Notes for the Assignment 1 Answer Key

General

Line Spacing
- Materials for Pre-Kindergarten through First Grade are double-spaced.
- There should be 2 blank lines between a title/centered heading and directions.

Title/Centered Heading
- Count the number of cells needed to transcribe the title in braille, subtract this number from the total number of cells in a line (32 or 40), then divide by 2. This will give you the starting point for centering.
- Remember, after the title, there are 2 blank lines before directions.

Directions
- When directions precede unnumbered problems, directions begin in cell 3 with runover lines beginning in cell 1.
- When directions precede numbered problems, they begin in cell 5 with runover lines beginning in cell 3.

Opening Nemeth Code Indicator and Nemeth Code Terminator
- An opening Nemeth code indicator can be placed at the end of a line of literary text OR on its own line.
- A Nemeth Code terminator can also be placed after the math ends (on the same line) OR on its own line.
- When deciding where to place each of these indicators, consider consistency and clarity to the braille reader.
- Do not place a Nemeth Code terminator immediately after the last problem in a spatial layout (on the same line). Place it on the following line in cell 1.
- **Keep Nemeth elements on the same line whenever possible. In another words, do not divide an expression or equation across 2 lines unless absolutely necessary.**

Single-Word Switch Indicator
- When a single-word standing alone occurs between 2 math expressions, a single-word switch indicator (dots 6-3) may be used in Nemeth Code to indicate that the following word is in UEB.
- If the single-word switch indicator is used, then it should be used throughout the transcription.
- If you choose not to use a single-word switch indicator, then you should not use it anywhere. Consistency is the key!
- When not using the single-word switch indicator, do not use contractions within Nemeth Code.

Numbering Problems
- When you are in Nemeth Code, use Nemeth numbers.
- Otherwise use UEB numbers.

Fill in the Blank
- When the long dash _____ is used to represent a missing number in print, use dots 3-6 four times in Nemeth.
- Generally, place a space before and after a long dash unless there is a mark of punctuation next to it.
- When an empty space or **?** is used to represent a missing number, sign of operation, or sign of comparison in print, use the general omission symbol, which is a full braille cell (dots 1-2-3-4-5-6), in Nemeth. Ex: ?+4 = 9.
- Space the general omission symbol the same way you space what it replaces.

Formatting Numbered Multiple Choice Problems
- Format multiple choice questions by beginning the question in cell 1 with runover in cell 5.
- Answer choices begin in cell 3 with runover in cell 5.

Spatial Problems
- The addition or subtraction sign goes one cell to the left of the widest number above the separation line.
- The separation line is one cell longer on either side of the widest part of the problem.
- You must have at least 1 or 2 cells between the separation lines of multiple problems on the same line.

Page Numbers
- The braille page number always goes in the bottom right corner on the last line of each page using UEB numbers.

CAUTION: Be sure and use the opening Nemeth Code indicator and the Nemeth Code terminator everywhere needed in each worksheet!!

Worksheet 1

- In Problems 1 – 4, all numbers need a numeric indicator, including numbers that follow a **?** (question mark).
- Problem 10 should have a tactile representation of the purple circle. The shape indicator, followed by the letter c should not be used because of the age of the student. The shape indicator is not used until a student is in fourth grade.
- In the fourth set of directions (preceding problem 13), you could also choose not to use the single-word switch indicator before the word "or".

- There are multiple ways that problem 16 could be brailled. Three ways have been included, using the single-word switch indicator, within the braille answer key. In addition, you could also choose not to use the single-word switch indicator before the word "or".
- You could choose not to use the single-word switch indicator before the word "and" in problem 17. If the single-word switch indicator is not used, the wordsign for "and" cannot be used.

Worksheet 2

- Make sure that you use an opening Nemeth Code indicator before (and above) the first problem and a Nemeth Code terminator below the last row of problems.
- There can be 1 or possibly 2 blank cells between the end of a separation line and the beginning of a separation line for the next problem.
- It is also okay to leave 2 blank lines between the rows of problems. Then there would be space for the student to write their answers.

Worksheet 3

- Problems 1 – 2 have multiple choice answers with capital letters and no period. Problems 3 – 4 have multiple choice answers with lowercase letters and a period.
- Do not split a multiple choice problem across 2 pages whenever possible.

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LESSON 6 -- PROBLEMS

#a. I am thinking of a number :

    #4x _ #6 #8

    #7 #7a #4x6 #c #_____ #_5b

    #4x6 #c #_____ #c5_

#b. I am thinking of a number :

    #4x _ #6 #8 #6_

    #7 #4x6 #c #_____ #_5b

    #4x6 #c #_____ #c5_

#c. I am thinking of a number #7 #8 #b

    problem : #4x _ #6 #8

    #7 #7a #4x6 #c #_____ #_5b

    #4x6 #c #_____ #c5_   #g

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Braille text (uncontracted/contracted, best reading)

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