text, if we make the correspondence in conventional characters, is as follows:

*Érase un hombre a una  
nariz pegado,  
érase una nariz super-*

*lativa,  
 érase una nariz sayón y  
 escriba,  
 érase un peje espada  
 muy barbado.*

## 10.2. Transcription using the slash<sup>3</sup>

Sometimes, the original text chooses to represent the transition from one verse to another using a specific sign, in order to take advantage of the space and not change lines. This is very common in texts in footnotes. The sign used is usually the slash for the change of verse and the double slash for the change of stanza. In braille, this representation must be scrupulously respected, since it can not only be used to transcribe poetic texts, but also line-by-line transcriptions of specific texts, palaeographic texts, etc.

Example:




*Mientras por competir con tu cabello, / oro bruñido al sol relumbra en vano; / mientras con menosprecio en medio el llano / mira tu blanca frente el lilio bello; // mientras a cada labio, por cogello, / siguen más ojos que al clavel temprano...*

The image shows the Braille transcription of the example text. It consists of ten lines of Braille. The first line corresponds to the first line of the text. The second line contains a slash sign (⠆) at the end, indicating a change of verse. The third line contains a double slash sign (⠃⠆) at the end, indicating a change of stanza. The remaining lines follow the same pattern, with slash signs at the end of lines 4, 5, 6, 7, and 8, and a double slash sign at the end of line 9. The final line (line 10) is the last line of the text and does not have a sign at the end.

<sup>3</sup> The signs for slash and double slash can be found in *Chapter 11. Metre*.

### 10.3. Signs specific to poetry

Verses can also be written continuously. To do this, the braille sign 345 is placed at the beginning of the poem, preceding the first verse, without leaving a space between this sign and the first character of the verse. After the last character of each verse (whether a letter or a punctuation mark) and immediately attached to it, the sign 126 is included. At the end of the poem, the braille sign 126 is doubled, to indicate that the text that follows is no longer part of the poem.

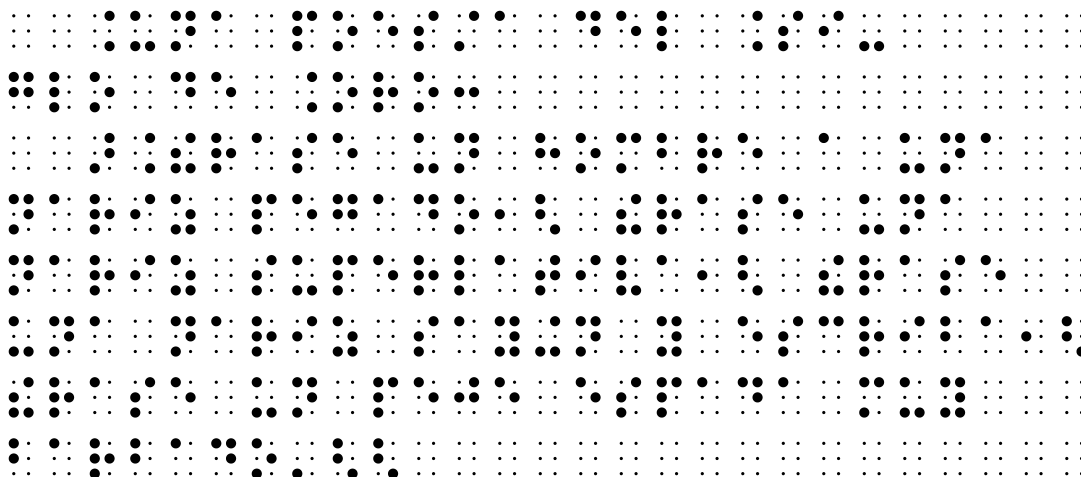
Braille sign	Braille dots	Meaning
	345	Opening poem (only in the first verse of the poem)
	126	Closing verse (in each verse)
	126-126	End of poem (at the end of the poem)

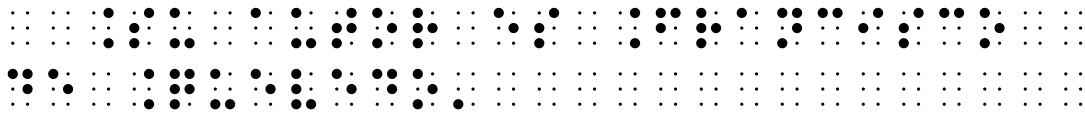
Example:

*Una poesía del Siglo de Oro:*

*Érase un hombre a una nariz pegado,  
érase una nariz superlativa,  
érase una nariz sayón y escriba,  
érase un peje espada muy barbado.*

*Su autor es Francisco de Quevedo.*





The layout of the braille text, if we make the correspondence in printed characters, is as follows (to refer to the specific signs for poetry we use 345 and 126):

*Una poesía del Si-  
glo de Oro:*

*(345)Érase un hombre a una  
nariz pegado,(126) érase una  
nariz superlativa,(126) érase  
una nariz sayón y escriba,(126)  
érase un peje espada muy  
barbado.(126-126)*

*Su autor es Francisco  
de Quevedo.*

#### **10.4. Final note**

When the transcription of a poem also includes notions of metre with its corresponding signography, the provisions of section 11 of this document will apply (see *11. Metre*).

## 11. Metre

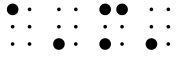
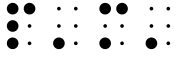










Braille sign	Braille dots	Ink-print	Meaning
	0-456-0		vertical bar, pause, foot
	0-456-123-0		double vertical bar, long pause, caesura
	6-2	/	slash, verse break
	6-26-2	//	double slash, change of stanza
	6-3	—	synaloepha

The following signs, which in print appear over the affected vowel or syllable, in braille are written preceding any of these.


Braille sign	Braille dots	Ink-print	Meaning
	6	U	short vowel or syllable
	25	—	long vowel or syllable
	256	<u>U</u>	short or long vowel or syllable

## 12. Other frequently used signs

Braille sign	Braille dots	Ink-print	Meaning
	235	+	addition
	36	-	subtraction
	235-25-36	±	plus-minus
	236	X	multiplication (cross)
	6-0d	·	multiplication (dot)
	256	/ —	division (solidus or horizontal stroke)
	5-2	: ÷ ·/·	division (signs with two dots)
	2356	=	equals
	456-356	%	percent
	456-356-356	‰	per mille
	126-46-14-345	©	copyright
	126-46-1234-345	Ⓟ	copyright for audio (phonorecord)
	126-46-123-345	Ⓒ	Copyleft
	126-46-14-46-14-345	Ⓒ	Creative Commons
	126-46-1235-345	®	registered trademark
	126-46-2345-46-134-345	™	trade mark
	126-46-234-46-134-345	SM	service mark


Braille sign	Braille dots	Ink-print	Meaning
	1-3-134-3	a. m.	in the morning
	1234-3-134-3	p. m.	in the afternoon or evening
	6-12346	&	ampersand ( <i>et</i> )
	5	@	at sign
	1345-3-135	n. <sup>o</sup>	number
	46-134-3-1	M. <sup>a</sup>	María
	46-145-3-1	D. <sup>a</sup>	<i>doña</i> (Mrs.)
	1-46-14	a. C.	before Christ
	145-46-14	d. C.	after Christ
	5-1235	†	dagger
	246-1256-135	∞	marriage
	356	»	quote reminder

### 12.1. Other signs and their use

Braille sign	Braille dots	Ink-print	Meaning
	5-2	—	strikethrough text; at the beginning and end of the affected text

Examples:

~~Camisa~~ 

Camisa 

Braille sign	Braille dots	Ink-print	Meaning
	346	§	paragraph

Examples:

§12

§a

Braille sign	Braille dots	Ink-print	Meaning
	146	¶	section

Examples:

¶12

¶a

### 13. Symbols of the main currencies

Symbols for currencies are usually preceded by the sign ⠠ (456):

Braille sign	Braille dots	Ink-print	Meaning
⠠⠠	456-15	€	euro
⠠⠠	456-234	\$	dollar
⠠⠠⠠	456-12-234	Bs	bolivar
⠠⠠	456-14	₡	colon
⠠⠠	456-1234	\$	peso
⠠⠠	456-1235	R\$	real
⠠⠠	456-134	DM	German mark
⠠⠠	456-13456	¥	yen
⠠⠠	456-12	₿ ₮	bitcoin

Except in these cases:

Braille sign	Braille dots	Ink-print	Meaning
⠠⠠	45-14	¢	cent
⠠⠠	5-2346	£	sterling pound

Examples:

£10      ⠠⠠⠠⠠⠠⠠

\$10 = 1000 ¢      ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

5\$=4,23€      ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠



## 14.2. Temperature measurements

Braille sign	Braille dots	Ink-print	Meaning
	356-46-14	°C	degree Celsius
	356-46-124	°F	degree Fahrenheit
	46-13	K	Kelvin

Examples:

25 °C 65 °F

## 14.3. Time measurements

They will be transcribed as they appear in the original, leaving a blank space between figures and symbols when present.

Examples:

10 h 15 min 52 s

son las 18:56

## 14.4. Area and volume measurements

To represent exponents 2 and 3 that accompany the units of measurement that refer to the idea of area and volume, respectively, the braille sign formed by points 16 (superscript sign) is used preceding numbers 2 or 3 as appropriate.

Braille sign	Braille dots	Meaning
	16	superscript

Examples:

20 cm<sup>2</sup>

⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨

400 cm<sup>3</sup>

⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨

### **14.5. Scales of plans and maps**

1:100

⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨

### **14.6. Related units**

km/h

⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨⠠⠨

## 15. Main computer signs that appear in non-computer texts

### 15.1. E-mail addresses

- The characters for the at sign and the dot will be represented, respectively, with their corresponding signs: dot 5 for the at sign and 3 for the period.

Braille sign	Braille dots	Ink-print	Meaning
	5	@	at sign
	3	.	period

Example:

[cbes@once.es](mailto:cbes@once.es)

- If the address contains numbers, these will be written in computerised braille.

Braille sign	Braille dots	Ink-print	Meaning
	16	1	1 in computerised braille
	126	2	2 in computerised braille
	146	3	3 in computerised braille
	1456	4	4 in computerised braille
	156	5	5 in computerised braille
	1246	6	6 in computerised braille
	12456	7	7 in computerised braille

Braille sign	Braille dots	Ink-print	Meaning
	1256	8	8 in computerised braille
	246	9	9 in computerised braille
	346	0	0 in computerised braille

Example:

[cbes2021@once.es](mailto:cbes2021@once.es)

- When the address appears between text, in braille it will be preceded and followed by the braille sign formed by dots 35.

Example:

En [cbes@once.es](mailto:cbes@once.es) nos puedes preguntar.

- If it is necessary to cut the text of the email address, it will be done coinciding with the at or period signs, which will go on the next line.

Example:

Nos puedes preguntar en [cbes@once.es](mailto:cbes@once.es).

- If the email address is written on an isolated line, it will not be preceded or followed by the braille signs formed by dots 35.

Example:

Nos puedes preguntar en:

[cbes@once.es](mailto:cbes@once.es)

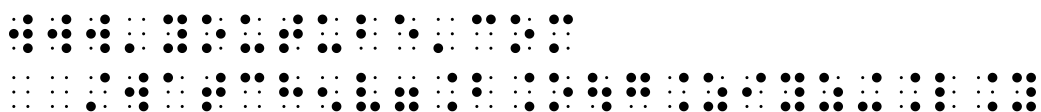


- Even if there are empty spaces left at the end of the line, the URL will go in a separate line.
- In the event that the URL requires more than one line, we can use the following cutting rules in order of preference:
  - At a slash (/).
  - At a period (.).
  - Were none of these possible, wherever we can, as long as any prefix and the letter affected remain always together.
  - We will never use a hyphen at the end of the line.
  - The overflowing text in the next line will be preceded by an indentation of two spaces.

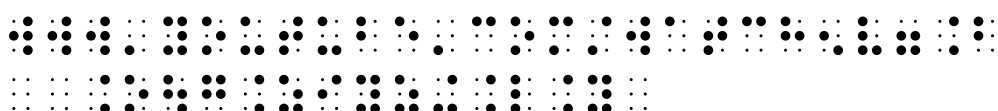
Examples:

<https://www.youtube.com/watch?v=BO8gZiyz0LY>

- If we cut the URL at a slash, the sign will only appear on the next line.



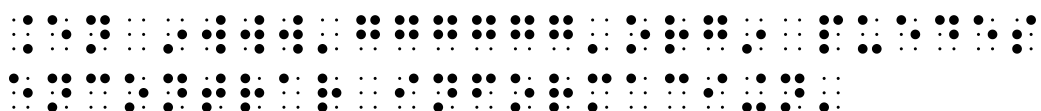
- If we cut it coinciding with a capital letter, the corresponding prefix and the letter it affects will always go together in the same line, regardless of which line it is.



- If the URL is between text, it will be preceded and followed by the braille sign 35.

Example:

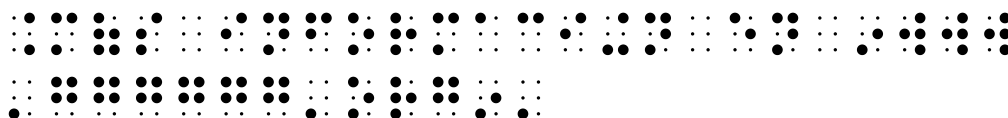
En [www.gggggg.org](http://www.gggggg.org) puedes encontrar información.



- If we need to cut an URL that is part of a text because we have reached the end of the line, we will follow the above-mentioned cutting rules, except for the two-space indentation.

Example:

Más información en [www.gggggg.org](http://www.gggggg.org).



### 15.3. Hashtags

- Computerised braille signs will be used to write letters, numbers, and punctuation marks.

Example:

#naturaleza:18



- In hashtags, the distinction between uppercase and lowercase letters is important, so the letters that are capitalized will be preceded by the corresponding prefix.

Example:

#NaturalezaSalvaje



Do not forget that the figures that appear after the # sign in braille will always be written using their computerised braille signs.

Examples:

#7d24h



#gd24h



### 15.4. Sign to mark the beginning and end of a hyperlink

In print, when you want to indicate that a text refers to a link or hypertext and not to a URL, it is usually represented underlined and/or in a different color. In braille, the following sign will be used at the beginning and end of said text (points 6-36):



**Technical Documents  
of the Spanish Braille Commission**

