## Language Manual

HQ, CO, and HD British English

## Language Manual: HQ, CO, and HD British English

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## 1 General

This document discusses certain aspects of text-to-speech processing for the British English text-to-speech system, in particular the different types of input characters and text that are allowed.

This version of the document corresponds to the High Quality (HQ) and Colibri (CO) British English voices.

Please note that the User's Guide, mentioned several times in the manual, is called Help in some applications.

Note: For efficiency reasons, the processing described in this document has a different behaviour in some Acapela Group products. Those products are:

- Acapela TTS for Windows Mobile
- Acapela TTS for Linux Embedded
- Acapela TTS for Symbian

For these products, the default processing of numbers, phone numbers, dates and times has been simplified for the low memory footprint (LF) voice formats. Developers have the possibility to change the default behaviour from simplified to normal preprocessing by setting corresponding parameters in the configuration file of the voice. Please see the documentation of these products for more information. In the following chapters, each simplification will be described by the indication [not SP] following the description of the standard behaviour. The SP in the indication stands for Simplified Processing.

## 2 Letters in orthographic text

Characters from $A-Z$ and $a-z$ may constitute a word. Certain other characters are also considered as letters, notably those used as letters in other European languages, i.e. $\tilde{n}, c ̧$, é. These letters are not pronounced as in their native languages though, they are pronounced as regular $n, c, e$ when occurring in a word

Characters outside of these ranges, i.e. numbers, punctuation characters and other non-alphanumeric characters, are not considered as letters.

## 3 Punctuation characters

Punctuation marks appearing in a text affect both rhythm and intonation of a sentence. The following punctuation characters are permitted in the normal input text string: , : ;"". ? ! () [] \{\}

### 3.1 Comma, colon and semicolon

Comma ',', colon ':' and semicolon ';' cause a brief pause to occur in a sentence, accompanied by a small rising intonation pattern just prior to the character.

### 3.2 Quotation marks

Quotes '/"川' appearing around a single word or a group of words cause a brief pause before and after the quoted text.

### 3.3 Full stop

A full stop '.' is a sentence terminal punctuation mark which causes a falling end-ofsentence intonation pattern and is accompanied by a somewhat longer pause. A full stop may also be used as a decimal marker in a number (see chapter Number processing) and in abbreviations (see chapter Abbreviations).

### 3.4 Question mark

A question mark '?' ends a sentence and causes question-intonation, first rising and then falling.

### 3.5 Exclamation mark

The exclamation mark '!' is treated in a similar manner to the full stop, causing a falling intonation pattern followed by a pause.

### 3.6 Parentheses

Parenthesis '()', brackets ' [] ', and braces ' $\}$ ' appearing around a single word or a group of words cause a brief pause before and after the bracketed text.

## 4 Other non alphanumeric characters

### 4.1 Non-punctuation characters

The characters listed below are processed as non-letter, non-punctuation characters. Some are pronounced at all times and others are only pronounced in certain contexts, which are described in the following sections of this chapter.

Table 4.1. Non-punctuation characters

| Symbol | Reading |
| :--- | :--- |
| $/$ | slash |
| + | plus |
| $\$$ | dollar |
| $£$ | pound |
| $€$ | euro |
| $\nexists$ | yen |
| $<$ | less than |
| $>$ | greater than |
| $\%$ | percent |
| $\wedge$ | circumflex |
| $\boldsymbol{l}$ | pipe |
| $\sim$ | tilde |
| $@$ | at |
| $=$ | equals |
| 2 | (see below) |
| 3 | (see below) |
| - | (see below) |
| $*$ | (see below) |

4.2 The ${ }^{2}$ and ${ }^{3}$ signs

The reading of expressions with ${ }^{2}$ and ${ }^{3}$ is:

## Expression

mm ${ }^{2}$
$\mathrm{cm}^{2}$
$\mathrm{m}^{2}$
km ${ }^{2}$
$\mathrm{mm}^{3}$

## Reading

millimeters squared
centimeters squared
meters squared
kilometers squared
millimeters cubed

## Expression

$\mathrm{cm}^{3}$
$\mathrm{m}^{3}$
$\mathrm{km}^{3}$

## Reading

centimeters cubed
meters cubed
kilometers cubed

### 4.3 Symbols whose pronunciation varies depending on the context

### 4.3.1 Hyphen

A hyphen '-' is pronounced minus in two cases:

1. if followed by a digit and no other digit is found in front of the hyphen, i.e. as in the pattern $-X$ but not in $X-Y$ or $X-Z$ where $X, Y$, and $Z$ are numbers.
2. if followed by a digit and an equals sign ' $=$ ', i.e. as in the pattern $X-Y=Z$. Space is allowed between digits, hyphen and equals sign.

If there is no equals sign, as in $\mathrm{X}-\mathrm{Y}$ or $\mathrm{X}-\mathrm{Z}$, the hyphen is pronounced dash.
In certain date formats, in between days or years, the hyphen is pronounced to. In other cases the hyphen is never pronounced.

## Expression

-3
44-3
$44-3=41$
$44-3=41$
15-20 October
6-10 Nov
1998-2004

02-02-2002
low-income
mother-in-law

## Reading

minus three
forty-four dash three
forty-four minus three equals forty-one
forty-four minus three equals forty-one
the fifteenth to twentieth of October
[not SP]
the sixth to tenth of November
[not SP]
nineteen ninety-eight to two thousand and
four
the second of February two thousand and two
low income
mother in law

### 4.3.2 Asterisk

Asterisk ${ }^{*}{ }^{\prime}$ is pronounced multiplied by if enclosed by digits and followed by equals sign ' $=$ '. In other cases it is pronounced asterisk.

## Expression

2*3
$2 * 3=6$
*bc

## Reading

two asterisk three
two multiplied by three equals six
asterisk b c

## 5 Number Processing

Strings of digits that are sent to the text-to-speech converter are processed in several different ways, depending on the format of the string of digits and the immediately surrounding punctuation or non-numeric characters. To familiarise the user with the various types of formatted and non-formatted strings of digits that are recognised by the system, we provide below a brief description of the basic number processing along with examples. Number processing is subdivided into the following categories:

Full number pronunciation
Leading zero
Decimal numbers
Currency amounts
Ordinal numbers
Arithmetic operators
Mixed digits and letters
Time of day
Dates
Telephone numbers

### 5.1 Full number pronunciation

Full number pronunciation is given for the whole number part of the digit string.

## Example

2425
2,425
2425
24.25
full number
full number
full number
24 is a full number, 25 is the decimal part

Numbers denoting thousands, millions and billions (numbers larger than 999) may be grouped using space or comma (not full stop). In order to achieve the right pronunciation the grouping must be done correctly.

The rules for grouping of numbers are the following:

- Numbers are grouped in groups of three starting at the end.
- The first group in a number may consist of one, two, or three digits.
- If a group, other than the first, does not contain exactly three digits, the sequence of digits is not interpreted as a full number.
- The highest number read is 999999999999 (twelve digits). Numbers higher than this are read as separate digits.


## Number

2580
2580
2,580
25800
25800
25,800
2580350

2580350
2,580,350
1000000000
23456789012

1234567890123

## Reading

two thousand five hundred and eighty
"
"
twenty-five thousand eight hundred
"
two million five hundred and eighty thousand three hundred and fifty
"
"
one billion
twenty-three billion four hundred and fifty-six million seven hundred and eighty-nine thousand and twelve
one two three four five six seven eight nine zero one two three

### 5.2 Leading zero

Numbers that begin with $O$ (zero) are read digit by digit.

## Number

$$
09253
$$

020

## Reading

 zero nine two five three zero two zero
### 5.3 Decimal numbers

Comma or full stop may be used when writing decimal numbers.
The full number part of the decimal number (the part before comma or full stop) is read according to the rules in the section Full number pronunciation. The decimals (the part after comma or full stop) are read as separate digits. Note: A number containing a comma followed by exactly three digits is not read as a decimal number but as a full number, following the rules in the section Full number pronunciation.

## Number

16.234
3.1415
1251.04

1,251.04

2,50

## Reading

sixteen point two three four
three point one four one five
one thousand two hundred and fifty-one point zero four
one thousand two hundred and fifty-one point zero four two comma five zero

## Number

2.50

3,141

## Reading

two point five zero
three thousand one hundred and forty-one

### 5.4 Currency amounts

The following principles are followed for currency amounts:

- Numbers with zero, one, or two decimals preceded or followed by either the currency markers $£, \$, \not \equiv$ or $€$ or the abbreviations $E U R$, USD or DM are read as currency amounts.
- Numbers with zero, one, or two decimals followed by the words pounds, dollars, yen or euros (singular or plural) are read as currency amounts.
- Accepted decimal markers are comma ',' and full stop '.'.
- The decimal part (consisting of one or two digits) in currency amounts is read as and $n n$ pence, and $n n$ cents, or and $n n$ pfennigs respectively.
- If the decimal part is 00 it will not be read.

| Example | Reading |  |
| :--- | :--- | :--- |
| $\$ 15.00$ | fifteen dollars |  |
| 15.00 USD | fifteen dollars | [not SP] |
| $15.00 £$ | fifteen pounds |  |
| 15.00 euros | fifteen euros | [not SP] |
| 15.00 EUR | fifteen euros | [not SP] |
| $€ 200.50$ | two hundred euros and fifty cents |  |
| 15.45 DM | fifteen deutschmarks and forty-five pfennigs | [not SP] |
| $1,000,000 ¥$ | one million yen |  |

There is also the possibility of writing large amounts as follows:
\$ 1 million one million dollars

### 5.5 Ordinal numbers

Numbers are read as ordinals in the following cases:

- The number is followed by a month name or one of the month name abbreviations and the number is smaller or equal to 31 . The number may be preceded by a day or an abbreviation for a day.
- The number consists of a day interval followed by a month nameabbreviation.
- The number is followed by $s t, n d, r d, t h, d$.

The valid abbreviations for months are: Jan, Feb, Mar, Apr, Jun, Jul, Aug, Sept, Oct, Nov, and Dec.

The valid abbreviations for days are: Mon, Tue, Wed, Thu, Thurs, Fri, Sat, and Sun.
The abbreviations above are only expanded to names of months and days when appearing in correct date contexts.

Expression
3 January
3 Jan
Tuesday 3 Jan
15-16 January
2nd May
4th Jun 2007
the 21st Century
her 22nd novel
in 3rd place
a 77th birthday party

## Reading

the third of January [not SP]
the third of January [not SP]
Tuesday the third of January [not SP]
the fifteenth to sixteenth of January [not SP]
the second of May [not SP]
the fourth of June 2007 [not SP]
the twenty-first century
her twenty-second novel
in third place
a seventy-seventh birthday party

### 5.6 Arithmetic operators

Numbers together with arithmetical operators are read according to the examples below.

## Expression

-12
14-2
$14-2=12$
$+24$
2+3
$2+3=5$
2*3
$2 * 3=6$
2/3
$6 / 2=3$
25\%
3.4\%

## Reading

minus twelve
fourteen dash two
fourteen minus two equals twelve
plus twenty-four
two plus three
two plus three equals five
two asterisk three
two multiplied by three equals six
two thirds
six divided by two equals three
twenty-five percent
three point four percent

### 5.7 Mixed digits and letters

If one or more upper-case letters appear within an alphanumeric sequence, the letters are read one by one. The numbers are read according to the examples below.

## Expression

77B184Z3
0092B87-B
FT2892B87Z
TN12345L5

## Reading

seventy-seven B one hundred and eighty-four $Z$ three zero zero ninety-two $B$ eighty-seven $B$
F T twenty-eight ninety-two B eighty-seven Z
T N one two three four five $L$ five

### 5.8 Time of day

The colon is used to separate hours, minutes and seconds. Abbreviations such as A.M. and P.M. (possible variants: a.m., am, AM, p.m., pm, PM) may follow or precede the time, with a space inserted between the time and the abbreviation.

In pattern $a$ below, the letter $h$ or $H$ may replace colon. Full stop is also a valid separator if one of the mentioned abbreviations is used.

Time intervals can be denoted using a hyphen: 8-10 pm.
Possible patterns are:
a. hh:mm or h:mm
b. hh:mm:ss or h:mm:ss
c. hh:mm'ss" or h:mm'ss"

Example: 12:30'45"
$h=$ hour,$m=$ minute,$s=$ second.
In pattern a:
If the $m m$-part is equal to 00 , this part will not be read. Instead, o'clock will be added if the hours are less than 13, or hundred hours will be added if the hours are greater than or equal to 13.

| Expression | Reading |  |
| :--- | :--- | :--- |
| 9:00 | nine o'clock |  |
| $9 \mathrm{ho0}$ | nine o'clock | [not SP] |
| $9: 30 \mathrm{pm}$ | nine thirty p m |  |
| 9 h 30 pm | nine thirty p m | [not SP] |
| 9.30 pm | nine thirty p m | [not SP] |
| 13:00 | thirteen hundred hours |  |
| 13h00 | thirteen hundred hours | [not SP] |
| 12:00 | noon | [not SP] |
| 12h00 | noon | [not SP] |
| 0:00 | midnight |  |
| Oh00 | midnight |  |
| In pattern b: |  |  |

An and will be inserted before the ss-part, and seconds will be added after it. If the ss-part is equal to 00 , this part will not be read.

## Expresion

10:24:00
10:24:00 A.M.
10:24:20

## Reading

ten twenty-four
ten twenty-four a m
ten twenty-four and twenty seconds

In pattern c:
Pattern (c) follows the rules for pattern (b).

### 5.9 Year

Numbers between 1100 and 1999 are always read as hundreds (year reading) with the exception of numbers containing decimals. Years ( 2 or 4 digits) can also be followed by $s$ or 's to indicate decades.

Expression
1988
1939-45
1088
1988.0
1988.32

September
1999
1980s
70's
1980's

## Reading

nineteen eighty-eight
[not SP]
nineteen thirty-nine to forty-five
[not SP]
one thousand eighty-eight
one thousand nine hundred and eighty-eight point zero
one thousand nine hundred and eighty-eight point three two

September nineteen ninety-nine
[not SP]
nineteen eighties
[not SP]
seventies
nineteen eighties
[not SP]

### 5.10 Dates

The valid formats for dates are:

1. dd-mm-yyyy, dd.mm.yyyy, and dd/mm/yyyy
2. dd-mm-yy, dd.mm.yy, and dd/mm/yy
yyyy is a four-digit number, yy is a two-digit number, $m m$ is a month number between 1 and 12 and $d d$ a day number between 1 and 31 . Hyphen, full stop, and slash may be used as delimiters. In all formats, one or two digits may be used in the mm and $d d$ part. Zeros may be used in front of numbers below 10.

Examples of valid formats and their readings:

## Type 1:

10-02-2003 or 10-2-2003
10.02.2003 or 10.2.2003
$10 / 02 / 2003$ or 10/2/2003

## Type 2:

10-02-03 or 10-2-03
10.02.03 or 10.2.03

10/02/03 or 10/2/03

## Reading

the tenth of February two thousand and three
"
"

## Reading

the tenth of February two thousand and three
"
[not SP] Ranges of days and years are also supported.

## Expression

1998-1999
1939-45
2002/3
14-15 January
October 19-20

## Reading

nineteen ninety-eight to nineteen ninety-nine nineteen thirty-nine to forty-five two thousand two to three the fourteenth to fifteenth of January October the nineteenth to twentieth
[not SP] Other possible formats include:

## Expression

Monday, 15 January
Monday 15 January
Mon, January 15
Mon January 15
19 April 2007
April 192007
May 1953
3 May

## Reading

Monday the fifteenth of January
Monday the fifteenth of January
Monday January the fifteenth
Monday January the fifteenth
the nineteenth of April two thousand and seven
April the nineteenth two thousand and seven
May nineteen fifty-three
third of May

### 5.11 Phone numbers

In this section the patterns of digits that are recognized as phone numbers are described. [not SP] In the pronunciation of phone numbers, all numbers are read out digit by digit with pauses between groups of numbers. The abbreviations tel and mob can be used in front of all the formats recognized by the system

### 5.11.1 Ordinary phone numbers

Sequences of digits in the following formats are treated as phone numbers.
The following sequences of digits can be separated by a space or a hyphen:

## Format

xxxxx xxxxxx
xxxxx xxx xxx
xxxxx xxxxx
xxxx xxxxyxx
xxxx xxx xxxx
xXXX XXXXXX
xxx $x x x x$
x x x x x
XXX XXXX XXXX
(area code) xxxx xxxx
(area code) xxxxxxx
(area code) xxxxxx
(area code) xxxxx
(area code) xxx xxxx
(area code)-xxx-xxxx

The area code is a sequence of 0 followed by 2 to 7 digits.
The following sequences can only appear in these formats:

## Format

xxxx/xxx-xxxx
$x x x / x x x-x x x$
XXX-XXX-XXX
(x)-xxx-xxx
(xx)-xxx-xxx
( $x x x$ )-xxx-xxx
(x).xxyx.xxx.xxx
$(x)-x x x x-x x x-x x x$
(xx).xxxx.xyx.xxx
(xx)-xxxx-xxx-xxx
(xxx).xxxx.xxx.xxx
$(x x x)-x x x x-x x x-x x x$
The sequence $x x x-x x x$ is recognized as a phone format only if preceded by tel, mob, tel:, mob:.

### 5.11.2 International phone numbers

All preceding formats can be recognised if preceded by international prefix and a space:

| $00 x$ | $+x$ | $00(x)$ | $+(x)$ |
| :--- | :--- | :--- | :--- |
| $00 x x$ | $+x x$ | $00(x x)$ | $+(x x)$ |
| $00 x x x$ | $+x x x$ | $00(x x x)$ | $+(x x x)$ |

## 6 How to change the pronunciation

Words that are not pronounced correctly by the text-to-speech converter can be entered in the user lexicon (see User's guide). In this lexicon, the user enters a phonetic transcription of the word (see chapter British English Phonetic Text). Phonetic transcriptions can also be entered directly in the text, using the PRN tag (see User's guide).

## 7 British English Phonetic Text

The British English text-to-speech system uses the British English subset of the SAMPA phonetic alphabet (Speech Assessment Methods Phonetic Alphabet) with some modifications. The symbols are written with a space between each phoneme.

Only the symbols listed here may be used in phonetic transcriptions. Symbols not listed here are not valid in phonetic transcriptions and will be ignored if included in the user lexicon or in a PRN tag.
7.1 Consonants

Table 7.1. Symbols for the British English consonants

| Symbol | Word | Phonetic text | Comment |
| :---: | :---: | :---: | :---: |
| b | bad | b \{1 d |  |
| t | stop tomorrow | $\begin{aligned} & \text { st Q1 p } \\ & \text { t @ m Q1 r @u } \end{aligned}$ |  |
| t_h | top | t_h Q1p |  |
| p | sport potato | $\begin{aligned} & \text { spo:1 t } \\ & \text { p@ t_h el1t @u } \end{aligned}$ |  |
| p_h | pad | p _h $\{1 \mathrm{~d}$ |  |
| d | date | del1 t |  |
| k | scone campaign | $\begin{aligned} & \text { sk Q1 n } \\ & \text { k \{ mp_h el1 } n \end{aligned}$ |  |
| k_h | cone | k_h @U1 n |  |
| g | gag | $\mathrm{g}\{1 \mathrm{~g}$ |  |
| m | man | $\mathrm{m}\{1 \mathrm{n}$ |  |
| n | nose | n @U1 z |  |
| r | rose | r@U1 z |  |
| 1 | let | 1 e 1 t |  |
| L | adult | \{1 dVLt |  |
| N | ring | r I1 N |  |
| $f$ | fat | $\mathrm{f}\{1 \mathrm{t}$ |  |
| v | vote | v @ U1 t |  |
| s | sat | s \{1 t |  |
| z | zoo | z u:1 |  |
| S | shin | SI1 n |  |
| tS | chin | tS I1 n |  |


| Symbol | Word | Phonetic text | Comment |
| :---: | :---: | :---: | :---: |
| Z | measure | me1 Z @ |  |
| dZ | gin | dZ I1 n |  |
| D | this | D 11 s |  |
| T | thin | TI1 n |  |
| w | wait | w el1 t |  |
| j | yacht | j Q1 t |  |
| h | hit | h I1 t |  |
| hj | exhume | e k s hju:1 m |  |
| hl | Llandaff | hl \{1 nd @ f | Welsh allophone |
| x | loch | I Q1 x | Scottish allophone |

### 7.2 Vowels

Table 7.2. Symbols for the British English vowels

| Symbol | Word | Phonetic text |
| :--- | :--- | :--- |
| A: | father | f A:1 D @ |
| O: | four | f O:1 |
| l | bit | b I1 t |
| i: | neat | n i:1 t |
| u: | zoo | z u:1 |
| V | hut | h V1 t |
| U | put | p_h U1 t |
| $\{$ | pat | p_h $\{1 \mathrm{t}$ |
| e | net | n e1 t |
| @ | allow | @ I aU1 |
| el | main | m el1 n |
| al | high | h al1 |
| Ol | boy | b OI1 |
| @U | nose | n @U1 z |
| aU | pout | p_h aU1 t |
| $3: ~$ | fur | f3:1 |
| Q | dot | d Q1 t |
| I@ | near | n I@1 |
| e@ | there | D e@1 |
| U@ | sure | S U@1 |
| i | locally | I @U1 k @ li |
|  |  |  |


| Symbol | Word | Phonetic text | Comment |
| :---: | :---: | :---: | :---: |
| u | punctual | p_h V1 N ktSu @ L |  |
| $\mathrm{A}^{\sim}$ | renaissanc e | renel1s ${ }^{\sim}$ s | French vowel |
| E~ | vin | v E~1 | French vowel |
| O~ | avignon | \{1vinj ${ }^{\sim}$ | French vowel |
| I= | battleaxe | $b\{1 \mathrm{tl}=\{\mathrm{ks}$ | only before vowels |
| L= | battle | b \{1 t L= | word finally or before consonants |
| $\mathrm{m}=$ | atheism | el1 Tilz m= |  |
| $\mathrm{n}=$ | sudden | s V1 d $\mathrm{n}=$ |  |
| $r=$ | history | h I1 str= i |  |

### 7.3 Lexical stress

A lexical accent is used to indicate the level of prominence (or emphasis) of a syllable in a word. In British English, some words can be differentiated by the position of this lexical accent. The word record is an example of this since it can be both a noun (a record: /r e1 k O: d/) or a verb (to record: /r I k_h 0:1 d/). Practically all words in British English have a lexical accent even if it does not always serve to differentiate between two different words. It is therefore important to include stress marks when writing phonetic transcriptions.

In the phonetic transcriptions, primary accent is indicated by the symbol /1/ placed directly after (no space) the accented vowel. Secondary accent is indicated by the symbol /2/. Some examples:

| devastating | /de1v@stel2tIN/ |
| :---: | :---: |
| devastation | /de2v@stel1 Sn=/ |
| devote | /d Iv@U1t/ |
| devotee | /d e2 v @ t_h i:1/ |

### 7.4 Glottal stop

A glottal stop, represented by the phonetic symbol /?/, is a small sound which is often used to separate two words when the second word starts with a stressed vowel. This sound can be inserted in a transcription in order to improve the pronunciation.

### 7.5 Pause

An underscore /_/in a phonetic transcription generates a small pause.

## 8 Abbreviations

In the current version of the British English text-to-speech system, the abbreviations in the table below are recognized in all contexts. These abbreviations are mostly case-insensitive (except for those indicated below by "*") and require no full stop in order to be recognized as an abbreviation.

As previously mentioned, there are also abbreviations for the days of the week and the months (see chapter Ordinal numbers).

Table 8.1. Abbreviations

| Abbreviation | Reading |
| :---: | :---: |
| kg | kilograms |
| ${ }^{\circ} \mathrm{C}$ | degrees Celsius |
| ${ }^{\circ} \mathrm{F}$ | degrees Fahrenheit |
| ${ }^{\circ} \mathrm{K}$ | degrees Kelvin |
| asap | ASAP |
| b/f | before |
| blvd | boulevard |
| cm | centimeters |
| corp | corporation |
| DM* | Deutschmark |
| eg | for example |
| etc | et cetera |
| ft | feet |
| gal | gallons |
| gov | governor |
| hr | hour |
| hrs | hours |
| ie | that is |
| jr | junior |
| km | kilometers |
| $\mathrm{Km} / \mathrm{h}$ | kilometers per hour |
| mg | milligrams |
| ml | milliliters |
| mm | millimeters |
| mph | miles per hour |
| mr | mister |
| mrs | missis |
| ms | miss |


| Abbreviation | Reading |
| :--- | :--- |
| mt | mount |
| prof | professor |
| sgt | sergeant |
| sr | senior |
| tsp | teaspoon |
| vs | versus |
| gen | general |
| Itd | limited |
| dept | department |
| ct | court |
| rd | road |
| av | avenue |
| ctrl | control |
| lb | pounds |

Some abbreviations are expanded differently depending on their position in the sentence. For example, $d r$ and st are expanded into drive and street if they appear after a capitalized noun. They are expanded into doctor and saint when they appear before a capitalized noun.

| Example | Reading |
| :--- | :--- |
| Main st. | Main street |
| St John. | Saint John |
| Bayview dr. | Bayview drive |
| Dr. Jones. | Doctor Jones |

$m, g$ and $i n$. are expanded only when appearing after a number.

| Example | Reading |  |
| :--- | :--- | :--- |
| 25 m | twenty-five meters |  |
| 30 in. | thirty inches | (note that the period is <br> mandatory here) |
| 45 g | forty-five grams |  |

## 9 Web-addresses and email

Web-addresses and email-addresses are read as follows:

- $w w w$ is read as three w's spelled letter by letter.
- Full stops '.' are read as dot, hyphens '-' as dash, underscore '_' as underscore, slash '/' as slash.
- us, uk, fr and all the other abbreviations for countries are spelled out letter by letter.
- The @ is read at.
- Words/strings (including org, com and edu) are pronounced according to the normal rules of pronunciation in the system and in accordance with the lexicon.


## String

www.acapela-group.com
http://www.acapela-
group.com
smith@yahoo.uk
jane_smith@yahoo.uk

## Reading

w w w dot acapela dash group dot com
http colon slash slash w w w dot acapela dash group dot com
smith at yahoo dot uk
jane underscore smith at yahoo dot $u k$

