# Note-Taking: Creating Notes for Yourself

## The Braillists Foundation

<https://braillists.org>

## Ways to Write Notes

* There are a variety of ways to write notes for yourself using braille.
* On a phone: you can write notes using your phone paired with a braille display, or if using iOS, by typing in braille screen input.
* On your PC: you can use a refreshable braille display with your computer, and some screen-readers, such as NVDA, allow you to input directly using six key braille entry.
* Directly on the display or note-taker: many displays have stand-alone note-taking features which you can use.
* Using a perkins brailler: if you want to produce hard copy notes, you can use a perkins brailler.
* Using a slate and stylus: this is a much more portable solution compared with a perkins, and allows you to take hard copy notes on the go.

Do I need to write correctly?

That's up to you. If you're writing using a braille display with automatic translation, you'll probably want to make sure your braille is slightly more accurate, especially if you're going to transfer the document to a PC. However, if you're writing a note on paper for yourself, the main thing is that you understand it. If you want to shorten words so that it takes up less space, you can do that.

## How can I write notes on an existing document?

This can be a little tricky, and it depends on how you're approaching the task. If you are working through a document from start to finish, you can make edits as you go. However, if you want to add an item to an agenda you may either want to open a separate document, or make use of the find feature on your display or PC, so that you can return to your place after. Some braille displays also allow for a bookmarking feature.

## How can I mark items as complete on a braille to do list?

There are several ways to do this. The easiest way is to scratch out the start of the first word on the line. If it's a numbered list, you can just scratch out the number to let yourself know that you've completed that task. You could also use bump-ons or something similar, however this is an expensive way to do it.

## How can I take notes while I'm on the move?

This is tricky, as invariably braille requires two hands and a cane or guide dog requires one hand. If you're standing up and having a conversation with someone, you can use braille screen input by balancing the phone on your thumbs and writing using your fingers. If your braille display case has a shoulder strap, you can bring the display around to the front of your body and write it that way.