INTERNATIONAL STANDARD

ISO 12620

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Computer applications in terminology — Data categories

Aides informatiques en terminologie — Catégories de données

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

International Standard ISO 12620 was prepared by Technical Committee ISO/TC 37, *Terminology (principles and coordination)*, Subcommittee SC 3, *Computer applications*.

Annex A forms an integral part of this International Standard. Annexes B, C, D and E are for information only.

Introduction

Terminological data are collected, managed, and stored in a wide variety of environments. For purposes of storage and retrieval, these data are organized into terminological entries, each of which traditionally treats information associated with a single concept. Data items appearing in individual terminological entries are themselves identified according to data category. Differences in approach and individual system objectives inevitably lead to variations in data category definition and in the assignment of data category names. The use of uniform data category names and definitions, at least at the interchange level, contributes to system coherence and enhances the reusability of data.

For terminology work in general, the following International Standards are relevant: ISO 704, ISO 860, ISO 1087, ISO 10241.

Computer applications in terminology — Data categories

1 Scope

This International Standard specifies data categories for recording terminological information in both computerized and non-computerized environments and for the interchange and retrieval of terminological information independent of the local software applications or hardware environments in which these data categories are used.

Some of the data categories specified in this International Standard derive requirements from definitions taken from other ISO terminology standards, e.g., ISO 1087 and ISO 5127, so as to harmonize the content of data categories across systems and to facilitate data interchange. The systematic arrangement of data categories in this International Standard is determined by database management considerations and does not reflect any theoretical arrangement of related terms and concepts used in other standards.

If applied for the purpose of interchanging machine-readable terminology, it is recommended that this International Standard be used in conjunction with ISO 12200, although it can also be used for modeling terminological information independent of computer applications.

It is not the purpose of this International Standard to specify actual data categories used in local database applications, because translation routines can be employed to convert application data categories to the universal categories specified here, provided that the values of the data associated with these categories are harmonized according to the relevant data category definitions.

It is also not the purpose of this International Standard to specify precise relationships among data categories, such as repeatability and combinability. These features remain the province of the individual database application and of ISO 12200. Nor does this International Standard prescribe a mandatory base set of data categories for local applications.

This International Standard does not specify data categories for the markup of bibliographic data entries. ISO 12083:1994, annex B, includes bibliographic elements among other elements cited as useful in the preparation and markup of machine-readable documents. Annex B of this International Standard lists data categories that correspond to elements cited in ISO 12083 and that are appropriate for the documentation of bibliographic citations in terminological entries.

NOTE — ISO 12200:1999, annex B, provides additional information on the application of the bibliographic elements in ISO 12083 to the documentation of bibliographic information in terminological entries for those cases involving exchange of machine-readable terminology.

2 Normative references

The following standards contain provisions which, through reference in this text, constitute provisions of this International Standard. At the time of publication, the editions indicated were valid. All standards are subject to revision, and parties to agreements based on this International Standard are encouraged to investigate the possibility of applying the most recent

editions of the standards indicated below. Members of IEC and ISO maintain registers of currently valid International Standards.

ISO 639:1988, *Code for the representation of names of languages*.

ISO 639-2:1998, *Code for the representation of names of languages — Part 2: Alpha-3 code*.

ISO 1087:1990, *Terminology – Vocabulary*.

ISO 1087-2:-[1], *Terminology – Vocabulary – Part 2: Computer applications*

ISO 3166-1: 1997, *Codes for the representation of names of countries and their subdivisions – Part 1: Country codes*.

ISO 3166-2:1998, *Codes for the representation of names of countries and their subdivisions – Part 2: Country subdivision code*.

ISO 3166-3:1999, *Code for the representation of names of countries and their subdivisions – Part 3: Codes for formerly used names of countries*.

ISO 5127-2:1983, *Documentation and information – Vocabulary – Part 2: Traditional documents*.

ISO 5127-6:1983, *Documentation and information – Vocabulary – Part 6: Documentary languages*.

ISO 8601:1988, *Data elements and interchange formats – Information interchange — Representation of dates and times*.

ISO 12200:1999, *Computer applications in terminology – Machine-readable terminology interchange format (MARTIF) – Negotiated interchange*.

ISO 12083:1994, *Information and documentation – Electronic manuscript preparation and markup*.

3 Terms and definitions

For the purpose of this International Standard, the terms and definitions given in ISO 1087-2 apply.

4 Selection of data categories

The categories employed in any given environment shall be carefully selected to meet the needs of those who create and use the terminology resource in question. For this purpose, an appropriate subset of the data categories specified in annex A shall be selected for application in the individual system.

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1)To be published.

It is recommended that designers of terminology databases and other collections ensure that the content of data categories used in their systems conform to the content defined in these data category specifications. Terminological data prepared for interchange shall conform to the data category names and descriptions specified in annex A.

5 Documentation of data categories

The documentation of a data category for any terminological data collection shall enable the user to unambiguously interpret the content of the data category. The specification shall permit the user to differentiate the content of the data category from the content of other data categories used within the terminological data collection and the data categories used by interchange partners.

The standard specifications of data categories in annex A are based on standardized concepts for terminology management defined in ISO 1087 and ISO 5127-2 and 5127-6. If a data category required in a local application is not found in annex A, it shall be based on a well-established and documented concept in the field treated by a specific application. In any case, system designers shall notify the agency listed in annex E whenever they intend to create new data categories for use with the interchange format specified in ISO 12200.

If codes or representations other than those used in natural languages are used in conjunction with a data category, appropriate information for unambiguous interpretation shall be included in the specification of that data category. The specifications in annex A provide coding options wherever standardized codes are available.

6 Standard specification of data categories for use in terminology management

6.1 Format of the data category entry

The data category specifications included in annex A conform to the following format. (Not all categories appear in every specification.)

Specification category	**Representation**
Notation number:	**boldface number**
Preferred data category name:	**boldface**
Admitted name:	ADMITTED NAME: **boldface** [repeatable]
Full form:	FULL FORM: **boldface**
Related name:	RELATED NAME: **boldface** [repeatable]
Nonadmitted name:	NONADMITTED NAME: **boldface** [repeatable]
Data category description:	DESCRIPTION:
Note:	NOTE: [repeatable]
Permissible instances:	PERMISSIBLE INSTANCES: *italics*
Example:	EXAMPLE: [repeatable]

6.2 Typology of data categories

The data category specifications in annex A are divided into three major groups: data categories for terms and term-related information, descriptive data, and administrative data. The groups are further subdivided into ten sub-groups.

Term and term-related data categories:

Subgroup 1 consists of the data category term and contains a term or other information treated as if it were a term (e.g., phraseological units and standard text).

Subgroup 2 specifies data categories for term-related information.

Subgroup 3 specifies data categories for information relating to equivalence between or among terms assigned to the same or very similar concepts.

Descriptive data categories:

Subgroup 4 specifies data categories for the classification of concepts into subject fields and subfields, along with other classification-related information.

Subgroup 5 specifies data categories for concept-related description, i.e., different kinds of definitions, explanations and contextual material provided to define or otherwise determine the subject field and concept to which a term is assigned.

Subgroup 6 specifies data categories for indicating relations between pairs of concepts.

Subgroup 7 specifies data categories used to express the position of concepts within concept systems.

Subgroup 8 specifies the data category *note*. This category stands alone because it can be associated with any one of the other categories and therefore cannot be subordinated to any other specific subgroup.

Administrative data categories:

Subgroup 9 specifies data categories for documentary languages and thesauri.

Subgroup 10 specifies data categories for all other strictly administrative information.

Annex A
(normative)

Data categories

A.1 term

DESCRIPTION: A designation of a defined concept in a special language by a linguistic expression.
NOTE: For definition of related term, see ISO 1087:1990, 5.3.1.2
EXAMPLE: “radix” in annex C, figure C.1.
NOTE: Terms can consist of single words or be composed of multiword strings. The distinguishing characteristic of a term is that it is assigned to a single concept, as opposed to a phraseological unit, which combines more than one concept in a lexicalized fashion to express complex situations. *Quality assurance system* is a term, whereas *satisfy quality requirements* is a phraseological unit, specifically a collocation.

A.2 term-related information

A.2.1 term type

DESCRIPTION: An attribute assigned to a term.
NOTE: *Term types* can include:

A.2.1.1 main entry term

ADMITTED NAME: **head term**
DESCRIPTION: The concept designation that has been chosen to head a terminological record.
EXAMPLE: “radix” in annex C, figure C.1

A.2.1.2 synonym

DESCRIPTION: Any term that represents the same or a very similar concept as the main entry term in a term entry.
EXAMPLE: “dynamicizer” in annex C, figure C.2
NOTE: Synonymy is generally relative, i.e., synonyms rarely cover all aspects of the same concept in all instances. The resulting *degree of synonymy* (A.2.10) is treated using the conventions defined for *degree of equivalence* (see A.3.1)

A.2.1.3 quasi-synonym

ADMITTED NAME: **near synonym**
DESCRIPTION: A term that represents the same or a very similar concept as another term in the same language, but for which interchangeability is limited to some contexts and inapplicable in others.
EXAMPLE: The distinction between synonyms and quasi-synonyms can be subjective or strongly context-oriented. For instance, some can designate “domain” and “subject field” as synonyms, whereas others would argue that “domain” is broader, but is usable in many of the same contexts and is therefore a quasi-synonym.

A.2.1.4 international scientific term

DESCRIPTION: A term that is part of an international scientific nomenclature as adopted by an appropriate scientific body.
EXAMPLE: *Homo sapiens*

A.2.1.5 common name

DESCRIPTION: A synonym for an international scientific term that is used in general discourse in a given language.

NOTE: Common names are generally formed based on metaphor, analogy, and function without reference to the classification rules applied to scientific nomenclatures. Although common names are widely used in general language, they are used in technical and scientific writing as well. Common names vary from language to language and frequently regionally within languages.

EXAMPLE: *Kalmia latifolia* is commonly called “mountain laurel” in the northern United States, and “calico bush” or “sheep's bane” in the south.

A.2.1.6 internationalism

DESCRIPTION: A term that has the same or nearly identical orthographic or phonemic form in many languages.

NOTE: Internationalisms frequently reflect Latin, Greek or English origins, but other languages, such as Arabic, French, Russian, Chinese and Japanese, have also contributed to the creation of internationalisms.

EXAMPLE: *en* alcohol, *fr* alcool, *de* Alkohol [from Arabic *al·kuhl*]

A.2.1.7 full form

ADMITTED NAME1: **expanded form**

ADMITTED NAME2: **expansion**

DESCRIPTION: The complete representation of a term for which there is an abbreviated form.

EXAMPLE: See the examples of *full forms* in A.2.1.8.ff.

A.2.1.8 abbreviated form of term

ADMITTED NAME: **abbreviated form**

DESCRIPTION: A term resulting from the omission of any part of the full term while designating the same concept.

NOTE 1: For definition of related term, see ISO 1087:1990, 5.5.2.

EXAMPLE: See individual abbreviation types listed below.

NOTE 2: Types of *abbreviated form* can include:

abbreviation
short form
initialism
acronym
clipped term

NOTE 3: Each abbreviated form is derived from the full form of the term.

A.2.1.8.1 abbreviation

DESCRIPTION: An abbreviated form of a simple term resulting from the omission of some of its letters.

NOTE: For definition of related term, see ISO 1087:1990, 5.5.2.1.

EXAMPLE: full form: adjective
abbreviation: adj.

A.2.1.8.2 short form of term

ADMITTED NAME: **short form**

DESCRIPTION: A variant of a multiword term that includes fewer words than the full form of the term.

EXAMPLES: full form: Intergovernmental Group of Twenty-four on International Monetary Affairs
short form: Group of Twenty-four

NOTE: Many short forms are associated with long proper nouns, such as the names of governmental agencies, chemical compounds, and the like.

A.2.1.8.3 initialism

DESCRIPTION: An abbreviated form of a term consisting of some of the initial letters of the words making up a multiword term or the term elements making up a compound term when these letters are pronounced individually.

EXAMPLE: full form: bovine spongiform encephalopathy
initialism: BSE

NOTE: The distinction between acronyms and initialisms can vary from language to language. The description given here applies to English.

A.2.1.8.4 acronym

DESCRIPTION: An abbreviated form of a term made up of letters from the full form of a multiword term strung together into a sequence pronounced only syllabically.

NOTE 1: An acronym can be so widely accepted that it becomes a term in its own right (e.g., *radar* in the following example).

NOTE 2: For definition of related term, see ISO 1087:1990, 5.5.2.1.2.

EXAMPLE: radar = radio detecting and ranging

A.2.1.8.5 clipped term

ADMITTED NAME: **truncated term**

DESCRIPTION: An abbreviated form of a term resulting from the omission of one or more term elements or syllables.

NOTE: For definition of related term, see ISO 1087:1990, 5.7.1.

EXAMPLE: full form: influenza
clipped term: flu

A.2.1.9 variant

DESCRIPTION: One of the alternate forms of a term.

EXAMPLE: spelling variants: catalogue (GB), catalog (US)

A.2.1.10 transliterated form

DESCRIPTION: A form of a term resulting from an operation whereby the characters of an alphabetic writing system are represented by characters from another alphabetic writing system.

EXAMPLE:

Cyrillic script:	окружающая среда
Latin script:	okružaûŝaâ sreda (environment)
	(Transliteration according to ISO 9:1995)
	okruzhayushchaya sreda
	(Transliteration according to BS 2979:1958)

A.2.1.11 transcribed form

DESCRIPTION: A form of a term resulting from an operation whereby the characters of one writing system are represented by characters from another writing system, taking into account the pronunciation of the characters converted.

EXAMPLE: Japanese:

	台風
Hiragana syllabary transcription:	たいふう
Romanization according to ISO 3602:1989:	taihuu
English transcription:	typhoon
Russian transcription:	тайфун

Definition: a tropical storm in the western area of the Pacific Ocean in late summer and autumn

Chinese:	功 夫
Romanization according to ISO 7098:1991:	gongfu
English transcription:	kung fu
Russian transcription:	кун фу

Definition: one of the Chinese martial arts

A.2.1.12 romanized form

DESCRIPTION: A form of a term resulting from an operation whereby non-Latin writing systems are converted to the Latin alphabet.

NOTE: Romanization is a specific form of transcription.

EXAMPLE: See example in A.2.1.10 and A.2.1.11.

A.2.1.13 symbol

DESCRIPTION: A designation of a concept by letters, numerals, pictograms or any combination thereof.

NOTE: For definition of related term, see ISO 1087:1990, 5.3.1.1

EXAMPLE: The symbol § can be used to represent a clause or subclause in a legal document.

A.2.1.14 formula

DESCRIPTION: Figures, symbols or the like used to express a concept briefly, such as a mathematical or chemical formula.

NOTE: A formula can function as a *term* representing the concept. In some cases, no other representation exists.

EXAMPLE: H_2O is the chemical formula for *water*.

A.2.1.15 equation

DESCRIPTION: An expression used to represent a concept based on a statement that two mathematical expressions are, for instance, equal as identified by the equal sign (=), or assigned to one another by a similar sign.

EXAMPLE: $E = mc^2$

NOTE: Such statements are sometimes documented in terminology databases.

A.2.1.16 logical expression

DESCRIPTION: An expression used to represent a concept based on mathematical or logical relations, such as statements of inequality, set relationships, boolean operations, and the like.
EXAMPLE: x ≠ y , x ∈ y , x NOT y , etc.

A.2.1.17 materials management categories

A.2.1.17.1 sku

FULLFORM: **stockkeeping unit**
DESCRIPTION: An inventory item identified by a unique alphanumeric designation assigned to an object in an inventory control system.
EXAMPLE: For the catalog entry: “PLAID FLANNEL PANTS #5193 Sizes 3, 4, 6, 7, 10, 12”, “#5193-6” represents a *sku* for the item: Style number #5193, size 6.
NOTE: Terminology databases that are linked to inventory control systems and manufacturing logistical systems include *skus* and *part numbers*, which act as designations within the system representing the object in question. Hence they function much like terms and even take on the character of terms in common discourse and text creation.

A.2.1.17.2 part number

DESCRIPTION: A unique alphanumeric designation assigned to an object in a manufacturing system.
EXAMPLE: Sample part numbers from a automotive power train manufacturing system, where each segment of the number represents a different classification level within the system:

clutch cover	1 110 036 00 a
driven disk flange	3 125 125 04 b
driven disk retainer plate	3 124 119 01 a
driven disk cover plate	3 122 234 00 c
diaphragm spring	4 220 100 00 g

NOTE: Terminology databases that are linked to inventory control systems and manufacturing logistical systems include *skus* and *part numbers*, which function as designations within the system representing the object in question. Hence they function much like terms and even take on the character of terms in common discourse and text creation.

A.2.1.18 phraseological unit

DESCRIPTION: Any group of two or more words that form a unit, the meaning of which frequently cannot be deduced based on the combined sense of the words making up the phrase.
NOTE: Although they are made up of more than one word and frequently contain more than one concept, phraseological units can be treated as individual terminological units in terminology databases. In this sense they are grouped together with “terms”. They can, however, also be treated as contextual material in some databases.
EXAMPLES: See examples in A.2.1.18.1-A.2.1.18.3.

A.2.1.18.1 collocation

DESCRIPTION: A recurrent word combination characterized by cohesion in that the components of the collocation must co-occur within an utterance or series of utterances, even though they do not necessarily have to maintain immediate proximity to one another.

EXAMPLE: immunization *against* [measles], not *with* or *about*
in or *during* [someone]*'s absence*, not *while*
submit or hand in an application, not *hand up* or *pass out*

NOTE: Collocations differ from *set or fixed phrases* in that the components of the latter must generally appear in a fixed sequence. Recurrent word combinations that form a multiword term (e.g., adjective + noun, noun + noun, etc.) and that represent a single concept are *not* collocations.

A.2.1.18.2 set phrase

ADMITTED NAME: fixed phrase

DESCRIPTION: A fixed, lexicalized phrase.

EXAMPLE: fragile; handle with care; this end up

A.2.1.18.3 synonymous phrase

DESCRIPTION: Phraseological unit in a language that expresses the same semantic content as another phrase in that same language.

EXAMPLE: The phrases *response to open flame exposure* and *effect of open flame exposure* are treated as synonymous phrases in some fire standards.

A.2.1.19 standard text

DESCRIPTION: A fixed chunk of recurring text.

EXAMPLE: the *force majeure* clause of a standard contract
terms and conditions of sale
warranty disclaimers

NOTE: Although they are made up of more than one word and generally contain more than one concept, standard text units can be treated as individual terminological units in terminology databases. These text chunks, as they are called in discourse analysis, are frequently called *boiler plate* in North American English.

A.2.2 grammar

DESCRIPTION: Grammatical information about a term.

NOTE: Depending on language-specific conventions, grammatical categories can include:
part of speech
grammatical gender
grammatical number
animacy
noun class
adjective class

A.2.2.1 part of speech

NONADMITTED NAME 1**: grammatical category**

NONADMITTED NAME 2**: word class**

DESCRIPTION: A category assigned to a word based on its grammatical and semantic properties.

PERMISSIBLE INSTANCES: Examples of parts of speech commonly documented in terminology databases can include:

a) noun
b) verb
c) adjective

A.2.2.2 grammatical gender

DESCRIPTION: A grammatical category that indicates grammatical relationships between words in sentences.
NOTE: The concept of gender varies from language to language and is not a universal feature of all languages.
EXAMPLE: In French, *vie* (life) is feminine and is used with feminine articles such as *la*, the feminine pronoun *elle*, and feminine adjective endings, e.g., *une vie longue*.
PERMISSIBLE INSTANCES: Types of grammatical gender commonly documented in terminology databases include:

a) masculine
b) feminine
c) neuter
d) other

A.2.2.3 grammatical number

DESCRIPTION: In many languages, the grammatical distinction that indicates the number of objects referred to by the term.
EXAMPLE 1: The child eats his dinner. The children eat their dinner.

singular	—	*child* is a singular noun
		eats is a third person singular verb
plural	—	*children* is a plural noun
		eat is a third person plural verb

EXAMPLE 2: mass noun — smoke, water, food
PERMISSIBLE INSTANCES: Types of *grammatical number* designations commonly documented in terminology databases include:

a) singular
DESCRIPTION: The form of a term (usually of a noun) used to designate one object.

b) plural
DESCRIPTION: The form of a term (usually of a noun) used to designate more than one object.

c) dual
DESCRIPTION: The form used in some languages to designate two persons or things.

d) mass noun
DESCRIPTION: Designation of a term that is not countable and cannot generally be used with the indefinite article or in the plural (e.g., bread).

e) other
DESCRIPTION: Designation used to classify number-related grammatical information that can differ from the standard European classifications cited above.

NOTE: In situations where the singular and the plural of a term do not necessarily designate the same concept, the singular and plural should be reported in separate entries in order to retain the concept-orientation of the database.

A.2.2.4 animacy

DESCRIPTION: The characteristic of a word indicating that in a given discourse community, its referent is considered to be alive or to possess a quality of volition or consciousness.
PERMISSIBLE INSTANCES: Types of designations related to animacy can include:

a) animate
DESCRIPTION: Perceived as alive.

b) inanimate
DESCRIPTION: Perceived as not living.

c) other
DESCRIPTION: Perceived as related to animacy, but without specific reference to the previous items.

A.2.2.5 noun class

DESCRIPTION: The categorization of a noun indicating whether it names a specific object or a class of objects.
NOTE: Proper nouns are capitalized in English. Common nouns are not.
PERMISSIBLE INSTANCES: Types of noun classes are:

a) proper noun
DESCRIPTION: A noun or adjective denoting a single object.
EXAMPLE: Europe

b) common noun
DESCRIPTION: A noun or adjective denoting a class of objects.
EXAMPLE: continent

A.2.2.6 adjective class

DESCRIPTION: A categorization of an adjective indicating whether it pertains to a single object or to a class of objects
NOTE: Proper adjectives are capitalized in English. Common adjectives are not.
PERMISSIBLE INSTANCES: Types of adjective classes are:

a) proper adjective
DESCRIPTION: An adjective formed on the base of a proper noun.
EXAMPLE: Arabian stallion

b) common adjective
DESCRIPTION: An adjective pertaining to a generic class of objects.
EXAMPLE: thoroughbred horse

A.2.3 usage

A.2.3.1 usage note

DESCRIPTION: A note containing information on the usage of the associated term.

A.2.3.2 geographical usage

DESCRIPTION: Term usage reflecting regional differences.

EXAMPLE 1: term: windshield geographical usage: US
term: windscreen geographical usage: GB

NOTE 1: Language and country symbols can be combined.

EXAMPLE 2: term: windshield geographical usage: en US
term: windscreen geographical usage: en GB

Note 2: If available and relevant, the content of *geographical usage* should be a country symbol as specified in ISO 3166-1 or one of the continent names. In more granular systems, specific regional names can be used, but should be declared elsewhere in the system for user understanding and coherence in the event of data exchange. The country symbol can optionally be preceded by a NOT operator to negate the content:

Example 3: geographical usage: USA
geographical usage: NOT AUS

A.2.3.3 register

DESCRIPTION: Classification indicating the relative level of language individually assigned to a lexeme or term or to a text type.

NOTE: In some regions and terminology management environments (for instance, family-planning medicine), the categorization of terms according to register can be critical.

PERMISSIBLE INSTANCES: Types of *register* qualifiers that can be relevant in terminology work include:

a) neutral register
ADMITTED NAME: *standard register*
DESCRIPTION: The register appropriate to general texts or discourse.

b) technical register
DESCRIPTION: The register appropriate to scientific texts or special languages.

c) in-house register
DESCRIPTION: The register of terms that are company-specific and not readily recognized outside this environment.
EXAMPLE: In-house usage at one automotive company for the automotive tuning characteristic *gear rattle* is *crowds*.
NOTE: *In-house* terminology is not necessarily equivalent to *bench-level* terminology, inasmuch as the former can thrive at very high levels of research and development. *In-house* terminology is frequently the source of new technical terminology that eventually gains widespread acceptance on a broader scale.

d) bench-level register
ADMITTED NAME: *shop term*
DESCRIPTION: The register of terms used in applications-oriented as opposed to theoretical or academic levels of language.
EXAMPLE: The *retrieval end* of a broach is commonly called a *puller* in bench-level usage.

e) slang register
DESCRIPTION: An extremely informal register of a word, term, or text that is used in spoken and everyday language and less commonly in documents.
EXAMPLE: In aviation, the phrase *fly by the seat of your pants* is slang for the more formal *fly without instruments*.

f) vulgar register
DESCRIPTION: The register of a term or text type that can be characterized as profane or socially unacceptable.
NOTE: Although vulgar register is avoided in formal technical terminology, languages with broad distribution such as English or Spanish can require the documentation of problematic terms that vary in register from region to region.

A.2.3.4 frequency

DESCRIPTION: The relative commonness with which a term occurs.
PERMISSIBLE INSTANCES: Degrees of *frequency* can be expressed as:

a) commonly used
b) infrequently used
c) rarely used

NOTE: The definitions of these items are self-explanatory. Designation of a term with respect to frequency can be based on subjective criteria, or it can reflect computer analysis of text corpora, in which case it can also be expressed as a ratio of occurrences per a set number of words in the text corpus.
EXAMPLE: In the field of automotive drive train technology, the terms *Belleville spring* and *diaphragm spring* are commonly used to refer to the principal component in a clutch mechanism. The standardized term *conical disk spring* is infrequently used outside the standards environment, and the generic term *disk spring* is rarely used.

A.2.3.5 temporal qualifier

DESCRIPTION: An attribution of a term with respect to its use over time.
NOTE: Temporal qualification involves fine distinctions that can be subjective in nature.
PERMISSIBLE INSTANCES: Common *temporal qualifiers* include:

a) archaic term
DESCRIPTION: A term no longer in ordinary use, though retained for special purposes.
EXAMPLE: donjon [archaic form of the modern word dungeon]; tetters [eczema]

b) outdated term
DESCRIPTION: A term that has fallen from fashion, but the meaning of which is readily recognizable.
EXAMPLE: horseless carriage; ague [malarial fever]

c) obsolete term

DESCRIPTION: A term that is no longer in use as a result of changing views of scientific knowledge.

NOTE 1: For definition of related term, see ISO 1087:1990, 5.6.4

EXAMPLE: spiraeic acid (old name for salicylic acid)

Note 2: The difference between a *superseded term* and an *obsolete term* is that a *superseded term* has changed its status as defined by a normative body, but can indeed still be used in older standards or in nonstandardized environments. In contrast, an *obsolete term* has truly fallen out of common usage. Some *obsolete terms* are also *archaic*, i.e., of very ancient etymological origin, but this does not have to be the case. By the same token, many terms in current usage are nonetheless archaic in origin. *Outdated terms* are similar to *superseded terms*, but they are not subject to normative classification.

A.2.3.6 time restriction

DESCRIPTION: The indication of a period of time during or since which a term was or has been subject to specified usage.

EXAMPLE: Several European countries have redefined the requirements for certain university degrees in recent years. If, for instance, the requirements for a baccalaureate degree changed from three to four years in 1993, then any terminology file defining the term used to designate this degree would have to specify the time restriction affecting the degree.

A.2.3.7 proprietary restriction

DESCRIPTION: A restriction placed on a term for the purpose of protecting the right of a company to the exclusive use of the term.

PERMISSIBLE INSTANCES: Types of *proprietary restriction* can include:

a) trademark

DESCRIPTION: A restriction on term usage based on the fact that the term is a device (such as a brand name) pointing distinctly to the origin or ownership of merchandise to which it is applied and legally reserved for the exclusive use of the owner as maker or seller.

NOTE: For definition of related term, see ASTM Compilation.

EXAMPLE: term: facial tissue
trademark: Kleenex

b) trade name

DESCRIPTION: The name or style under which a concern does business.

NOTE 1: For definition of related term, see ASTM Compilation.

EXAMPLE: "Du Pont" for "E. I. du Pont de Nemours & Co."

NOTE 2: The distinction between *trademark* and *trade name* is standardized in American standards and included in terminology collections.

A.2.4 term formation

A.2.4.1 term provenance

DESCRIPTION: Classification of a term according to the methodology employed in creating the term.

PERMISSIBLE INSTANCES: Types of *term provenance* are:

a) transdisciplinary borrowing

DESCRIPTION: A term taken from another subject field.

EXAMPLE:

term = ram:
⇒ < biology > animal
⇒ < military science > battering ram
⇒ < manufacturing engineering > press ram

NOTE: The *source discipline*, subject field, or domain can be indicated as an extension of the data category content: *transdisciplinary borrowing from metallurgy*.

b) translingual borrowing

ADMITTED NAME: *loan word*

DESCRIPTION: A term taken from a foreign language and perhaps naturalized.

EXAMPLE:

de Raster ⇒ *en* raster [no change in meaning: grid used for digitizing data]
en handy ⇒ *de* Handy
[change in meaning: *en* adjective referring to anything that is convenient to use ⇒ *de* cellular phone]

NOTE: The *source language* can be indicated as an extension of the data category content; e.g., *translingual borrowing from English*. The relation between loan words in the target language and the original in the source language can be either one of identity (Raster-raster) or of semantic change (handy-Handy).

c) loan translation

NONADMITTED NAME: *calque* (deprecated)

DESCRIPTION: A term whose elements have been literally translated from the elements of a term in a foreign language.

EXAMPLE: Definition: viewing area on a computer display screen
en window ⇒ *de* Fenster ⇒ *es* ventana

NOTE 1: A *translingual borrowing* (*loan word*) involves the direct acceptance of a term from one language into another, whereas *loan translation* involves the translation of term elements based on componential analysis. The *source language* can be indicated as an extension of the data category content: *loan translation from English*.

NOTE 2: The French term *calque* is frequently misused in English to designate an incorrect or undesired loan translation, whereas its meaning in French is strictly that of *loan translation*. See also *false friend* A.3.2.

d) neologism

DESCRIPTION: A newly coined term.

EXAMPLE: < pharmacology > immunosuppressant

Definition: a substance administered for the purpose of suppressing the rejection of transplanted tissue

A.2.4.2 etymology

DESCRIPTION: Information on the origin of a word and the development of its meaning.

NOTE: Detailed etymology is primarily a concern of lexicology, although terminology is in some instances concerned with these features, particularly with respect to the coining of neologisms in language planning and term formation environments.

EXAMPLE: term: aspirin

etymology: from *a*cetyl + *spir*aeic acid (old name for salicylic acid)

A.2.5 pronunciation

DESCRIPTION: The representation of the manner by which a term is articulated.

NOTE: Pronunciation is typically indicated using the International Phonetic Alphabet. A given term can have more than one pronunciation, in which case it can be highly desirable to link the variant pronunciations to an indication of geographical usage.

EXAMPLE: *thermoplastic* /ˌθɜːməʊˈplæstɪk /

A.2.6 syllabification

DESCRIPTION: The division of a word reflecting its articulation by syllables, i.e., by uninterrupted units of pronunciation.

EXAMPLE: *ther mo plas tic*

NOTE: Syllabification is frequently indicated in dictionary entries and pertains to spoken language.

A.2.7 hyphenation

DESCRIPTION: The division of a word in writing, such as at the end of a line, according to a given set of rules.

EXAMPLE: *pho-ne-ti-cian*

NOTE: Words are hyphenated in order to block text efficiently and attractively for printing. Rules for syllabification and hyphenation can differ in some languages and in some situations.

A.2.8 morphology

A.2.8.1 morphological element

DESCRIPTION: Unit resulting from the division of words into their smallest meaningful parts.

EXAMPLE: The morphological elements *in* + *com* + *ing* combine to create the word *incoming*.

A.2.8.2 term element

DESCRIPTION: Any logically significant portion of a larger term.

NOTE: In terminology databases, nondiscrete term elements can be separated by special symbol combinations or other conventions in order to access them for formation of all-word indexes or semi-automatic secondary keys. Such division can be arbitrary to some degree, depending on the elements that need to be searched. The data category can recur as needed.

EXAMPLE: immuno suppressant

A.2.9 term status

DESCRIPTION: A qualifier of a term indicating such aspects as approval, acceptability, or applicability in a given context.
EXAMPLE: See "base (deprecated)" in annex C, figure C.1
NOTE: This International Standard treats term status qualifiers as permissible instances that serve as the content of one of the data categories associated with *term status*. Some databases treat these categories as elements in their own right that feature terms as their data content. This phenomenon is known as *bimodality* or *data modeling variance* and is treated in detail in ISO 12200, annex D.

Data categories associated with *term status* include:

- normative authorization
- administrative status
- process status
- language-planning qualifier

A.2.9.1 normative authorization

DESCRIPTION: A term status qualifier assigned by an authoritative body, such as a standards body or a governmental entity with a regulatory function.
NOTE: This category should be accompanied by or linked to a reference to the normative organization in question.
PERMISSIBLE INSTANCES: *Normative authorization* qualifiers can include:

a) standardized term
ADMITTED NAME: *standard term*
DESCRIPTION: A term that has been standardized by a standardizing body.
NOTE: Most *standardized terms* are also *preferred terms*, but *admitted terms* can also be included in this category.
EXAMPLE: All three terms, “serializer”, “parallel-serial converter” and “dynamicizer” are standardized terms in annex C, figure C.2.

b) preferred term
DESCRIPTION: A term recommended by an authoritative body.
NOTE: For definition of related term, see ISO 1087:1990, 5.6.1
EXAMPLE: “Serializer” is the preferred term in annex C, figure C.2.

c) admitted term
DESCRIPTION: A term accepted as a synonym for a preferred term by an authoritative body.
NOTE: For definition of related term, see ISO 1087:1990, 5.6.2
EXAMPLE: “Parallel-serial converter” and “dynamicizer” are admitted terms in annex C, figure C.2.

d) deprecated term
ADMITTED NAME: *rejected term*
DESCRIPTION: A term rejected by an authoritative body.

NOTE: For definition of related term, see ISO 1087:1990, 5.6.3
EXAMPLE: “Base” is a deprecated term in annex C, figure C.1.

e) superseded term
DESCRIPTION: A term that is no longer preferred or admitted.
EXAMPLE: In plastics terminology, the generic term *reformulated plastic* has been superseded by the more precise terms *recycled plastic*, *reprocessed plastic*, and *reworked plastic*.

f) legal term
DESCRIPTION: A term that is legally defined and used in legally binding documents.
EXAMPLE: *force majeure*, designating the title of a standard clause found in contracts exempting the parties for nonfulfillment of their obligations by reasons of occurrences beyond their control, such as earthquakes, floods, or war

g) regulated term
DESCRIPTION: A term defined by law or government regulation.
EXAMPLE: *Post-consumer recycled product* is strictly defined in national and international environmental and consumer-protection legislation.

A.2.9.2 language-planning qualifier

DESCRIPTION: A qualifier assigned to a provisional term within a language planning or descriptive terminology environment.
NOTE: In contrast to the categories listed in A.2.9.1, these items are either not subject to standardization or have not yet been finalized within the standardization process.
PERMISSIBLE INSTANCES: Types of *language planning qualifiers* include:

a) recommended term
DESCRIPTION: A term that has been recommended by a subject specialist.
NOTE: In descriptive terminology management such as is conducted in the social sciences, the specification of preferred or deprecated terms is eschewed.

b) nonstandardized term
DESCRIPTION: A candidate term that has not yet been introduced to the standardization or language planning process.

c) proposed term
ADMITTED NAME1: *paraphrase*
ADMITTED NAME2: *suggested term*
DESCRIPTION: A term used on a provisional basis for a concept for which no satisfactory term exists.
NOTE 1: In translation-oriented terminology work, a proposed term can be a paraphrase representing a concept for which no existing term is available in a target language or for which an apparently obvious loan translation can be undesirable. Over time, proposed terms either come to be recognized as terms themselves or are eventually replaced by more concise, effective terms.

EXAMPLE 1: "Schlupfregelung" in German cannot be translated "slip control" in English, not because it lacks transparency, but because "slip" is considered a negative phenomenon by American automotive engineers. Hence the name of this system was originally paraphrased as "torsion control isolation" in English and is now widely known by the initialism "TCI".

NOTE 2: In descriptive terminology work, a terminologist or expert can propose a term designed to help the user recognize the deficiencies of existing terms, to select a more appropriate term, or to provide a term where none exists

EXAMPLE 2: "Pan-ethnic" is suggested for the concept defined as pertaining to "organizations, movements or characteristics that embrace several ethnic communities and blur ethnic boundaries."

d) new term

DESCRIPTION: A term that is in the introductory phase of the standardization or language planning process.

NOTE: This data element refers only to a term's advancement within the standardization activity. See *neologism* and *proposed term* (*term provenance*, A.2.4.1) for data categories that treat etymological or term formation aspects of terms.

A.2.9.3 administrative status

DESCRIPTION: The status of a term with respect to its assignment to an administrative level within a certain working environment.

NOTE: The actual status of terms themselves with respect to standardization is treated under *normative authorization* in A.2.9.1 This category should be accompanied by or linked to a reference to the administrative organization in question. Examples of administrative status can include references to individuals, working groups, committees, or the like who have recommended or are currently conducting work on a term.

A.2.9.4 process status

DESCRIPTION: The status of a term with respect to its advancement within the standardization process.

PERMISSIBLE INSTANCES: Process levels include:

a) unprocessed

DESCRIPTION: The status of a term that has not yet begun the standardization process.

b) provisionally processed

DESCRIPTION: The status of a term that has completed all but the final stages of the standardization process.

c) finalized

DESCRIPTION: The status of a term that has completed the standardization process.

A.2.10 degree of synonymy

DESCRIPTION: Degree to which a term in a language covers the same concept covered by another term in the same language.

PERMISSIBLE INSTANCES: Typical *degrees of synonymy* are analogous to the *degrees of equivalence* (A.3.1): narrower, synonymous, approximately synonymous, broader, and nonsynonymous.

A.3 equivalence

A.3.1 degree of equivalence

DESCRIPTION: The extent to which the intensions of two or more concepts overlap.

PERMISSIBLE INSTANCES: Typical degrees of equivalence include:

a) narrower

DESCRIPTION: Qualifier assigned to a term that is associated with a smaller extension than the term with which it is judged to be equivalent or synonymous.

EXAMPLE: The English term “test” represents a smaller extension than the German term “Prüfung”.

b) equivalent

DESCRIPTION: Qualifier assigned to equivalent terms.

EXAMPLE: The English term “living being” and the French term “être vivant” are *equivalent terms*.

c) quasi-equivalent

ADMITTED NAME: *near-equivalent*

DESCRIPTION: Qualifier assigned to a term whose concept includes either fewer or more characteristics than a parallel concept in the second language.

EXAMPLE: *de* Prüfung includes *en* inspection and *fr* contrôle, but is broader than the French and English terms in that it also includes the concept of *test*, which is clearly excluded from the *en* and *fr* concepts.

d) broader

DESCRIPTION: Qualifier assigned to a term that is associated with a larger extension than the term with which it is judged to be equivalent or synonymous.

EXAMPLE: The extension of German “Prüfung” is larger than that of English “test”.

e) equivalent phrase

DESCRIPTION: Qualifier assigned to a phraseological unit in one language that expresses the same semantic content as a phraseological unit in another language.

NOTE: Equivalent phrases in one language can in many instances equate to single or multi-word terms in other languages.

EXAMPLE:
en technically equivalent
fr équivalents sur le plan technique
en third-party certification
fr certification par tierce partie

NOTE: Multilingual term pairs can be identified as equivalent or quasi-equivalent, depending on the degree of similarity in their underlying concepts, and they can also be qualified as

bidirectional or monodirectional, depending on whether the equivalence relationship operates in one or both directions (see *directionality*, A.3.3). Nonequivalence is also frequently listed as a degree of equivalence, but nonequivalents require different treatment because they will not appear as equivalent terms in the same term entry (see *false friend*, A.3.2).

A.3.2 false friend

ADMITTED NAME1: faux amis

ADMITTED NAME2: nonequivalent

DESCRIPTION: A term in one language that only appears to have formal or semantic similarity with a term in another language, but that does not represent the same concept.

NOTE: *False friends* are frequently *false cognates*, i.e., terms that appear to be the same or very similar in etymological origin, but do not have the same meaning in both languages. They can also be *false calques* or *false loan translations*, i.e., literal translations that are incorrect or misleading, either because a proper equivalent already exists in the target language or because the term elements used in the translation are not themselves equivalent to those used in the source language. If an entry is present in the terminology collection for the term designated as a false friend, there should be a reference to this entry.

EXAMPLE 1: *false cognate:* In quality assurance environments (as opposed to accounting), French “contrôler”, meaning “to check up on” or “to inspect”, is a *false cognate* to the English term “control”, which means “to have power over”.

EXAMPLE 2: *false calque:* The term *de* “Schneidenscheibe” is a rectangular washer. If it is translated as *en* “knife-edge disk”, the result is a false calque because the translation implies a round cutting wheel.

A.3.3 directionality

DESCRIPTION: A property of equivalent terms indicating whether a similar degree of equivalence exists when moving from a first language to a second language as when moving from the second language to the first.

PERMISSIBLE INSTANCES: With respect to *directionality*, equivalence can be designated as:

a) bidirectional

DESCRIPTION: Qualifier used with bilingual equivalent terms to indicate that a similar degree of equivalence exists when moving from a first language to a second language as when moving from the second language to the first.

b) monodirectional

DESCRIPTION: Qualifier used with bilingual equivalent terms to indicate that equivalence exists only when moving from a first language to a second language and not when moving from the second language to the first.

EXAMPLE: Some equivalence relations are bidirectional, i.e., the equivalent in the first language is freely substitutable by the equivalent in the second language and vice versa, e.g., English “adhesive” in annex C, figure C.3 and French “adhésif”. This condition is most likely to occur in standardized, fully harmonized technical terminology.

Frequently some restriction is placed on the equivalence relation, in which case the relation can be designated as monodirectional in one or the other direction, i.e., the term in the first language is equivalent to the term in the second language, but not necessarily vice versa, e.g., in annex C, figure C.3, the deprecated English "glue" = French "adhésif", but French "adhésif" should be equated to the preferred English term "adhesive" for standardized texts. Hence the relation between "glue" and "adhésif" is *monodirectional* in this context. If used, the *monodirectional* designation should be accompanied by an explanatory transfer comment (A.3.5).

A.3.4 reliability code

DESCRIPTION: A code assigned to a data category or record indicating adjudged accuracy and completeness.

NOTE: Reliability codes are widely associated with equivalence and are viewed as subjective and therefore themselves unreliable.

A.3.5 transfer comment

DESCRIPTION: Note included in a term entry providing more explicit information on the degree of equivalence, directionality or other special features affecting equivalence between a term in one language and another term in a second language.

A.4 subject field

ADMITTED NAME1**: domain**

ADMITTED NAME2: **subject label**

DESCRIPTION: An area of human knowledge to which a terminological record is assigned.

EXAMPLE 1: The subject field for annex C, figure C.3 is *plastics*.

NOTE: Within a database or other terminology collection, a set of subject fields, domains or classification codes will generally be defined. More than one subject field can be indicated for a given concept, and subject fields can be designated hierarchically as subfields by indicating a level index. Three levels are typical, although additional levels up to 9 are practically possible.

EXAMPLE 2: Multiple levels

Subject field (level 1):	disease
Subject field (level 2):	cancer
Subject field (level 3):	non-Hodgkins lymphoma

A.4.1 classification system

DESCRIPTION: The arrangement of concepts into classes and their subdivisions to express the relations among them.

NOTE 1: For definition of related term, see ISO 5127-6:1983, 3.4.1.02

NOTE 2: The *classification system* used in a terminology collection can appear as a header code to indicate the classification system used throughout a terminology file or document, e.g., UDC, BRT, etc., or it can vary among entries and be reported separately in each entry. The *classes* themselves are covered by the subject field (A.4) data category.

A. 4.2 classification number

DESCRIPTION: A set of symbols, with rules for their application, used to represent classes and their interrelations.
NOTE 1: For definition of related term, see ISO 5127-6:1983, 3.4.3.1-01
EXAMPLE: UDC 621.3 = “electrical engineering”
NOTE 2: If classes are represented by words instead of notation, they will probably be treated as subject field and subfield references.

A.5 concept-related description

DESCRIPTION: Any kind of explanatory material used to elucidate a concept.
NOTE 1: Types of *concept-related description* can include:
definition
explanation
context
NOTE 2: Although *translations* should not generally be used as documentation of term equivalence, this can be necessary when there is no available documentation in the target language and when the translator or translating entity represents a major or the sole authority on the concept. Any text field (definition, explanation, context, note) can be qualified as a translation.

A.5.1 definition

DESCRIPTION: A statement that describes a concept and permits its differentiation from other concepts within a system of concepts.
NOTE: For definition of related term, see ISO 1087:1990, 4.1
PERMISSIBLE INSTANCES: Types of *definition* can include:

a) intensional definition
DESCRIPTION: A definition that identifies the concept’s nearest superordinate concept and the characteristics that differentiate the given concept from coordinate concepts.
EXAMPLE: See annex C, figures C.1, C.2, C.3.

b) extensional definition
DESCRIPTION: A definition based on the enumeration of the concepts that refer to the main parts of an object covered by a superordinate concept in a partitive relation.
EXAMPLE: **planets in the solar system**
Mercury, Venus, Earth, Mars, Jupiter, Saturn, Uranus, Neptune and Pluto.

c) partitive definition
DESCRIPTION: A definition based on the enumeration of the concepts that refer to the main parts of an object covered by a superordinate concept in a partitive relation.
EXAMPLE: The standard computer workstation is made up of a CPU, a display terminal, variable user input interfaces (e.g., keyboards, mice, scanners, or any combination of these items), storage media (disk and tape drives and the like), and various output devices (e.g., printers, plotters, speakers, etc.).

A.5.2 explanation

DESCRIPTION: A statement that describes and clarifies a concept and makes it understandable, but does not necessarily differentiate it from other concepts.

EXAMPLE: Explanation of catalyst: < chemistry > material that triggers or accelerates a chemical reaction

NOTE: In order to constitute an adequate *definition*, this *explanation* (which would be classified as defective if it were viewed as a *definition*) needs to include the information that the catalyst itself is not changed by the reaction.

A.5.3 context

DESCRIPTION: A text or part of a text in which a term occurs.

NOTE 1: For definition of related term, see ISO 1087:1990, 6.1.5.7

NOTE 2: Contexts are documented very frequently in descriptive and translation-oriented terminology work. Some databases use “example” for contextual references. Such data categories should be converted to the data category “context” for interchange purposes.

In addition to providing information about concepts, contexts provide text-typological information valuable for determining term usage and collocational references. Consequently some databases classify *context* as a *term-related* data category.

PERMISSIBLE INSTANCES: Types of *contexts* can include:

a) defining context

DESCRIPTION: A context that contains substantial information about a concept, but that does not possess the formal rigor of a definition.

NOTE: When a defining context is composed of an extended discourse on the subject concept, one can speak of an *encyclopedic context*.

EXAMPLE: Defining context for “weaving”: Weaving is a method of producing cloth by interlacing two or more sets of yarns, at least one warp and one filling set, at right angles to each other.

b) explanatory context

DESCRIPTION: A context that provides a summary explanation of a concept.

EXAMPLE: Explicative context for “reed”: The “reed”, which keeps the warp yarns separated, helps to determine cloth width.

c) associative context

DESCRIPTION: A context that contains the minimum amount of conceptual information needed to associate a concept to a particular concept field.

EXAMPLE: Machine tool operations such as blanking, piercing, lancing, shearing, *beading* and flanging can also be performed in a press brake.

d) linguistic context

DESCRIPTION: Context that illustrates the function of a term in discourse, but that provides no conceptual information.

NOTE: Cases where the occurrence of a term is not accompanied by surrounding discourse are simple *attestations*.

EXAMPLE: *Cylindrical grinders* consume relatively little power.

e) metalinguistic context

DESCRIPTION: Context consisting of a discourse about the term as a sign in such a way that the term is used in an autonomous way.

NOTE: The metalinguistic context differs from other types of contexts in the sense that it constitutes a discourse about the term itself, while the other types of contexts consist of discourse about the object or the notion to which the term refers.

EXAMPLE: The term *expertise* in French when it is used to mean *compétence d'expert* (*expert competence*) is a borrowing from English.

A *filibuster*, which is what we call the well-know practice of conducting an endless debate, can seriously impede the legislative process.

A.5.4 example

DESCRIPTION: Descriptive material that provides a sample of the object or entity defined in the entry.

NOTE: Some databases use "example" for contextual references. Such items should be converted to the data category "context" for interchange purposes.

EXAMPLE: See annex C, figure C.1.

A.5.5 nontextual illustrations

A.5.5.1 figure

DESCRIPTION: A diagram, picture, or other graphic material used to illustrate a concept or group of concepts.

EXAMPLE: Annex C, figure C.4, shows an illustrative figure that might be used in conjunction with a term entry.

A.5.5.2 audio

DESCRIPTION: Sound, spoken words, music, or other audible representation used to illustrate or explain terms or concepts.

EXAMPLE: A recording of the pronunciation of a term coordinated with a term entry in a multimedia environment.

A.5.5.3 video

DESCRIPTION: Recorded visual images used to represent or illustrate terminological information.

EXAMPLE: Video images can be used to illustrate a concept, a process, a test method, etc.

NOTE: Digitized video can include an audio component.

A.5.5.4 table

DESCRIPTION: An array of data arranged in columns and rows used in documenting, explaining, or describing a concept within a terminology collection.

EXAMPLE: Annex D of this International Standard consists of a set of tables.

A.5.5.5 other binary data

DESCRIPTION: Any foreign data not covered by the previous categories.

EXAMPLE: Spreadsheets, virtual reality files, flight simulations, and the like.

A.5.6 unit

DESCRIPTION: A relationship between a reference value as defined by an authoritative body; a quantity measured.

EXAMPLE: force is measured in newtons
length is measured in millimetres
weight is measured in grams

NOTE: There is only one unit for each quantity in the SI system of units. The unit used to measure a quantity can be extraordinarily valuable in a terminology collection. In some cases, it can represent a major characteristic for determining the precise identity of a referenced concept, especially if polysemy or lack of precision creates ambiguity in a text.

A.5.7 range

DESCRIPTION: The relationship between a set of limits within which a quantity is measured, as expressed by stating the lower and upper range values.

EXAMPLE: 0 — 100 °C = liquid state of water

NOTE: Range, like unit, can be a critical delimiting characteristic in defining a concept, particularly in materials databases.

A.5.8 characteristic

DESCRIPTION: A mental representation of a property of an object serving to form and delimit its concept.

NOTE: For definition of related term, see ISO 1087:1990, 3.2

EXAMPLE: compressibility (gas)
flammability (fuel)
liquidity (financial assets)

A.6 concept relation

DESCRIPTION: A semantic link between concepts.

NOTE: Concept relations form the basis for concept systems. Types of *concept relation* can include:

generic relation
partitive relation
sequential relation
temporal relation
spatial relation
associative relation
[open list]

A.6.1 generic relation

DESCRIPTION: A hierarchical concept relation in which the intension of the superordinate concept is a subset of the intension of the subordinate concept.

NOTE: Generic relations can be characterized in that all concepts that belong to the category of the narrower concept (the species) are part of the extension of the broader concept (the genus).

EXAMPLE: There is a generic relation between the concept *fruit* and the concept *apple*.

A.6.2 partitive relation

ADMITTED NAME1: **whole-part relation**

ADMITTED NAME2: **part-whole relation**

DESCRIPTION: A hierarchical relation in which the superordinate concept represents an object as a whole and the subordinate concepts represent its parts.

EXAMPLE: There is a partitive relation between the concept *peel* and the concept *apple*.

A.6.3 sequential relation

DESCRIPTION: A relation of dependence between concepts referring to objects that have a spatial or temporal contiguity.

EXAMPLE: cause-effect; producer-product; steps in a process

NOTE 1: Types of *sequential relation* can include:
temporal relation
spatial relation

NOTE 2: By virtue of the law of relativity, it can be difficult in some cases to distinguish between spatial and temporal components. For instance, assembly line workstations can be viewed as being in spatial or temporal relation with one another.

A.6.3.1 temporal relation

DESCRIPTION: A relation of dependence between concepts referring to objects that have temporal contiguity.

EXAMPLE: cause and effect; producer-product; steps in a process

A.6.3.2 spatial relation

DESCRIPTION: A relation of dependence between concepts referring to objects based on their relative positions in space.

EXAMPLE: right and left sides of the human body; features on the globe (See annex C, figure C.4.)

A.6.4 associative relation

ADMITTED NAME1: **thematic relation**

ADMITTED NAME2: **pragmatic relation**

DESCRIPTION: A relation between concepts that can be established on the basis of thematic connections.

NOTE: For definition of related term, see ISO 1087:1990, 3.7.2.2

EXAMPLE: teacher : school; automobile : highway

A.7 conceptual structures

A.7.1 concept system

DESCRIPTION: The structured set of concepts established according to the relations between them, each concept being determined by its position in the set.

NOTE: The *concept system* category can be used together in the same terminological entry with the *concept position* category (A.7.2) for the purpose of reporting concept position and the type of concept system involved.

PERMISSIBLE INSTANCES: Types of *concept system* can include:

a) generic concept system

DESCRIPTION: A concept system in which concepts that belong to the category of the narrower concept (the species) are part of the extension of the broader concept (the genus).
EXAMPLE: Annex C, figure C.5, illustrates a generic concept system.

b) partitive concept system

DESCRIPTION: A concept system based on whole-part or part-whole relations.
EXAMPLE: Annex C, figure C.6, illustrates a partitive concept system.

c) sequential concept system

DESCRIPTION: A concept system based on spatial and temporal relations.
EXAMPLE: The successive processes employed on a manufacturing production line constitute a typical sequential concept system.

d) associative concept system

DESCRIPTION: A concept system based on associative, i.e., thematic or pragmatic, relations.
EXAMPLE: A collection of loosely related terms applying to a single discipline can constitute an associative concept system.

A.7.2 concept position

DESCRIPTION: The position of a concept in a concept system.
NOTE 1: Types of concept position can include:
broader concept
superordinate concept
subordinate concept
coordinate concept
NOTE 2: If concept position is indicated in a database, its value can be one of the types listed above, or it can also be indicated as a number such as the *classification number* data category (A.4.2). A number used to represent concept position or the position of a thesaurus descriptor is frequently called a *notation*.

A.7.2.1 broader concept

DESCRIPTION: A concept two or more levels of abstraction higher than subject concept in a hierarchical concept system.
EXAMPLE: In annex C, figures C.5 and C.6, “fastener” and “arm” are broader concepts.
NOTE: Broader concepts can occur in either a generic or a partitive concept system.

A.7.2.2 superordinate concept

DESCRIPTION: A concept in a hierarchical system that can be subdivided into a number of lower-ranking concepts.
NOTE 1: For definition of related term, see ISO 1087:1990, 3.1.2
EXAMPLE: In annex C, figure C.5, “nail” is a *superordinate concept* with respect to “common nail” and “panel nail”. In annex C, figure C.6, “lower arm” is a *superordinate concept* with respect to “ulna” and “radius”.

NOTE 2: In generic concept systems, a *superordinate concept* constitutes the concept itself, whereas the common linguistic term "hyperonym" references the term that represents the concept. Superordinate concepts in partitive systems can also be called *comprehensive concepts*.

A.7.2.3 subordinate concept

DESCRIPTION: A concept in a hierarchical system that can be grouped together with at least one more concept of the same level to form a higher ranking concept.
NOTE 1: For definition of related term, see ISO 1087:1990, 3.1.3
EXAMPLE: In annex C, figure C.5, "finishing nail" is a *subordinate concept* with respect to "nail". In annex C, figure C.6, "ulna" is a *subordinate concept* with respect to "lower arm".
NOTE 2: "Subordinate concept" emphasizes the concept itself, whereas the common linguistic term "hyponym" references the term that represents the concept. Subordinate concepts in generic systems can be called *specific concepts*. In partitive concept systems, subordinate concepts can be called *partitive concepts*.
NOTE 3: The *subordinate concept* data category must be hierarchically iterative in order to account for deeper levels of abstraction. In annex C, figure C.6, for instance, if the bones of the wrist were viewed as divided into separate regions, an additional level of abstraction would be introduced into the system requiring a deeper level of subordination.

A.7.2.4 coordinate concept

DESCRIPTION: A concept in a hierarchical system that ranks at the same level as one or more other concepts.
NOTE: For definition of related term, see ISO 1087:1990, 3.1.4
EXAMPLE: In annex C, figure C.5, "finishing nail" and "tack" are *coordinate concepts*. In annex C, figure C.6, "ulna" and "radius" are *coordinate concepts*.
NOTE: *Coordinate concept* designates the concept itself, whereas the common linguistic term *co-hyponym* references the term that represents the concept.

A.7.2.5 related concept

DESCRIPTION: A concept that has an associative relation to another concept.
EXAMPLE: "Teacher" and "school" are *related concepts*.

A.8 note

ADMITTED NAME1: **remark**
ADMITTED NAME2: **comment**
DESCRIPTION: Supplemental information pertaining to any other element in the data collection, regardless whether it is a term, term-related, descriptive, or administrative.
NOTE: If possible, supplemental information can be identified with more specific data categories, e.g., *usage note* A.2.3.1, *transfer comment* A.3.5, etc.

A.9 documentary language

DESCRIPTION: A formalized language used to characterize data or the content of documents to permit their storage and retrieval.

A.9.1 thesaurus name

ADMITTED NAME: **thesaurus**

DESCRIPTION: The title of a thesaurus from which a descriptor is taken.

NOTE: Terminologically speaking *thesaurus* and *thesaurus name* are not synonyms, but as data category names, they function as if they were synonyms since the content of both categories will indeed be the name of a thesaurus.

A.9.2 thesaurus descriptor

ADMITTED NAME: **descriptor**

DESCRIPTION: The term in a thesaurus that can be used to represent a concept in a document or in a request for retrieval.

NOTE 1: For definition of related term, see ISO 5127-6:1983, 3.4.2-02

NOTE 2: Although *concept systems* and *thesauri* can both be used to represent information and knowledge, *concept systems* are used to represent concept structures in terminology and information management, whereas *thesauri* are constructed specifically for information retrieval purposes in library science and documentation environments. The two traditions are subject to different conventions and rules and would not normally be combined. Nevertheless, a terminological entry can indicate that a term is a thesaurus descriptor in a documentary language. A number used to represent concept position or the position of a thesaurus descriptor is frequently called a *notation*.

A.9.2.1 top term

DESCRIPTION: A thesaurus descriptor representing the highest level concept in a hierarchical relation.

EXAMPLE: In annex C, figure C.7, “NOISE (SOUND)” is a *top term*.

A.9.2.2 broader term

DESCRIPTION: A thesaurus descriptor representing a superordinate term in a hierarchical relation.

NOTE: For definition of related term, see ISO 5127-6:1983, 3.4.6.2-01

EXAMPLE: In annex C, figure C.7, “AERODYNAMIC NOISE” is a *broader term*.

A.9.2.3 narrower term

DESCRIPTION: A thesaurus descriptor representing a subordinate term in a hierarchical relation.

NOTE: For definition of related term, see ISO 5127-6:1983, 3.4.6.2-04

EXAMPLE: In annex C, figure C.7, “SONIC BOOMS” is a *narrower term*.

A.9.2.4 related term

DESCRIPTION: < thesaurus descriptor > A term connected to another term by a coordinate or associative relation.

EXAMPLE: In annex C, figure C.7, “NOISE INJURIES” is a related term.

A.9.3 nondescriptor

DESCRIPTION: A term in a thesaurus that must not be used to represent a concept, but that refers to one or more descriptors to be used instead.

NOTE: For definition of related term, see ISO 5127-6:1983, 3.4.2-03

EXAMPLE: With reference to annex C, figure C.7, “Noise, engine” would be a *nondescriptor*.

A.9.4 keyword

DESCRIPTION: A word or group of words, possibly in lexicographically standardized, i.e., lemmatized, form, taken out of a title or of the text of a document characterizing its content and enabling its retrieval.

EXAMPLE: The terms “data category” and “terminological entry” are *keywords* for this International Standard.

A.9.5 index heading

ADMITTED NAME: **index word**

DESCRIPTION: A term chosen to be used in an index to represent an item or a concept in a document.

NOTE: Keywords are frequently used as index headings, but not all index headings actually occur in documents, as it is good practice to also include those terms as index headings that a potential reader is likely to search for in a document.

EXAMPLE: All data categories specified in this standard are included as index headings in the index, as are a number of permuted forms, common synonyms, and variants.

A.10 administrative information

A.10.1 terminology management transactions

DESCRIPTION: One of the steps involved in the creation, approval, and use of a terminology entry.

PERMISSIBLE INSTANCES: *Terminology management functions* (A.10.2) are directly linked to the following *terminology management transactions*:

a) origination
DESCRIPTION: A database transaction involving the creation of a term entry.

b) input
DESCRIPTION: A database transaction involving the recording of a term entry or related information into a database.
NOTE: Input can be identical to origination, but does not necessarily have to be: one individual can have collected information, while another enters (inputs) it into a database.

c) modification
DESCRIPTION: A database transaction involving the updating of a term entry.

d) check
DESCRIPTION: A database transaction involving the checking of a term entry.

e) approval
DESCRIPTION: A database transaction involving the definitive approval of a term entry.

f) withdrawal
DESCRIPTION: A database transaction involving the removal of a term entry.

g) standardization
DESCRIPTION: A database transaction involving the standardization of a term entry.

h) exportation
DESCRIPTION: A database event involving the exportation of a term entry to an outside database or to an interchange format.

i) importation
DESCRIPTION: A database event involving the importation of a term entry from an outside database.

A.10.2 terminology management functions

DESCRIPTION: Data categories pertaining to the management of terminology within the activities of a working group.

NOTE: Types of *terminology management functions* can include:
date
responsibility

A.10.2.1 date

DESCRIPTION: The point of time at which a transaction or event takes place.

NOTE 1: Types of *date* can include:
origination date
input date
modification date
check date
approval date
withdrawal date
standardization date
exportation date
importation date

NOTE 2: The layout YYYY-MM-DD according to ISO 8601, with the possibility of expansion to date and time, e.g. YYYY-MM-DD hh:mm:ss, should be used to represent dates. If a database does not use this format, conversion of date-related data can be required before interchanging data.

The “date” category can be associated with virtually any element in any kind of record. It can be used as an administrative notation to indicate times when records are entered, edited or approved, or it can be part of the actual knowledge content in the record itself, such as in a bibliographic record.

EXAMPLE: 1995-10-30 12:32:41

A.10.2.1.1 origination date

DESCRIPTION: The date on which an element (field, record, entry, etc.) is created.

A.10.2.1.2 input date

DESCRIPTION: The date on which an element (field, record, entry, etc.) is input into a data collection.

NOTE: "Origination date" and "input date", as well as their respective transactions, can be identical, in which case the latter may not be necessary.

A.10.2.1.3 modification date

DESCRIPTION: The date when a field, record, etc. is edited or otherwise modified.

A.10.2.1.4 check date

DESCRIPTION: The date when a field, record, etc. is checked.

A.10.2.1.5 approval date

DESCRIPTION: The date when a record, entry, etc. is approved or declared a consolidated item.

A.10.2.1.6 withdrawal date

DESCRIPTION: The date when a record or entry is removed from an active data collection and placed in an archive file.

A.10.2.1.7 standardization date

DESCRIPTION: The date when a term is introduced as a normative term based on final approval by an authoritative body.

A.10.2.1.8 exportation date

DESCRIPTION: The date when a terminological entry is exported from a database to another database or to an interchange format.

A.10.2.1.9 importation date

DESCRIPTION: The date when a terminological entry is imported into a database.

A.10.2.2 responsibility

DESCRIPTION: An identifier assigned to the individual associated with a terminology management transaction.

NOTE: Types of *responsibility* can include:

originator
inputter
updater
checker
approver
user
subset owner
withdrawer
exporter
importer

A.10.2.2.1 originator
DESCRIPTION: An identifier assigned to the individual creating a field, record, etc.

A.10.2.2.2 inputter
DESCRIPTION: An identifier assigned to the individual inputting a field, or record, etc. if this varies from the originator.

A.10.2.2.3 updater
DESCRIPTION: An identifier assigned to the individual editing or otherwise modifying a field or record.

A.10.2.2.4 checker
DESCRIPTION: An identifier assigned to the individual checking a field or record.

A.10.2.2.5 approver
DESCRIPTION: An identifier assigned to the individual approving a consolidated or definitive field or record.

A.10.2.2.6 user
DESCRIPTION: An identifier assigned to the specific user-audience of a terminological entry.

A.10.2.2.7 withdrawer
DESCRIPTION: An identifier assigned to the individual responsible for withdrawing a terminological entry from the main terminology collection.

A.10.2.2.8 exporter
DESCRIPTION: An identifier assigned to the individual responsible for exporting a terminological entry from a terminology database.

A.10.2.2.9 importer
DESCRIPTION: An identifier assigned to the individual responsible for importing a terminological entry into a terminology database.

A.10.2.2.10 subset owner
DESCRIPTION: An identifier assigned to the specific individual responsible for administering a subset of terminological records.

A.10.3 subset identifier
DESCRIPTION: Any sub-group of terms within a database identified as having a property in common with other members of the sub-group, such as being administered by a single user or used for a specified application.

NOTE 1: Types of *subsets* can include:
customer subset
initial customer subset
project subset
initial project subset
product subset

business unit subset
application subset
environment subset
security subset

NOTE 2: Items identified by *subset owner* in effect comprise another type of subset, but the inclusion of a separate data category for this distinction as a *subset identifier* would be redundant. Instances in this subset group are combinable and mutually independent, i.e., the same entry can require the inclusion of multiple subset identifiers.

A.10.3.1 customer subset

DESCRIPTION: An identifier assigned to a terminological record indicating that it is associated with a specific customer.

A.10.3.2 initial customer subset

DESCRIPTION: An identifier assigned to a terminological record indicating that it is associated with a specific initial customer.

A.10.3.3 project subset

DESCRIPTION: An identifier assigned to a specific project indicating that it is associated with a term, record or entry.

A.10.3.4 initial project subset

DESCRIPTION: An identifier assigned to a specific initial project with which a term, record or entry is associated.

A.10.3.5 product subset

DESCRIPTION: An identifier assigned to a product to which a term is related.

A.10.3.6 application subset

DESCRIPTION: An identifier assigned to a terminology entry associated with a specific application.

NOTE: Originally intended for the identification of terms used in computer applications, this data category can potentially be used to identify terms used in other types of applications as well.

A.10.3.7 environment subset

DESCRIPTION: An identifier assigned to a terminology entry indicating its association with a specific computer environment.

A.10.3.8 business unit subset

DESCRIPTION: An identifier assigned to a term or terminological record indicating its association with a specific department, division, or other unit of an enterprise.

A.10.3.9 security subset

DESCRIPTION: An in-house security classification of a term.

NOTE: A security classification can frequently be assigned to a critical term during the product development phase when secrecy is of particular importance. Security qualification can occur in conjunction with date restriction, authorization code, or any of the other subset identifiers.
PERMISSIBLE INSTANCES: Types of *security subset* qualifiers can include:

a) public
DESCRIPTION: Security qualifier indicating that all users in a system can access an entry.

b) confidential
DESCRIPTION: Security qualifier indicating that only authorized users can access an entry.

A.10.4 authorization information

A.10.4.1 authorization function
DESCRIPTION: An identifier assigned to a system user designating the functions that user shall perform in the system or the range of data to which the user shall have access.
NOTE: Typical functions include read, write, and delete capabilities.

A.10.4.2 authorization identifier
DESCRIPTION: An identifier assigned to a system user designating that individual's log-in name.
NOTE: Typical identifiers are real names or aliases.

A.10.4.3 authorization password
DESCRIPTION: Name assigned to a system user that authorizes access to a database or data entry.
NOTE: Passwords are unique and typically user-selected.

A.10.4.4 job title
DESCRIPTION: Title assigned to a system user in a responsibility entry reflecting his or her functions with respect to database creation, maintenance, or use.
NOTE: Typical job titles include such items as *translator*, *terminologist*, *superuser* and *guest*.

A.10.5 user suggestion
DESCRIPTION: A suggested modification of the term, record or entry.
NOTE: This data category is used in group terminology management situations where some members of the group are not authorized to, or choose not to, change term entries, but can document suggestions for changes to be implemented by someone else. User suggestion can be associated with some sort of user identifier, e.g., a job title, authorization function, or responsibility identifier.

A.10.6 administrative term qualifiers

A.10.6.1 entailed term

DESCRIPTION: A term that is defined in another terminological entry in the same lexicon, glossary, terminology or vocabulary.
NOTE: Entailed terms can be any term used in a definition, either as a genus or a differentia, or any term used in a note, cross-reference or other textual element.

A.10.6.2 sort key

ADMITTED NAME: **sorting form**
DESCRIPTION: A character string used for comparisons in sorting and merging operations.
NOTE: A terminological sort key can allow alphabetic or systematic access.
EXAMPLE: 2,2-Dihydropyran is sorted according to “Dihydropyran”, not according to “2,2”. α'-Dimethyl-γ-pyrone is sorted according to “Dimethyl”, not according to “α”.

A.10.6.3 search term

DESCRIPTION: A term entered in a term entry for purposes of retrieval.
EXAMPLE: Many secondary index keys generated in terminological databases function as search terms, e.g., in a directional multilingual entry, target language equivalents can be identified as secondary keys and used as search terms.

A.10.7 language symbol

DESCRIPTION: A symbol used to designate the name of a language.
NOTE: The symbols specified in ISO 639 should be used. Ideally, it should be possible to include language information wherever necessary in terminology collections.
EXAMPLE: 2-letter symbols for common languages cited in this International Standard include:

en = English *fr* = French (français) *ru* = Russian (russki)
de = German (Deutsch) *es* = Spanish (español)

A.10.8 foreign text

DESCRIPTION: Markup used to identify a word, phrase, or extended text as belonging to some language other than that of the surrounding text.
EXAMPLE: In the German text of DIN EN ISO 9000-1, some terms are retained in English:
Vertragliche Anwendung von Beurteilungs- und Genehmigungs- oder Registrierungs-Systemen (second party)

A.10.9 collating sequence

RELATED NAME: **alphabetization sequence**
DESCRIPTION: A code indicating the ordering convention used for sorting a file.
PERMISSIBLE INSTANCES: Some types of collating sequence include:

a) *continuous alphabetical sequence*
ADMITTED NAME: *letter by letter alphabetization*
DESCRIPTION: Arrangement of entries according to the [alphabetical] filing value of the entry terms taken letter by letter without reference to blanks, hyphens, apostrophes, parentheses, or the like.

b) *discontinuous alphabetical sequence*
ADMITTED NAME: *word by word alphabetization*
DESCRIPTION: Arrangement of entries according to the [alphabetical] filing value of the entry terms taken word by word, resulting in the clustering of syntagmatic groups.

c) *special alphabetical sequence*
DESCRIPTION: Alphabetization according to conventions that pertain to a specific language or discipline.
EXAMPLE: Sequences for the Cyrillic alphabet or special Roman character sequences, such as Þ in Icelandic; sequences that account for special applications such as those described in 10.6.2.

d) *systematic sequence*
DESCRIPTION: Arrangement of entries in order based on a system of concepts.

e) *mixed sequence*
DESCRIPTION: Alphabetical arrangement of entries within systematically arranged sections.

f) *ASCII sequence*
DESCRIPTION: Arrangement of entries based on standard ASCII order.

A.10.10 entry type

DESCRIPTION: A category with which an entry in a terminological file is associated.
NOTE 1: In cases where several physical records are linked to form a virtual entry, all entry types can take the form of record types.
PERMISSIBLE INSTANCES: Entry types can include:

a) *terminological entry*
ADMITTED NAME: *term entry*
DESCRIPTION: A data entry that lists the terms associated with a given concept in a specifically defined subject field, together with other related information.

b) *concept entry*
DESCRIPTION: A terminological entry identified by a concept identifier that defines a specific concept and lists the terms associated with that concept.
NOTE: A typical concept entry can consist of or be introduced by a definition instead of by a term.

c) *lexicographical entry*
DESCRIPTION: A data entry that provides all the meanings associated with a given lexeme (head word).
NOTE: Lexicographical entries are not usually included in strict terminological files, but exceptions can occur, for instance in the case of student working files or in working entries during exploratory terminology research. It has also been theoretically proposed to include both lexicographical and terminological entries in the same file. Such entries should be clearly marked to avoid problems during data interchange.

d) *phraseological entry*
DESCRIPTION: A terminological entry that provides definitive and descriptive information pertinent to a phraseological or collocational unit.

e) *collocation entry*
DESCRIPTION: An entry treating a collocation (see A.2.1.18.1).

f) *set phrase entry*
DESCRIPTION: An entry treating a set phrase (see A.2.1.18.2).

g) *standard-text entry*
DESCRIPTION: An entry that provides information on a standard text (see A.2.1.19).

h) *cross-reference entry*
DESCRIPTION: An entry whose sole content consists of cross-reference to another entry in a database.

i) *responsibility entry*
DESCRIPTION: An entry containing information on an individual responsible for functions associated with a terminological element.

NOTE 2: See also *bibliographic entry*, annex B, B.2.

A.10.11 element working status

DESCRIPTION: A code indicating the level of completeness and accuracy of an element (field, record, entry) within a terminological collection.
NOTE: Working status levels include:

a) *starter element*
DESCRIPTION: A truncated or incomplete initial working element.
NOTE: A starter record or entry, for instance, can consist of nothing but a term and an empty template or form, or in some cases, a definition or foreign equivalent, but no source-language term.

b) *working element*
DESCRIPTION: A terminological element that is substantially complete, but that has not yet been approved by the terminologist responsible for the element.

c) *consolidated element*
ADMITTED NAME: *definitive element*
DESCRIPTION: A completed terminological element that has received final approval (sign-off) by the responsible terminologist.

d) *archive element*
DESCRIPTION: A terminological element that has been removed from active use in a database, but is archived for the purpose of retaining database history.

e) *imported element*
DESCRIPTION: A terminological element that originated as the result of data exchange with another database.

f) *exported element*
DESCRIPTION: An element that has been exported to another database, databases or to an interchange format.

A.10.12 target database
DESCRIPTION: A database or format to which data are exported.

A.10.13 entry source
DESCRIPTION: A database or format from which data are imported.

A.10.14 concept identifier
DESCRIPTION: A code used to identify a terminological data record (concept record or concept entry) in order to link physical elements to form a virtual concept entry.
EXAMPLE: If this data element specification were treated as a terminological entry, the position number A.10.14 could be used as a concept identifier.
NOTE: A concept identifier is used in cases where several records can pertain to the same concept, in which instance the record identifiers for the various records will differ, necessitating the inclusion of a linking identifier in order to maintain the integrity of the overall concept entry. Concept identifiers are also essential in systematically organized terminologies, where they are used as cross-reference identifiers from alphabetical lists. They are also listed separately in environments where a stable entry identifier is needed, but the virtual entry identifier can be subject to change as a result of database management considerations.

A.10.15 entry identifier
DESCRIPTION: A code that serves as the unique identifier of a terminological entry.

A.10.16 record identifier
DESCRIPTION: A code that serves as the unique identifier of a terminological record.
NOTE: A separate record identifier can be necessary in cases where several physical records are linked to form a virtual entry.

A.10.17 file identifier
DESCRIPTION: A code that serves as the unique identifier of a file in a terminology database management system.
NOTE: File identifiers become valuable when data from several files are merged or when aggregate files are split into subsets during data exportation and importation.

A.10.18 cross-reference
DESCRIPTION: A pointer field or record used in a data collection to direct the user to another related location, e.g., another record.

A.10.18.1 see

DESCRIPTION: A pointer field used in a terminology collection as a direction from one location that does not contain information to the location(s) where information can be found.

EXAMPLE: With respect to the thesaurus example in annex C, figure C.7, an entry in a companion terminology collection might contain the inverted term “noise, engine”, which would be followed by a “see” reference pointing to a primary record for “engine noise”.

A.10.18.2 see also

DESCRIPTION: A pointer field used in a terminology collection as a direction from one location that contains information to one or more other locations where related information will be found.

NOTE: *“See also” cross references* can be directed to any entry, record or data element in the terminology collection.

A.10.18.3 inverted term

DESCRIPTION: A multiword string that has been rearranged to create a new entry so that a desired keyword appearing at the end of the string appears first for the purpose of alphabetization.

NOTE: An inverted term will generally be used together with a “see” cross-reference.

EXAMPLE:
term: bovine spongiform encephalopathy
inverted term: encephalopathy, bovine spongiform: *see* bovine spongiform encephalopathy

A.10.18.4 permuted term

DESCRIPTION: A multiword string that has been rearranged so that desired keywords embedded in the term appear first for the purpose of alphabetization.

NOTE: A permuted term will generally be used together with a “see” cross-reference.

EXAMPLE:
term: bovine spongiform encephalopathy
permuted term: spongiform, bovine ~ encephalopathy: *see* bovine spongiform encephalopathy

A.10.18.5 homograph

DESCRIPTION: A word that is spelled like another, but that has a different pronunciation, meaning, and origin.

EXAMPLE: lead (guide), lead (metal); wind (airflow), wind (turn)

NOTE: As opposed to polysemic terms, which involve the same words being applied to different concepts, homographs are words that are derived from different etymological origins. *Homograph* is most likely to occur as a pointer to the entry for the other instance or instances where the word is used in association with a different concept.

A *homograph number* is a sequential number used to distinguish homographs. Although many print dictionaries use superscripts for homograph numbers, this convention has been infrequently facilitated in traditional databases. It is easily achieved in Graphical User Interfaces (GUI applications).

EXAMPLE:
term: lead[1] (v) guide …
term: lead[2] (n) metal …

A.10.18.6 antonym

DESCRIPTION: A term whose concept constitutes the opposite of the concept represented by a second term.
EXAMPLE: GO — NOGO (gauges); in tolerance — out of tolerance
NOTE: Although few terminology databases would document finer distinctions, antonyms can be further categorized as:
complements—terms whose concept constitutes the reciprocal value of the concept represented by a second term, whereby the sum of the complementary concepts constitute a kind of whole; example: yin/yang; drag coefficient/free-running characteristic
contrasts—terms whose concept exhibits marked difference from or opposition to the concept represented by a second term; example: red : green; black : white

A.10.19 source

DESCRIPTION: A complete citation of the bibliographic information pertaining to a document or other resource.
NOTE: For instance, a standard number would constitute a complete bibliographic citation, or the complete documentation might be included in a term entry. In electronic database management environments, inclusion of each entire bibliographical source in each terminological entry can lead to the presence of redundant data within a collection.
EXAMPLE 1: ISO 10241:1992, *International Terminology Standards – preparation and layout*
EXAMPLE 2: Wüster, Eugen. 1968. *The Machine Tool*. London: Technical Press.

A.10.20 source identifier

ADMITTED NAME1: **bibliographic source identifier**
ADMITTED NAME2: **terminological source identifier**
DESCRIPTION: The code assigned to a document in a terminological collection and used as both the identifier for a bibliographic entry and as a pointer in individual term entries to reference the bibliographic entry identified with this code.
EXAMPLE: “WEmt1968” or “Wüster-1968” appearing in a terminological record points the user to a bibliographic entry for “Eugen Wüster, *The Machine Tool*, 1968”.

A.10.21 namespace identifier

DESCRIPTION: Identifier used to retrieve documents and resources on the World Wide Web.
EXAMPLE: See URL and FPI

A.10.21.1 URL

FULL FORM: **uniform resource locator**
DESCRIPTION: The unique address for a page on the World Wide Web.
EXAMPLE: http://www.iso.or.ch/
NOTE: The “http://” prefix is frequently dropped when typing the URL because most browsers will add it automatically.

A.10.21.2 FPI

FULL FORM: **Formal Public Identifier**
DESCRIPTION: The unique identifier for a representative of a given document in the World Wide Web environment.
EXAMPLE: "ISO 12200:1999//DTD for MARTIF (framework) //EN"

NOTE: The FPI is analogous to the ISBN for books—there can be many identical copies with the same ISBN or FPI. The FPI in the above example uniquely identifies a document as being a copy of the MARTIF DTD.

A.10.22 originating entity

DESCRIPTION: A person, an institution, a company, etc., that serves as the origin of information in lieu of a document.

NOTE: These data categories can also be used to identify the origin of a new term in a language-planning or standardization environment as described in A.2.4.4.

A.10.22.1 originating person

ADMITTED NAME1: **expert**

ADMITTED NAME2: **specialist**

DESCRIPTION: An individual treated as a source of information for the purpose of bibliographic documentation.

A.10.22.2 originating institution

DESCRIPTION: An institution (i.e., company, government agency, etc.) treated as a source of information for the purpose of bibliographic documentation.

A.10.22.3 originating database

DESCRIPTION: A database treated as a document for the purpose of bibliographic documentation.

Annex B
(informative)

Bibliographic data categories

ISO 12083:1994, annex B, lists elements for the identification of data categories used for the preparation and markup of machine-readable manuscripts. This list includes elements that can be used as data categories in bibliographic citations included in terminology databases. The following items correspond to elements taken from this list.

B.1 bibliographic list
DESCRIPTION: A list of bibliographic entries embedded in a document.

B.2 bibliographic entry
DESCRIPTION: An entry whose content consists of a standard bibliographic citation.
NOTE: The entry identifier of a bibliographic entry is the source identifier assigned to the document and is used as a pointer in other entries to direct the user to the bibliographic entry.

B.3 advertisement
DESCRIPTION: An advertisement or public notice within a serial publication.

B.4 article
DESCRIPTION: An independent text forming a part of a publication.

B.5 author
DESCRIPTION: A person or corporate body responsible for the intellectual or artistic content of a document.

B.6 available
DESCRIPTION: Commercial source from which a cited document can be obtained or a location where the document can be found.

B.7 book
DESCRIPTION: Publication complete in one volume or complete or intended to be completed in a finite number of volumes.

B.8 category
ADMITTED NAME: **publication category**
DESCRIPTION: Type of publication.
NOTE: In terminology management, categories can include:
article (popular literature)
article (technical literature)
code of practice
glossary
grey literature
international standard
law
legal document
lexicon

manual
national standard
normative document
patent document
periodical
provincial standard
prestandard
public relations document
regional standard
regulation
standard
technical specification
technical regulation

B.9 citation
DESCRIPTION: A reference to a book, article or other source.

B.10 city
DESCRIPTION: City in which a document is published.
NOTE: ISO 12083 makes no provision for indicating state or province separately.
EXAMPLE: city: London, Ontario

B.11 CODEN
FULLFORM: **code number** (for periodicals)
DESCRIPTION: A concise, unique, alphanumeric code assigned to serial and monographic publications and used as an unambiguous, permanent identifier.
EXAMPLE: *Photo-Chemistry and Photo-Biology*, PHCBAP

B.12 corporate author
DESCRIPTION: The organization responsible for the creation of all or some of the intellectual or artistic content of the work.

B.13 copyright
DESCRIPTION: The exclusive legal right granted for a specified period to an author, designer, etc. or another appointed person, to print, publish, perform, film, or record original literary, artistic, or musical material.
NOTE: The data category *copyright holder* is embedded in *copyright* to specify the owner of the copyright. See ISO 12083:1994, annex B and ISO 12200:1999, annex A, for further information.

B.14 copyright holder
DESCRIPTION: The name of the copyright owner at the time of publication.

B.15 country
DESCRIPTION: Country in which a document is published.
NOTE: When necessary, *country* can be included with *city*.
EXAMPLE: city: London, Ontario country: Canada

B.16 date of publication
ADMITTED NAME: **publication date**
DESCRIPTION: Indication of the year, and if necessary, of the month and day of publishing.

B.17 edition
DESCRIPTION: Whole set of copies of a document produced from one composition or from a single copy used as a master.

B.18 editor
DESCRIPTION: An organization or person responsible for the preparation for publication of a document from the point of view of its intellectual content.

B.19 extent
DESCRIPTION: Number of pages in a work.

B.20 first name
DESCRIPTION: The given name of an individual.

B.21 glossary
DESCRIPTION: Terminological list or short dictionary containing the terminology of a specific subject field or of related fields.

B.22 ISBN
DESCRIPTION: Internationally recognized unique standard number assigned to each edition of a book or other monographic publication for identification purposes.

B.23 ISSN
DESCRIPTION: Internationally recognized unique standard number assigned to a serial for identification purposes.

B.24 issue number
DESCRIPTION: Number of an element of a document published over a period of time.

B.25 Library of Congress card number
DESCRIPTION: Number assigned by the U.S. Library of Congress for the purpose of providing access to a complete catalog record for a work.

B.26 organization name
DESCRIPTION: Name of an association, business or other systematically structured entity.

B.27 other information
DESCRIPTION: Generic data category used in ISO 12083 for items not otherwise treated in the list of elements; used in terminology database management for terminological elements not normally treated in library-oriented bibliographical resources.

B.28 page
ADMITTED NAME: **pages**
DESCRIPTION: One side of a leaf of a document.

B.29 publisher name
DESCRIPTION: Name of person or organization responsible for the production and dissemination of a document.

B.30 report identifier
DESCRIPTION: Complete formatted alphanumeric designation uniquely identifying a report.

B.31 role
DESCRIPTION: Special function of an originator of a document.
EXAMPLE: editor, reviewer, translator

B.32 serial title
DESCRIPTION: The title of a monographic series.

B.33 surname
DESCRIPTION: The hereditary name of an individual.

B.34 title
DESCRIPTION: A word or phrase, usually appearing on the document, by which it is convenient to refer to it, which can be used to identify it, and which often (though not invariably) distinguishes it from any other document.

B.35 volume identifier
DESCRIPTION: Identifier for a material unit assembling a certain number of leaves under one cover to form a whole or part of a set.

Annex C
(informative)
Figures cited in this standard

5.3.8
radix
base (deprecated)
< radix numeration system > positive integer by which the weight of any **digit place** (5.3.3) is multiplied to obtain the weight of the digit place with the next higher weight
EXAMPLE—in the **decimal numeration system** (5.3.12) the radix of each digit place is 10.
NOTE—The term “base” is deprecated in this sense because of its mathematical use (see definition in 5.2.1).

Figure C.1—Sample terminological entry

11.4.6
serializer
parallel-serial converter
dynamicizer
functional unit (10.1.1) that **converts** (6.3.6) a set of simultaneous **signals** (1.2.2) into a corresponding time sequence of signals

Figure C.2—Sample terminological entry

adhesive substance capable of holding materials together by adhesion Note: The term *glue* was originally used for an adhesive prepared from a hard gelatine …. The term *adhesive* is now the preferred general term.	**adhésif** produit capable de maintenir ensemble des matériaux par adhesion Note: La term *colle* était à l'origine employé pour un adhésif préparé à partir d'une gélatine dure. … Le terme *adhésif* est préféré comme terme général.

Figure C.3—Sample multilingual terminological entry

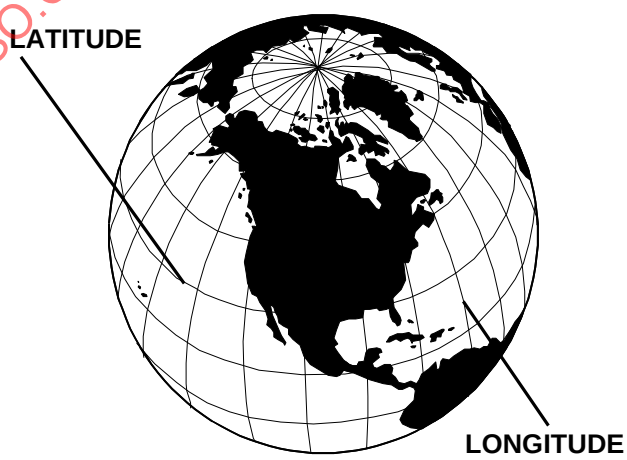

Figure C.4—Graphic figure used to illustrate concepts

Fasteners

- nail
  - common nail
  - box nail
  - finishing nail
  - casing nail
  - barbed nail
  - duplex head nail
  - panel nail
  - tack
  - masonry nail
- screw
  - standard wood screw
  - dowel screw
  - lag screw
  - drywall screw
  - sheet metal screw
- hook
  - screw eye
  - screw hook
  - swag hook
  - gate hook
- nut
  - hex nut
  - square nut
  - screw nut
  - cap nut
  - wing nut
- bolt
  - machine bolt
  - stove bolt
  - carriage bolt
  - U-bolt
- washer
  - flat washer
  - lock washer
  - internal tooth washer
  - external tooth washer
  - Belleville washer

Figure C.5—Generic concept system

Bones in the Human Arm

- arm
  - upper arm
    - humerus
  - lower arm
    - radius
    - ulna
  - wrist
    - carpus
      - upper row
        - scaphoid
        - semilunar
        - cuneiform
        - pisiform
      - lower row
        - trapezium
        - trapezoid
        - os magnum
        - unciform
    - hand
      - metacarpals
      - phalanges

Figure C.6—Partitive concept system

NOISE (SOUND)

UF	NOISE HAZARDS	RT	ACOUSTICS
GS	ELASTIC WAVES		AEOLIAN NOISE
	. SOUND WAVES		AUDITORY STIMULI
	. . **NOISE (SOUND)**		. . .
	. . . AERODYNAMIC NOISE		FLIGHT HAZARDS
	. . . . BLADE SLAP NOISE		HYPERSONIC SHOCK
	. . . AIRCRAFT NOISE		JET BLAST EFFECTS
	. . . . BLADE SLAP NOISE		LOUDNESS
	. . . . JET AIRCRAFT NOISE		NOISE INJURIES
	. . . . SONIC BOOMS		. . .
	. . . ENGINE NOISE		
	. . . . ROCKET ENGINE NOISE		. . .
	. . . THERMAL NOISE		

Figure C.7—Thesaurus entry

Where:

UF	=	Used For
GS	=	Generic Structure
RT	=	Related Term

Annex D
(informative)
Systematic listing of data categories

Group 1: Terms and term-related data categories Subgroup 1: Terms	
Position No.	**Data category name**
A.1	term

Group 1: Terms and term-related data categories Subgroup 2: Terms-related data categories	
Position No.	**Data category name**
A.2.1	term type
A.2.1.1	main entry term
A.2.1.2	synonym
A.2.1.3	quasi-synonym
A.2.1.4	international scientific term
A.2.1.5	common name
A.2.1.6	internationalism
A.2.1.7	full form
A.2.1.8	abbreviated form of term
A.2.1.8.1	abbreviation
A.2.1.8.2	short form
A.2.1.8.3	initialism
A.2.1.8.4	acronym
A.2.1.8.5	clipped term
A.2.1.9	variant
A.2.1.10	transliterated form
A.2.1.11	transcribed form

Group 1: Terms and term-related data categories Subgroup 2: Term-related data categories, cont.	
Position No.	**Data category name**
A.2.1.12	romanized form
A.2.1.13	symbol
A.2.1.14	formula
A.2.1.15	equation
A.2.1.16	logical expression
A.2.1.17	materials management categories
A.2.1.17.1	sku (stockkeeping unit)
A.2.1.17.2	part number
A.2.1.18	phraseological unit
A.2.1.18.1	collocation
A.2.1.18.2	set phrase
A.2.1.18.3	synonymous phrase
A.2.1.19	standard text
A.2.2	grammar
A.2.2.1	part of speech
A.2.2.2	grammatical gender
A.2.2.3	grammatical number
A.2.2.4	animacy
A.2.2.5	noun class
A.2.2.6	adjective class
A.2.3	usage
A.2.3.1	usage note

Group 1: Terms and term-related data categories Subgroup 2: Term-related data categories, cont.	
Position No.	**Data category name**
A.2.3.2	geographical usage
A.2.3.3	register
A.2.3.4	frequency
A.2.3.5	temporal qualifier
A.2.3.6	time restriction
A.2.3.7	proprietary restriction
A.2.4	term formation
A.2.4.1	term provenance
A.2.4.2	etymology
A.2.5	pronunciation
A.2.6	syllabification
A.2.7	hyphenation
A.2.8	morphology
A.2.8.1	morphological element
A.2.8.2	term element
A.2.9	term status
A.2.9.1	normative authorization
A.2.9.2	language-planning qualifier
A.2.9.3	administrative status
A.2.9.4	process status
A.2.10	degree of synonymy

Group 1: Terms and term-related data categories Subgroup 3: Equivalence	
Position No.	**Data category name**
A.3	equivalence
A.3.1	degree of equivalence
A.3.2	false friend
A.3.3	directionality
A.3.4	reliability code
A.3.5	transfer comment
Group 2: Data categories related to concept description Subgroup 4: Domain and subdomain	
Position No.	**Data category name**
A.4	subject field
A.4.1	classification system
A.4.2	classification number

Group 2: Data categories related to concept description Subgroup 5: Concept-related description	
Position No.	**Data category name**
A.5	concept-related description
A.5.1	definition
A.5.2	explanation
A.5.3	context
A.5.4	example
A.5.5	nontextual illustrations
A.5.5.1	figure
A.5.5.2	audio
A.5.5.3	video
A.5.5.4	table
A.5.5.5	other binary data
A.5.6	unit
A.5.7	range
A.5.8	characteristic

Group 2: Data categories related to concept description Subgroup 6: Concept relation	
Position No.	**Data category name**
A.6	concept relation
A.6.1	generic relation
A.6.2	partitive relation
A.6.3	sequential relation
A.6.3.1	temporal relation
A.6.3.2	spatial relation
A.6.4	associative relation

Group 2: Data categories related to concept description Subgroup 7: Concept position	
Position No.	**Data category name**
A.7	conceptual structures
A.7.1	concept system
A.7.2	concept position
A.7.2.1	broader concept
A.7.2.2	superordinate concept
A.7.2.3	subordinate concept
A.7.2.4	coordinate concept
A.7.2.5	related concept

Group 2: Data categories related to concept description Subgroup 8: Note	
Position No.	**Data category name**
A.8	note

Group 3: Administrative Data Categories Subgroup 9: Documentary language	
Position No.	**Data category name**
A.9	documentary language
A.9.1	thesaurus
A.9.2	thesaurus descriptor
A.9.2.1	top term
A.9.2.2	broader term
A.9.2.3	narrower term
A.9.2.4	related term

Group 3: Administrative Data Categories Subgroup 9: Documentary language, cont.	
Position No.	**Data category name**
A.9.3	nondescriptor
A.9.4	keyword
A.9.5	index heading

Group 3: Administrative data categories Subgroup 10: Administrative information	
Position No.	**Data category name**
A.10.1	terminology management transactions
A.10.2	terminology management functions
A.10.2.1	date
A.10.2.1.1	origination date
A.10.2.1.2	input date
A.10.2.1.3	modification date
A.10.2.1.4	check date
A.10.2.1.5	approval date
A.10.2.1.6	withdrawal date
A.10.2.1.7	standardization date
A.10.2.1.8	exportation date
A.10.2.1.9	importation date
A.10.2.2	responsibility
A.10.2.2.1	originator
A.10.2.2.2	inputter
A.10.2.2.3	updater
A.10.2.2.4	checker

Group 3: Administrative data categories Subgroup 10: Administrative information, cont.	
Position No.	**Data category name**
A.10.2.2.5	approver
A.10.2.2.6	user
A.10.2.2.7	withdrawer
A.10.2.2.8	exporter
A.10.2.2.9	importer
A.10.2.2.10	subset owner
A.10.3	subset identifier
A.10.3.1	customer subset
A.10.3.2	initial customer subset
A.10.3.3	project subset
A.10.3.4	initial project subset
A.10.3.5	product subset
A.10.3.6	application subset
A.10.3.7	environment subset
A.10.3.8	business unit subset
A.10.3.9	security subset
A.10.4	authorization information
A.10.4.1	authorization function
A.10.4.2	authorization identifier
A.10.4.3	authorization password
A.10.4.4	job title
A.10.5	user suggestion
A.10.6	administrative term qualifiers
A.10.6.1	entailed term
A.10.6.2	sort key

Group 3: Administrative data categories Subgroup 10: Administrative information, cont.	
Position No.	**Data category name**
A.10.6.3	search term
A.10.7	language symbol
A.10.8	foreign text
A.10.9	collating sequence
A.10.10	entry type
A.10.11	element working status
A.10.12	target database
A.10.13	entry source
A.10.14	concept identifier
A.10.15	entry identifier
A.10.16	record identifier
A.10.17	file identifier
A.10.18	cross-reference
A.10.18.1	see
A.10.18.2	see also
A.10.18.3	inverted term
A.10.18.4	permuted term
A.10.18.5	homograph
A.10.18.6	antonym
A.10.19	source
A.10.20	source identifier
A.10.21	namespace identifier
A.10.21.1	URL
A.10.21.2	FPI

Group 3: Administrative data categories Subgroup 10: Administrative information, cont.	
Position No.	**Data category name**
A.10.22	originating entity
A.10.22.1	originating person
A.10.22.2	originating institution
A.10.22.3	originating database
Subgroup B: Bibliographical data categories	
Position No.	**Data category name**
B.1	bibliographic list
B.2	bibliographic entry
B.3	advertisement
B.4	article
B.5	author
B.6	available
B.7	book
B.8	category
B.9	citation
B.10	city
B.11	CODEN
B.12	corporate author
B.13	copyright
B.14	copyright holder
B.15	country
B.16	date of publication