

World Health Organization
Technical Terminology Service



WHOTERM

**Terminology
Database
Management
System**

Version 1.0
for PCs running MS-DOS

**Demonstration
package**

WHOTERM highlights...

- ☞ *As a multilingual terminology database management system, WHOTERM can handle any number of languages. Using appropriate character drivers, it displays Cyrillics, Arabic and many more in pairs. Source and target languages in the pairs can be changed at a press of a key.*
- ☞ *WHOTERM's extreme userfriendliness requires no special training or schooling, access to the various levels of internal complexity being driven by a combination of menus and commands. Operations depend on a very limited number of intuitive key-stroke combinations at the user's fingertips.*
- ☞ *WHOTERM can store and retrieve large quantities of terms with their related data elements: sources, definitions, classifications, explanatory notes and grammatical information (as many elements in number and each one as long in size as required). It can relate terms to one another as synonyms or quasi-synonyms, variants, homographs, or otherwise related terms. It can group them by thesaurus class or subject.*
- ☞ *The object-oriented design of WHOTERM as a relational database management system ensures optimum use of the storage space. Making full use of the state-of-the-art programming methodology and software design standards,*
- WHOTERM offers good portability features.*
- ☞ *Designed to be used in a variety of environments, WHOTERM includes special features such as controlled access to restricted data, foolproof file and record locking procedures, data element characteristics based on international terminological data exchange standards, thus ensuring maximum data integrity and transferability.*
- ☞ *User-defined display formats allow WHOTERM users to select the data elements they wish to see on the terminological record.*
- ☞ *Fully interfaced with any word processor, WHOTERM offers full cut-and-paste facilities to and from text documents and direct swapping between systems, even in a regular DOS environment.*
- ☞ *Used in a Windows[®] environment, WHOTERM offers even more flexibility with background processing and optimum management of memory resources.*
- ☞ *With a choice of output formats, WHOTERM allows adequate formatting of printed materials in desktop publishing quality through the use of style sheets and a variety of type faces.*

WHOTERM

WHOTERM is the Terminology Information System of the World Health Organization. It is supported by the WHOTERM software, a terminology information management system developed initially to store, manage and retrieve large amounts of multilingual terminological information needed by the Organization and similar institutions. Designed to meet the requirements of a large organization in terms of variety of languages and volume of information, it also meets the needs of individual users in terms of methodology, transparency, overall compatibility and general userfriendliness.

◆ General system design

Taking into account the variety of potential users and their respective needs, WHOTERM has been designed to integrate three approaches to terminology work: the lexicographical (or descriptive) approach, the terminological (or normative) approach, and the documentary approach.

As a means to account for existing terminologies in a wide variety of fields, it offers comprehensive lexicographical features. These include, for each lexicographical entry, the following data elements :

- ☞ indication of the source, either in a bibliographical or in a free format;
- ☞ recording of any number of definitions for the term, each one with indication of the source in the bibliographical or free format;
- ☞ various pieces of term-related information, such as protection markers (copyright, proprietary names, etc), restrictions in usage (in time, place or style), reliability ratings, grammatical and other notes;
- ☞ information on the various forms of the entry, such as acronym(s), short form, long form, scientific form, etc;
- ☞ cross-references to other terms entries: synonym(s), quasi-synonym(s), variant(s);
- ☞ indications of classification, either on the basis of a fixed thesaurus or a free, user-defined classification list;
- ☞ ancillary information for database management, such as originator of the term, date of entry, date of last update.

In order to facilitate terminology work and the standardization of terminology, other features have been added, such as management of concept definitions in case of synonyms, creation of permanent and candidate data sets, access authorization control.

Finally, documentary information is available in the form of full bibliographical record, using the standard WHO format. Also thesaurus management facilities offer libraries and documentation centres flexibility to create, develop and update

multilingual thesauri on any subject, which will in turn support terminology work undertaken in the framework of lexicographical and terminological activities.

◆ **Language options**

With the basic version, the system is limited to the use of standard Latin character sets commonly installed on PCs with the smaller hardware configuration.

On the enhanced version, a number of additional character sets may be added (Arabic, Cyrillics, Farsi, etc.) to upgrade the capabilities of the system. Hardware specifications must be adapted accordingly.

Users may select a pair of source and target languages from among those available and supported by appropriate drivers. While all the data processing is performed primarily on the source language, source and target languages may be swapped easily or their selection changed at any time. Additional languages may be added with the use of appropriate drivers. System messages are displayed by default in the source language, but may be arbitrarily changed to any of the available languages for more comfortable use.

◆ **Networking facilities**

While data may be prepared and used on an individual microcomputer, WHOTERM data may be installed on a network server. Authorized network users will hence have access to a centrally controlled database in read-only mode, while still being able to use at the same time any personal database that may be stored on their personal machine. This is of particular importance where the harmonization and the promotion of standard terminologies is relevant.

◆ **Translator's workbench**

WHOTERM may be interfaced with the user's favourite word processor. Material may be imported or copied between the word processor and WHOTERM via a clipboard file. Switching from WHOTERM to another application and vice versa is performed at a press of a key, thus allowing on the one hand results from database searches to be used immediately in the preparation of new text material, and on the other hand material identified on text material to be stored into the database for future reference, thus providing users with a powerful, integrated tool.

◆ **Import and export facilities**

Separate modules are available to corporate database managers to import masses of terminological information elements into WHOTERM. This allows for the easy preparation of new material or the conversion of existing material into an appropriate format. Selected parts of the database may also be downloaded onto text files in a predetermined format and then be imported automatically again into other databases on different sites.

◆ **Formatted printed output**

A number of predefined print format are available to produce lists of terms, glossaries and dictionaries. Control routines ensure that protected or restricted material is printed only by authorized users, due respect being paid to copyright regulations.

System configurations

WHOTERM VERSION 1.0	Basic	Enhanced
Single-user	Configuration 1	Configuration 2
Multiple-user	Workstation	Server

Each case offers a series of choices, from a minimum to an optimum configuration. While more sophisticated systems obviously accept software versions designed for simpler machines, the optimum configuration may be recommended as the most cost-effective. The recommended features in each configuration are printed in bold face.

Configuration 1

Computer : 286/386 microprocessor 100% IBM®-compatibles
16MHz/20MHz

VGA graphic card, monochrome/colour monitor
102-key international keyboard

2MB RAM (500K low memory required)
10/15MB available hard disk space

3 1/2 high density (1.44 MB) floppy disk drive

Software : MS-DOS® 3.3/5.0 or equivalent
Word processing package

Printer : Dot matrix printer
Laser printer HP® emulation

Configuration 2

Computer: 386 microprocessor 100% IBM®-compatibles
16MHz/20MHz

VGA graphic card, monochrome/colour monitor

102-key international keyboard

2MB/4MB RAM (500K low memory required)
15MB/20MB available hard disk space
3 1/2 high density (1.44 MB) floppy disk drive

Software : MS-DOS® 3.3/5.0 or equivalent
Microsoft Windows® 3.1
Word processing package

Printer : Laser printer HP® emulation 1MB buffer

Workstation

Computer: 386/486 100% IBM®-compatibles
20MHz/33MHz

VGA graphic card, colour monitor

102-key international keyboard

4MB/8MB RAM (500K low memory required)
15MB available hard disk space

3 1/2 high density (1.44 MB) floppy disk drive

Software : MS-DOS® 5.0 or equivalent
Microsoft Windows® 3.1
Word processing package

Printer : Laser printer HP® emulation 2MB buffer

Server

Computer: 386/486 100% IBM®-compatibles
20MHz/33MHz

VGA graphic card, colour monitor

102-key international keyboard

4MB/8MB RAM (500K low memory required)
30MB available hard disk space

3 1/2 high density (1.44 MB) floppy disk drive

Software : MS-DOS® 5.0 or equivalent
Microsoft Windows® 3.1
Word processing package

Installation

Very important preliminary step

In order for WHOTERM to run properly, make sure that the following lines appear in the *config.sys* file, which is located in the root directory of the main disk of the computers running WHOTERM:

```
FILES=250  
BUFFERS=20  
FCBS=32  
SHELL=[drive:][Path]command.com /P/E:2000
```

The number of buffers is a minimum. Use your file editor to add or modify those lines as appropriate. Once the *config.sys* file is updated and changes saved, you need to reboot your computer. Press simultaneously [Ctrl]+[Alt]+[Del].

Installation procedure

WHOTERM should be installed from the original WHOTERM diskette. To ensure successful installation of the package, select a drive with enough disk space to hold the initial system and data files. Make a note of the name of the drive and path to the directory where WHOTERM will be installed.

At the time of first installation, programme, system and data files total about 2.5 Mb.

To install WHOTERM, the procedure is as follows:

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1. Close any application, including any memory-resident or TSR application, that may be running and go to the DOS prompt

C:\>

2. Insert the WHOTERM diskette into a floppy disk drive, e.g. [a:].
3. Change the current drive to [a:]. The command to do that reads:

C:\>A:

Press [Enter]. The new DOS prompt should now read :

A:\>

4. Type the installation command for the drive on which you want to install WHOTERM, to have the command line as follows:

A:\>instal_c
to install WHOTERM on drive [c:]

or A:\>instal_d
to install WHOTERM on drive [d:]

or A:\>instal_e
to install WHOTERM on drive [e:]

Then press [Enter].

The installation programme creates the directory [Drive:\]TERM where WHOTERM is to be installed, copies all files in packed format from the diskette into the appropriate subdirectories and unpacks them. Once the installation is completed, the DOS prompt reads as follows:

[Drive:]>TERMPROGRAM

Running WHOTERM

The installation procedure has created the directories and subdirectories required to run WHOTERM. The WHOTERM directory is \TERM on the selected drive, i.e. [c:] or [d:] or [e:].

At the DOS prompt, check that you are in the root directory on the correct drive. If not, type

[drive:]

to select the correct drive. Press [Enter]. Then type

CD \TERMPROGRAM

At the prompt, type

start_c
to run WHOTERM installed on the [c:] drive

or start_d
to run WHOTERM installed on the [d:] drive

or start_e
to run WHOTERM installed on the [e:] drive

as appropriate, depending on the drive where WHOTERM is installed. A series of variables are set automatically and the WHOTERM title screen appears.

Password system

When WHOTERM is executed for the first time, a message prompts to enter the user name, then the system password and the user-defined password. In the demonstration version, enter DEMO (in caps !) and press [Enter] in the first two cases, and enter your own password as user-defined password. Do not forget it, or else you will lose the edit privileges and will be limited in your experiments.

Once access is granted, the system, data and index files are opened. When running WHOTERM for the first time, index files are generated, resulting in messages flashing at the bottom of the screen. When all index files are created, the Title Screen is displayed.

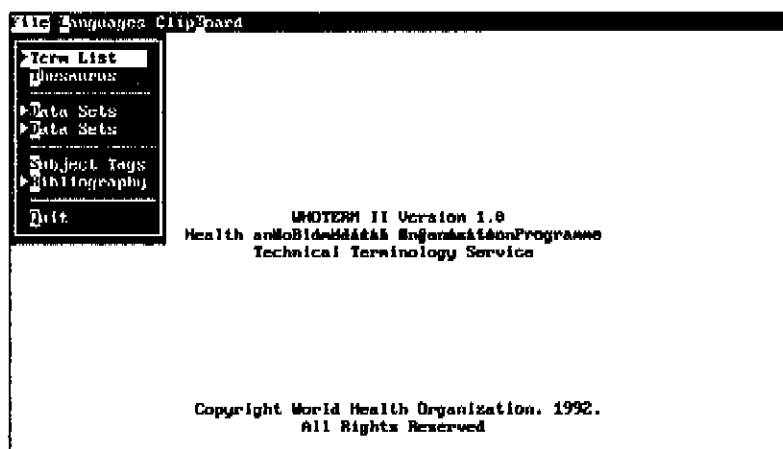


Fig.2-4 The WHOTERM title screen

The blue line at the top of the screen, called the Menu Bar, displays three options (File, Languages, Clipboard), each of them governing additional pull down menus of sub-options. To move from one main menu to the next, use the [Left Arrow] and [Right Arrow] keys. To move from one submenu option to the next, use the [Up Arrow] and [Down Arrow] keys.

General operating procedure

WHOTERM has been designed to be a user-friendly package. Operations permitted at any given time are selected from the menus and submenus available

Running WHOTERM

from the Menu Bar by pressing simultaneously [Alt]+[k], where [k] represents any letter marked in red in the Menu Line. These options will be supplemented in the course of the work by a Command Line, which appears at the bottom of each screen (see below). Options that are temporarily frozen are greyed out: they are not selectable.

Languages

WHOTERM can handle a large number of languages. The demonstration version uses only English and French.

Files

WHOTERM offers three gateways to terminology work: the terminology files proper, the classification systems, and the reference systems. These systems are interconnected internally in various ways. The title screen provides direct access to the separate gateways.

Selecting the data sets

Data are stored in file clusters called data sets. Select the Data Set included for demonstration. Select the Data Set option in the menu, indicate the [drive:] where it is located. Press [Enter] to validate. Fill out the space with the directory name of your demo data files as \TERM\EXAMPLE.

You can now navigate in the demonstration version using the options displayed in the Menu Bar and the Command lines. When you want to execute one option, press [Enter]. To leave one option, press [Esc].

The demonstration version does not give the possibility to modify the thesaurus and subject tags; it does not contain a number of modules such as import/export and printing facilities. Interested users are invited to contact WHO at the address overleaf and acquire a full package.

Leaving WHOTERM

After completing a task, go back to the title screen by pressing [Esc] as required. Select the Quit option to close all files and leave WHOTERM. The system will go back to the DOS prompt of the directory in which it is installed.

**World Health Organization
Technical Terminology Service
WHOTERM Enquiry/Order Form**

Name:

Address:

would like to receive additional information on the WHO terminology database management system.

would like to make the following comments after testing the WHOTERM demo version:

.....

.....

.....
(Please add page if needed)

would like to order WHOTERM package(s) at US\$500.- per copy, inclusive of packaging and mailing by air. I need a

Single-user version*

Administrator version*

Multiple-user version*

User version*

Public version*

** Select at least one option in each column. Indicate the quantity in the check box.*

I note that all orders must be prepaid to the World Health Organization.

Payment enclosed

Please send me a pro forma invoice

Please charge to my credit card

Visa American Express Eurocard/Access/Mastercard

Card N° : Expiry date:

Date of order: Signature:

Please return to:

<p>World Health Organization Technical Terminology Service Avenue Appia 1211 Genève 27 Switzerland Tel.: (+41) 22 7912455 Fax: (+41) 22 7910746</p>
