

Multilingual Glossary of Library Terminology



English	Chinese	Korean	Japanese	French	Spanish
CD-ROM	唯读型光碟	씨디-롬	シーディーロム	Disque optique compact	CD-ROM; disco compacto
circulation	流通服务	대출	貸出/返却口	circulation	circulación; servicio de préstamo; mesón de préstamos
citation	引文	인용	文献目録引照/脚注	citation	referencia; citación
controlled vocabulary	规范词汇	통제어휘	指示用語	vocabulaire contrôlé	vocabulario controlado
database	数据库	데이터베이스	データベース	base de données	base de datos
descriptor	叙词	서술자	記述子	descripteur	descriptor
download	拷贝下来	다운로드	ダウンロード	importer	descargar
hold	暂存	보류	予約	maintenir	retener
holdings	馆藏	장서	蔵書	collection	fondo de libros
hyperlink	超级链接	하이퍼링크	ハイパーリンク	hyperlink	hyperlink
hypermedia	超级媒体	하이퍼미디어	ハイパーメディア	hypermédia	hypermedia
hypertext	超级正文	하이퍼텍스트	ハイパーテキスト	hypertexte	hypertexto
icon	图象次行标识	아이콘	アイコン	icône	icono; símbolo
index	索引	색인	索引	index	índice
interlibrary loan	馆际互借	도서관 상호대출	図書館相互貸借制度	prêt entre bibliothèques	préstamo interbibliotecario
Internet	国际电脑网络	인터넷	インターネット	Internet	Internet

journal	期刊	저널	ジャーナル/ 學術誌	journal	revista
keyword	关键词	키워드	キーワード	mot clé	palabra clave
Local Area Network	区域网络	근거리통신망	ローカルエリア ネットワーク LAN (ラン)	Réseau Local	Local Area Network
magazine	杂志	잡지	雑誌	magazine	revista; periodico
media	媒体	미디어	メディア	média	medios
menu	菜单	메뉴	メニュー	menu	menu
microfilm	缩影胶卷	마이크로필름	マイクロフィルム	microfilm	microfilm
microforms	缩影形式	마이크로폼	書籍縮小複写 フィルム	microforms	microformatos
modem	调制解调器	모뎀	モデム	modem	modem
mouse	鼠标	마우스	マウス	souris	ratón
multimedia	多媒体	멀티미디어	マルチメディア	multimédia	multimedios
network	网络	통신망	ネットワーク	réseau	red
online catalog	联机目录	온라인카탈로그	オンライン カタログ	catalogue en ligne	catalogo en linea; catalogo computarizado
operator	逻辑算符	오퍼레이터	検索用語	opérateur	operador
periodical	连续出版物	정기간행물	定期刊行物	périodique	revista; publicación seriada
recall	催还	회수	リコール	rappel	reclamar un libro al prestatarario
reference	参考咨询	참고	参考書類	référence	referencia; obras de consulta
remote access	远程资讯	원격접근	リモートアクセス	accès à distance	accesso remoto
renewal	续借	갱신	期限延期	renouvellement	renovación

reserve	預存	대출예약도서	必須科目用 参考図書	réserve	colección de libros reservados para uso frecuente
search statement/ search query	検索步驟	검색절의	情報檢索用 キーワード	mot de recherche	busqueda computarizada
serial	連載出版物	연속간행물	シリアル	périodique	publicación seriada
Serial Line Internet Protocol	Serial Line Internet protocol	슬립(SLIP)	シリアルライン インターネット プロトコル	Protocole Point à Point	Serial Line Internet Protocol
stacks	书架	서가	書架	la réserve de livres	estantes de acceso libre
subject heading	主題標題	주요제목	主題見出し	rubrique	encabezamiento de materia
terminal	電腦终端	터미날	端末	terminal	terminal
thesaurus	規範词表	동의어사전	シソーラス	thesaurus	tesauro
upload	拷贝过去	업로드	アップロード	exporter	subir ficheros
Wide Area Network	广区网络	원거리통신망	ワイドエリア ネットワーク WAN (ワン)	réseau étendu	Wide Area Network
World Wide Web	环球网络	월드와이드웹	WWW (ウェブ)	World Wide Web	telaraña mundial

Multilingual Glossary of Library Terminology: Definitions

CD-ROM (Compact Disk Read Only Memory): An index or reference work that is stored on a compact disc and accessed through a computer.

Circulation: The circulation desk is the place in the library where you check out, renew, and return library materials. You may also place a **hold**, or report an item missing from the shelves.

Citation: A reference or footnote to a book, a magazine or journal article, or another source. It contains all the information necessary to identify and locate the work, including author, title, publisher, date, volume, issue number, and pages.

Controlled Vocabulary: Standardized terms used in searching a specific **database**. These terms differ for each database.

Database: A collection of information stored in an electronic format that can be searched by a computer.

Descriptor: A word that describes the subject of an article or book; used in many computer **databases**.

Download: **1.** To transfer information from a computer to a computer disk; **2.** to transfer information from one computer to another computer using a **modem**.

Hold: A "hold" guarantees that a book checked out to another person will be saved for you when it is returned. Place a "hold" on any regularly circulating library materials through the **Circulation** or check-out desk.

Holdings: The materials owned by a library.

Hyperlink: A predefined linkage between associated concepts or chunks of information, such as words or graphics in a document, that lead the reader to the related text when they are selected. (See also **hypertext**)

Hypermedia: Various forms of information, such as text, graphics, video and voice, used as elements in a **hypertext** system.

Hypertext: The dynamic linking of associated concepts among and within documents, so that the reader can easily move from one concept to another related concept. An example could be any computerized document that can lead the reader to various related information through **hyperlinks**.

Icon: A small symbol on a computer screen that represents a computer operation or data file.

Index: **1.** A list of names or topics usually found at the end of a publication, which directs you to the pages where the names or topics are discussed. **2.** A printed or electronic publication which lists references to **periodical** articles or books by subject and/or author.

Interlibrary Loan (ILL): A service that allows you to borrow materials from other libraries through your own library.

Internet: The international network of computer networks which provides three basic services: **1.** electronic mail, or e-mail, an online message service between computer users **2.** remote logon, which is the ability to connect to and use services on computer at other sites **3.** file transfer protocol or FTP, which allows users to move files from one computer to another (See also **World Wide Web**).

Journal: A publication, issued on a regular basis, which contains scholarly research published as articles, papers, research reports, or technical reports. (See also **Periodicals**)

Keyword: A significant or memorable word or term in the title, abstract or text of an item that indicates its subject.

Local Area Network (LAN): A direct connection of computers by some type of cable.

Magazine: A publication, issued on a regular basis, containing popular articles, written and illustrated in a less technical manner than articles found in a **journal**.

Media: In libraries, the term is used to describe non-print and print materials such as video and music.

Menu: On computers, menu refers to a list of options available to you.

Microfilm: (See Microforms)

Microforms: A reduced sized photographic reproduction of printed information on reel to reel film(microfilm) or film cards (microfiche) or opaque pages that can be read with a microform reader/printer.

Modem: Computer hardware that connects our computer to other computers through a telephone line and appropriate software. (See **Network**).

Mouse: A device that allows us to move and click the cursor on a computer screen for different functions.

Multimedia: A system of computer presentations which allows you to see and hear information through access to videotapes, and videodiscs.

Network: A communication system made up of computers which are connected. This arrangement allows information transfer from one computer to another in "real time". (See also **LAN/WAN**).

Online catalog: A computerized database which usually can be searched by various search methods such as author, title, subject, or call number to find out what a library owns. Online catalogs will display the call number and the location of the material.

Operator: A search modifier used to refine the relationship between our search term(s). The three major ones are AND, OR and NOT.

Periodical: Material published regularly such as **magazines, journals, and newspapers**. (See also **serial**)

Remote Access: A phrase used to describe the connection of one computer to another computer located in different places.

Recall: A request for the return of library material before the due date.

Reference: 1. A service that provides assistance to information users to find needed information. **2.** Sometimes it refers to reference collections, such as encyclopedias, **indexes, CD-ROM databases**, handbooks, directories, etc.

Renewal: The process of extending the loan period of library materials.

Reserve: A library service that manages the circulation of certain required course materials selected by instructors or professors.

Search statement/Search query: Terms or phrases with **operators** that we enter into the online catalog or electronic index to search. (See also **keyword** and **controlled vocabulary**).

Serial: A library term for **periodicals**.

Serial Line Internet Protocol (SLIP): Software that emulates an ethernet connection to the Internet through a **modem**.

Stacks: The area where library collections are shelved.

Subject Heading: A term or phrase used in indexes and library catalogs to group together materials on the same topic. Also called **controlled vocabulary**, **descriptors**, or **thesaurus**.

Terminal: One station that is part of a computer system.

Thesaurus: A list of categorized terms, such as synonyms and related words.

Upload: To transfer information from a computer system or a microcomputer to another computer system or a larger computer system.

Wide Area Network (WAN): Local area networks connected together by using telephones or other types of communications equipment. (See also **Local Area Networks/LAN**)

World Wide Web: A network of information, as a part of the Internet, that includes text, graphic, sound and moving images. Also know as the Web or WWW or W3. It incorporates a variety of Internet tools into one method of access, such as the Web browser Netscape, Mosaic, or Lynx.



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Adapted by: Linda Lowry, Business Librarian, Brock University, St. Catharines, ON, Canada.
Email: Linda.Lowry@Brocku.ca
Tel: 905-688-5550 ext. 4650