

Appendix 1: Shortforms List

Approved July 12, 2022

This Appendix provides the Shortforms List and following it, the rules used to determine whether a word may be added to the list. The Shortforms List is maintained by the ICEB Code Maintenance Committee.

Refer to: Section 10.9, Contractions, for the rules on the use of shortforms.

The list

The Shortforms List consists of:

- The 75 shortforms as stated in Section 10.9
- Any word which meets the provisions of Section 10.9.3
- Any word specifically listed in this appendix

Added "s" and apostrophe "s"

An "s" or apostrophe "s" may be added to any word on the list, as per Section 10.9.5 with the following three exceptions:

abouts ⠠⠢⠠⠠⠠⠠⠠⠠

almosts ⠠⠢⠠⠠⠠⠠⠠⠠⠠

hims ⠠⠢⠠⠠⠠⠠

about ⠠⠢⠠⠠

aboutface

aboutfaced

aboutfacer

aboutfacing

aboutturn

aboutturned

eastabout	gadabout	hereabout
knockabout	layabout	northabout
rightabout	roundabout	roustabout
runabout	southabout	stirabout
thereabout	turnabout	walkabout
westabout	whereabout	

above ⠠⠠⠠⠠

aboveboard	aboveground	abovementioned
hereinabove		

according ⠠⠠⠠

accordingly	unaccording	unaccordingly
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across ⠠⠠⠠⠠

readacross		
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after ⠠⠠⠠

afterbattle	afterbirth	afterbreakfast
afterburn	afterburned	afterburner
afterburning	aftercare	afterclap
aftercoffee	afterdamp	afterdark
afterdeck	afterdinner	afterflow
aftergame	afterglow	afterguard
afterhatch	afterhatches	afterhour
afterlife	afterlight	afterlives
afterlunch	afterlunches	aftermarket

aftermatch	aftermatches	aftermath
aftermeeting	aftermentioned	aftermidday
aftermidnight	aftermost	afterpain
afterparties	afterparty	afterpiece
afterplay	aftersale	afterschool
aftersensation	aftershave	aftershock
aftershow	aftershower	aftersupper
aftertaste	aftertax	aftertaxes
aftertea	aftertheater	aftertheatre
afterthought	aftertime	aftertreatment
afterword	afterwork	afterworld
hereafter	hereinafter	morningafter
thereafter	thereinafter	whereafter
whereinafter		

afternoon ⠠⠠⠠⠠

afternoontea	goodafternoon	midafternoon
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afterward ⠠⠠⠠⠠**again** ⠠⠠⠠

hereagain	hereinagain	thereagain
thereinagain	whereagain	whereinagain

against ⠠⠠⠠⠠

hereagainst	thereagainst	whereagainst
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almost ⠠⠠⠠⠠

already ⠠⠠⠠⠠

also ⠠⠠⠠

although ⠠⠠⠠⠠

altogether ⠠⠠⠠⠠

always ⠠⠠⠠⠠

because ⠠⠠⠠

before ⠠⠠⠠

beforehand

beforementioned

behind ⠠⠠⠠

behindhand

below ⠠⠠⠠

belowdeck

belowground

belowmentioned

beneath ⠠⠠⠠

beneathdeck

beneathground

beside ⠠⠠⠠

between ⠠⠠⠠

betweendeck

betweentime

betweenwhile

beyond ⠠⠠⠠

blind ⠠⠠⠠

Use the shortform for "blind" if it begins a word and is not followed by a vowel or "y". See Sections 10.9.3 (c) and 10.9.4.

Other words in which “blind” may be used:

colorblind	colorblindness	
colorblindnesses	colourblind	
colourblindness	colourblindnesses	
deafblind	DeafBlind	deafblindness
deafblindnesses	purblind	purblindly
purblindness	purblindnesses	snowblind
snowblindness	snowblindnesses	unblindfold
unblindfolded	unblindfolding	

braille ⠠⠠⠠⠠

Use the shortform for “braille” wherever it occurs. See Sections 10.9.3 (a) and 10.9.4.

children ⠠⠠⠠

Use the shortform for “children” wherever it occurs provided it is not followed by a vowel or “y”. See Sections 10.9.3 (b) and 10.9.4.

Other word in which “children” may be used:

children'swear

conceive ⠠⠠⠠⠠

conceived conceiver

conceiving ⠠⠠⠠⠠⠠

could ⠠⠨⠠⠠

coulda	couldest	couldn't
couldn't've	couldst	could've

deceive ⠠⠨⠠⠠⠠

archdeceiver	deceived	deceiver
undeceive	undeceived	undeceiver

deceiving ⠠⠨⠠⠠⠠⠠

undeceiving

declare ⠠⠨⠠⠠⠠

declared	declarer	undeclare
undeclared		

declaring ⠠⠨⠠⠠⠠⠠**either** ⠠⠨⠠⠠**first** ⠠⠨⠠⠠

Use the shortform for "first" if it begins a word and is not followed by a vowel or "y". See Sections 10.9.3 (c) and 10.9.4.

Other words in which "first" may be used:

feetfirst	firstaid	firstaider
headfirst	tailfirst	

friend ⠠⠨⠠⠠

Use the shortform for "friend" if it begins a word and is not followed by a vowel or "y". See Sections 10.9.3 (c) and 10.9.4.

Other words in which “friend” may be used:

befriend	boyfriend	defriend
galfriend	gentlemanfriend	gentlemenfriends
girlfriend	guyfriend	ladyfriend
manfriend	menfriends	penfriend
schoolfriend	unfriend	unfriendlier
unfriendliest	unfriendliness	unfriendlinesses
unfriendly	womanfriend	womenfriends

good ⠠⠠⠠

Use the shortform for “good” if it begins a word and is not followed by a vowel or “y”. See Sections 10.9.3 (c) and 10.9.4.

Other words in which “good” may be used:

feelgood	goodafternoon	gooder
goodest	goodevening	goodie
goodish	goodun	goody
goodyear	scattergood	supergood

great ⠠⠠⠠⠠

Use the shortform for “great” wherever it occurs. See Sections 10.9.3 (a) and 10.9.4.

herself ⠠⠠⠠⠠

him ⠠⠠⠠

himbo	himboes
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himself ⠠⠠⠠⠠

immediate ⠠⠠⠠⠠

immediately

immediateness

its ⠠⠠⠠**itself** ⠠⠠⠠**letter** ⠠⠠⠠

Use the shortform for “letter” if it begins a word and is not followed by a vowel or “y”. See Sections 10.9.3 (c) and 10.9.4.

Other words in which “letter” may be used:

bloodletter

chainletter

hateletter

lettered

letterer

lettering

letteropener

loveletter

newsletter

reletter

relettered

relettering

unlettered

little ⠠⠠⠠

Use the shortform for “little” if it begins a word and is not followed by a vowel or “y”. See Sections 10.9.3 (c) and 10.9.4.

Other words in which “little” may be used:

belittle

belittled

belittlement

belittler

much ⠠⠠⠠

forasmuch

inasmuch

insomuch

muchly

muchness

overmuch

must ⠠⠠⠠⠠

musta	mustard	mustardy
mustier	mustiest	mustily
mustiness	mustn't	mustn't've
must've	musty	

myself ⠠⠠⠠⠠⠠**necessary** ⠠⠠⠠⠠⠠

unnecessary

neither ⠠⠠⠠⠠**oneself** ⠠⠠⠠⠠**ourselves** ⠠⠠⠠⠠⠠**paid** ⠠⠠⠠

highlypaid	illpaid	lowlypaid
overpaid	poorlypaid	postpaid
prepaid	repaid	underpaid
unpaid	unrepaid	wellpaid

perceive ⠠⠠⠠⠠⠠

apperceive	apperceived	apperceiver
misperceive	misperceived	misperceiver
perceived	perceiver	unperceive
unperceived		

perceiving ⠠⠠⠠⠠⠠⠠

apperceiving

misperceiving

unperceiving

perhaps ⠠⠠⠠⠠

perhapses

quick ⠠⠠⠠

Use the shortform for “quick” if it begins a word and is not followed by a vowel or “y”. See Sections 10.9.3 (c) and 10.9.4.

Other words in which “quick” may be used:

doublequick

quicken

quickenened

quickener

quickenening

quicker

quickest

quickie

quickish

quickishly

quicky

superquick

unquick

receive ⠠⠠⠠⠠

preceive

preceiver

received

receiver

receivership

unreceived

receiving ⠠⠠⠠⠠⠠

preceiving

rejoice ⠠⠠⠠⠠

rejoiced

rejoiceful

rejoicefully

rejoicefulness

rejoicer

unrejoice

unrejoiced

unrejoiceful

unrejoicefully

unrejoicefulness

unrejoicer

rejoicing ⠠⠠⠠⠠

rejoicingly

unrejoicing

unrejoicingly

said ⠠⠠⠠

aforesaid

foresaid

gainsaid

missaid

saidest

saidst

unsaid

should ⠠⠠⠠

shoullda

shouldest

shouldn't

shouldn't've

shouldst

should've

such ⠠⠠⠠

nonesuch

nonsuch

somesuch

suchlike

themselves ⠠⠠⠠⠠⠠**thyself** ⠠⠠⠠⠠**today** ⠠⠠⠠**together** ⠠⠠⠠⠠

togetherness

tomorrow ⠠⠠⠠**tonight** ⠠⠠⠠

would ⠠⠺⠠⠼⠠⠽

'twould

'twoulda

'twouldn't

'twouldn't've

'twould've

woulda

wouldest

wouldn't

wouldn't've

wouldst

would've

your ⠠⠽⠠⠺⠠⠽**yourself** ⠠⠽⠠⠺⠠⠽⠠⠺⠠⠽

do-it-yourselfer

yourselves ⠠⠽⠠⠺⠠⠽⠠⠺⠠⠽⠠⠺⠠⠽**Rules for list construction**

Following a recommendation by an ICEB member braille authority, the Code Maintenance Committee will consider new words to be added to the Shortforms List. The following rules are taken into account when considering the addition of a word.

Shortforms as words

1. The 75 shortforms of Unified English Braille are on the Shortforms List.

Shortforms as parts of longer words

2. When a shortform is part of a longer word, add the longer word to the Shortforms List provided that:
 - (a) the longer word retains an original meaning and the original spelling of the shortform; and
 - (b) use of the shortform is not prohibited by rules 3–5 which follow.

Examples:

ahimsa ⠠⠠⠠⠠⠠⠠

lacrosse ⠠⠠⠠⠠⠠⠠⠠⠠

drafter ⠠⠠⠠⠠⠠⠠

declaration ⠠⠠⠠⠠⠠⠠⠠⠠⠠

braillist ⠠⠠⠠⠠⠠⠠⠠⠠

marabout ⠠⠠⠠⠠⠠⠠

mustache ⠠⠠⠠⠠⠠⠠

mustang ⠠⠠⠠⠠⠠⠠

muster ⠠⠠⠠⠠

rafter ⠠⠠⠠⠠⠠

shoulder ⠠⠠⠠⠠⠠⠠

necessarily ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

3. Do not add a longer word to the Shortforms List if using the shortform in it would create another word.

Examples:

abouts ⠠⠠⠠⠠⠠⠠ [not] ⠠⠠⠠⠠ [abdominal muscles]

acrosses ⠠⠠⠠⠠⠠⠠⠠⠠ [not] ⠠⠠⠠⠠⠠

again ⠠⠠⠠⠠⠠ [not] ⠠⠠⠠

almosts ⠠⠠⠠⠠⠠⠠ [not] ⠠⠠⠠⠠

hims ⠠⠠⠠⠠ [not] ⠠⠠⠠⠠ [as in *HMS Pinafore*]**after, blind and friend**

4. When the shortform for “after”, “blind” or “friend” is part of a longer word and is followed by a vowel or a “y”, do not add the longer word to the Shortforms List.

Examples:

blinded ⠠⠠⠠⠠⠠⠠ blinding ⠠⠠⠠⠠⠠⠠

aftereffect ⠠⠠⠠⠠⠠⠠⠠⠠⠠

afterimage ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

befriended ⠠⠠⠠⠠⠠⠠⠠

be and con shortforms

5. When any of the shortforms that begin with “be” or “con” are within a longer word, do not add the longer word to the Shortforms List unless the letters the shortform represents begin the longer word.

Examples:

hereinbefore ⠠⠠⠠⠠⠠⠠⠠⠠⠠

inbetween ⠠⠠⠠⠠⠠⠠⠠

misconceived ⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠

Interior indicators

6. A word which meets the provisions of Section 10.9.2, Shortforms as part of longer words; and which additionally contains an interior indicator or terminator (other than within the shortform itself) may be considered for special inclusion on the Shortforms List if the word in this format has specific significance.

Example:

DeafBlind ⠠⠠⠠⠠⠠⠠⠠