



## **User's Handbook**

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## 1. INTRODUCTION

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IATE (**I**nteractive **T**erminology for **E**urope) is a dynamic database designed to support the multilingual drafting of EU texts, and legal texts in particular.

It aims to provide relevant, reliable, easily accessible data with distinct added value compared with other sources of lexical information (e.g. translation memories, the internet, electronic archives).

The fact that IATE is available to the public gives language professionals, academia, national experts, public administrations, policy advisers, private sector companies and the general public access to validated terminology. It allows EU terminologists to make a greater contribution to the EU policy of encouraging multilingualism and making EU legislation more transparent to the citizen. It also allows EU terminologists to receive feedback from external users.

The suggested citation style for an IATE entry is as follows:

European Union, ‘ordinary legislative procedure’, *IATE terminology database*, accessed on 20 November 2020, <https://iate.europa.eu/entry/result/930970>

The URL should be the permalink displayed at the bottom left of the full entry display:

 <https://iate.europa.eu/entry/result/930970>

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### 1.1 Home page

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You can find key information about IATE on the home page, together with the basic search parameters. It also contains statistics, allowing you to follow the evolution of the content of the database.

For more detailed information about IATE, please click on ‘About IATE’ and ‘FAQ’ (Frequently Asked Questions). For information about downloading IATE data in CSV or TBX format, please click on ‘Download IATE’.

If you are interested in consulting IATE from third-party tools, please click on ‘IATE for developers’, where you will find details of IATE APIs and sample queries.

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### 1.2 Documentation

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This User Handbook documents features available to external users (i.e. anyone who does not work for an EU institution).

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## **1.3 Multilingual interface**

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The IATE user interface is available in the 24 EU official languages. You can change the interface language using the language selector at the top right of the screen.

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## **1.4 Creating an IATE user account**

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If you work for one of the EU institutions in any capacity, we recommend that you create a user account, in order to take full advantage of the content and functions reserved for internal users. If you work for an EU institution as a linguist (translator, interpreter or editor), please also contact your institution's IATE coordinator to have the correct user role assigned.

If you do not work for an EU institution, you can access the vast majority of the functions available to external users without creating a user account or logging on. However, if you are a regular user, you may wish to create a user account, as this will create a user profile and allow you to save certain user preferences.

To create a user account, click on 'Log on' at the top right of the screen, and then on 'Create NEW account using EU Login', and follow the instructions.

Once you have created a user account, you can log on by clicking on 'Log on', and then on 'Log on with EU Login'.

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## **1.5 User preferences**

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If you have created an IATE user account and logged on, you can save the following search and data visualisation preferences in your profile:

- Colour scheme of the user interface
- Search/Results: matching type, results per page, source language, target languages, display languages and display order (interpreters' view), validation filter, owner filter
- Full entry view: choice between side-by-side and list view, various other display options, preferred languages (displayed immediately after the source language and the anchor language).

The settings can be found by clicking on your user name (at the top right of the screen) and then selecting the ‘User preferences’ tab.

When you run a search using different criteria to those defined in your user preferences, the criteria from your last query will continue to be used for your next query until you change them or reset them by clicking on ‘Go back to user preferences’.

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## 1.6 Accessibility

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IATE has been developed with all users in mind. It can be used with keyboard shortcuts to facilitate navigation and prevent excessive use of the mouse, and also with screen readers. More information is available in the [Accessibility statement](#).

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## 1.7 General principles of IATE data

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### Usefulness for the drafting of texts

IATE’s usefulness for multilingual drafting, translation and interpretation in the EU sphere is the prime concern of the terminologists feeding it. It is not a general language dictionary, so

ordinary words and expressions are avoided. Phrases are entered only if their use is restricted to a specific context (e.g. standard formulas in EU legislation).

## Credibility of entries

We try to ensure that IATE entries give you as much information as possible to allow you to judge whether the proposed translation is appropriate and credible. We usually provide references to the sources we have consulted.

## Multilingualism

We endeavour to make IATE entries as multilingual as possible, ideally covering all official EU languages. We do this by adding as many languages as possible to existing and new entries and by merging and consolidating duplicate entries referring to the same concept. Regular clean-up work is done by the terminology coordinators and terminologists of all participating institutions.

## One concept, one entry

The IATE data structure is based on a concept-oriented approach, which means that each entry corresponds to one concept (terms are grouped by their meaning), and each concept should ideally be covered by a single entry.

Each IATE entry is divided into three levels:

- language-independent level (LIL)
- language level (LL)
- term level (TL)

For more information, see [Section 3](#) ('Overview of structure') below.

IATE was created in 2004 by merging different EU terminology databases, which partly explains the large number of duplicated entries (many concepts are covered by several entries, rather than by a single entry). The interinstitutional IATE Clean-up Task Force, set up in 2015, is in charge of organising analysis and data clean-up initiatives in order to consolidate duplicated entries into a single entry. This explains why the statistics on the number of entries and terms display a downward trend, as more content is being deleted and updated than newly created.



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## 2. SEARCH

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### 2.1 Basic search

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Searching for terms is one of the main functionalities of IATE. The **basic search** offers a simple but powerful tool: just select the source and target language(s), insert (type, or copy and paste) a search string in the search field, and click on the Search button . If you wish to restrict your search to exact matches, click on the 'Open expanded search' button  and select the 'Exact match' option, as the use of quotation marks in the search box is not supported.

If you have selected a source language and you start entering a term, as soon as you have entered 5 or more characters an **autocomplete feature** will show matching terms in the source language. However, the entry (or entries) on which a matching term appears may not include an equivalent term in your target language, and may not meet other search criteria that you have selected, so it is possible that your search will produce no results.

You can select a single source language (or up to six source languages, if you create a user account and log on) and as many target languages as you wish. You can set default source and target languages in your user preferences (accessed by clicking on your username at the top right of the screen). See 1.5 User preferences for more information.

The basic search launches a search for the search string in the Term field with a **default matching option of ‘All words’**, which means that terms containing all of the words in the search box (in any order) will be retrieved.

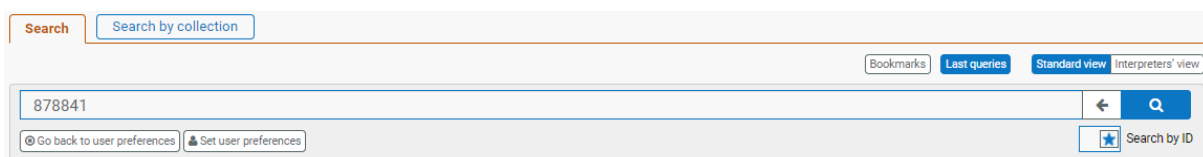
e.g. looking for *European Commission* will retrieve:  
*European Commission*  
*European Commission of Agriculture*  
*European Travel Commission*  
*European Travel Commissions*  
*Commission of the European Communities*

Results are sorted by relevancy, which means that closer matches are displayed first (*European Commission*), followed by similar matches (*European Commission of Agriculture* and *European Travel Commission*).

Irrespective of the source and target languages you have selected, Latin and Multilingual (MUL) are also searched by default as source languages.

You can also **search by entry ID**. Simply enter a number in the search box, and IATE will automatically switch to a search by entry ID, and all the available languages in the entry will be retrieved. You can retrieve multiple entries by listing their ID numbers separated by a comma. If an entry does not exist, it will simply be skipped.

If you wish to search for a number in the Term field (or in another text field), simply switch off the automatic ‘Search by ID’.



The screenshot shows the IATE search interface. At the top, there are two tabs: 'Search' (selected) and 'Search by collection'. Below the tabs, there are links for 'Bookmarks', 'Last queries', 'Standard view', and 'Interpreters' view'. The main search box contains the text '878841'. To the right of the search box is a search button with a magnifying glass icon. Below the search box, there are two buttons: 'Go back to user preferences' and 'Set user preferences'. At the bottom right, there is a button with a star icon and the text 'Search by ID', which is highlighted in blue, indicating it is the active search mode.

Figure: search by ID



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## 2.2 Expanded search

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Click on ‘Open expanded search’ [Open expanded search](#) to access further search options

The screenshot displays the 'Expanded search' interface. At the top, there is a search bar containing 'European Union' and a search button. Below the search bar are two buttons: 'Go back to user preferences' and 'Set user preferences'. The interface is divided into several sections:

- Matching:** Includes radio buttons for 'Exact match', 'Exact string', 'All words' (selected), 'Any word', and 'Partial string'.
- Search in term types (source):** Includes checkboxes for 'Term', 'Abbrev', 'Formula', 'Phrase', 'Short form', 'Lookup form', and 'all'.
- Search in fields (source):** Includes checkboxes for 'Term', 'Term Note', 'Term in context', 'Language level note', and 'all'.
- Filters:** Includes sections for 'Domains' (Add), 'Collections' (Add), 'Owner' (Edit), and 'Searching in data from all institutions'.
- Primarity:** Includes checkboxes for 'Primary entries', 'Not primary entries', and 'all'.
- Source language:** Includes a 'Reliability' section with checkboxes for '☆', '★', '★★', '★★★', '★★★★', and 'all'.
- Target language:** Includes a 'Reliability' section with checkboxes for '☆', '★', '★★', '★★★', '★★★★', and 'all'.

At the bottom, there are two sections for language selection: 'Source language' and 'Target language'. Each section has a dropdown arrow and a list of language codes (bg, cs, da, de, el, en, es, et, fi, fr, ga, hr, hu, it, lv, mt, nl, pl, pt, ro, sk, sl, sv, la, mul). The 'en' code is selected in the source language section, and the 'mul' code is selected in the target language section. There are also buttons for 'Show less' and 'Close expanded search'.

*Figure: Expanded search*

### Matching options:

You can launch an ‘exact match’, ‘exact string’ or ‘any word’ search by changing the ‘matching’ settings. The following values are available:

- **‘All words’:** Default matching option as described above. Gives results containing all of the words in the search box (in any order).
- **‘Exact match’:** Gives results for the exact sequence of characters in the search box.
- **‘Exact string’:** Gives results containing the exact sequence of characters in the search box as full words within longer strings.
- **‘Any word’:** Gives results containing at least one of the words in the search box (to use this option you must first create a user account and log on)
- **‘Partial string’:** Gives results containing the exact sequence of characters in the search box within longer strings.

When using the ‘All words’ and ‘Any word’ matching options, specific language rules are applied to the source language you have selected, in order to increase the retrievability of relevant results (plurals, inflected forms, derivations).

By default, search strings containing characters with diacritic marks will retrieve the diacritic characters and the base characters as exact matches.

e.g. looking for *role* in French with an ‘Exact match’ setting will retrieve:

*role*

*rôle*

e.g. looking for *déjà vu* in French with an ‘Exact match’ setting will retrieve:

*déjà vu*

*deja vu*

This applies also to special characters and their extended equivalents:

e.g. looking for *Füße* in German with an ‘Exact match’ setting will retrieve:

*Füße*

*Fuße*

*Fusse*

Likewise, entries with spaces instead of hyphens, or hyphens instead of spaces, or different types of hyphen will be retrieved:

e.g. looking for *energy generating product* in English with an ‘Exact match’ setting will retrieve:

*energy generating product*

*energy-generating product* (with a hyphen)

*energy–generating product* (with an en dash)

*energy—generating product* (with an em dash)

‘Partial string’ allows you to retrieve results containing the string entered in the search field within a longer string. The matching string does not need to consist of full words. For example, searching for ‘book’ will retrieve results like ‘book’, but also ‘e-book’, ‘booking’, ‘notebook’, etc. (which contain ‘book’ inside the string).

**Search in specific term types** (by default, all term types are selected). When searching in a specific term type in the selected source language, lookup forms which are exact matches and/or exact strings are always retrieved if available. Multiple term type selection is allowed (the search will be run only in the selected term types, skipping results from other term types and not displaying in the results list synonyms which do not have the selected term type).

**Search in specific fields:** you can search in fields other than the default Term field (in this case the default matching option is ‘Partial string’). You can select (alone or combined) the following text fields:

- Term Note, Term in context, Language level note.

You can search for a specific string in these text fields: for example, you might search for ‘human rights’ in the ‘Term in context’ and ‘Note’ fields in order to see how this term is used in context.

In the results list, the fields showing a match will be expanded by default, and the match will be highlighted.

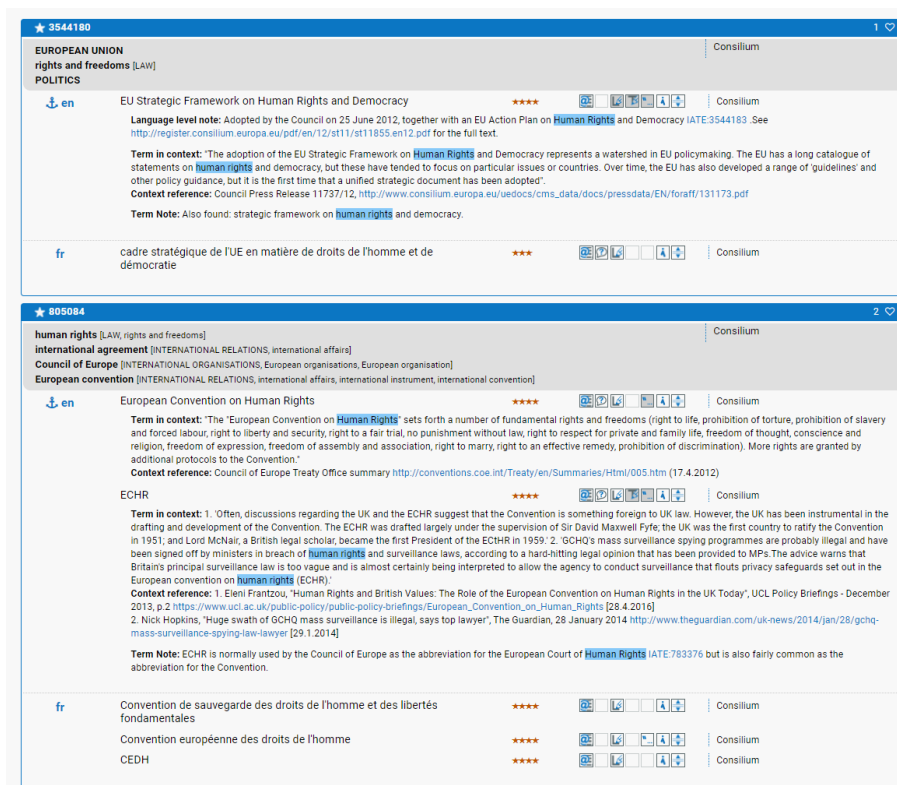
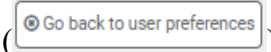


Figure: search for 'human rights' in the 'Term in context' and 'Note' fields

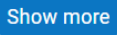
**Filter by domain:** you can search in entries belonging to a specific domain or subdomain. When you select a domain or subdomain, all subdomains of that domain or subdomain are selected by default: the search retrieves entries belonging to the selected domain/subdomain and any of its children. However, you can also exclude subdomains and obtain only entries which match the specific domain or subdomain selected by unselecting 'Search in subdomains too'.

Please note that entries migrated from the previous version of IATE only have first-, second- and third-level domains. Therefore, if you filter your search using a lower level, you will miss results for which the domains have not been added or updated since the migration.

You can reset any selected values by clicking on 'Go back to user preferences' (.

**Filter by owner:** you can restrict your search to the data owned by a specific institution. If you have created a user account and logged on, you can set default values in your user preferences.

**Filter by collection:** you can search by keyword to see which thematic collections are available in a subject area of interest to you. You can select one or more collections and the search will only retrieve matches belonging to the selected collections.

Click on 'Show more'  to show the following additional filters:

**Filter by primary value:** you can restrict your search to primary entries (higher quality and multilingual entries) or to non-primary entries. By default, both are included in the results.

**Filter by source or target term reliability:** you can restrict your search to specific reliability values for the source and/or target terms (e.g. to retrieve only results where the target terms have a high reliability). By default, all reliability values are included.

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




## 2.3 Results

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A summary of the search criteria is displayed above the results. The default number of results per page is ten, but this can be changed to a higher value (at the bottom of the page).

You can choose between two alternative layouts of the results page: the standard view shows results in a list, while the interpreters' view show results in a table.

The following information is displayed:

- Entry ID
- Status of the entry (primary)
- Life-cycle & origin
- Domain
- Institution owner of the LIL
- Source and target languages (+ LA and MUL) available in the entry
- Anchor language
- Terms available in each language – words matching your search are highlighted
- TL information: evaluation, reliability, institution owner, and (via expandable tooltips) term reference , term in context , term note , and 'additional information' 
- LL information: (via expandable tooltips) definition , language level note 
- Collections (only available in the interpreters' view).

In the interpreters' view, there is a column for each language showing the terms, evaluations and anchor language. When you click on a term the associated language-specific and term-specific data will appear in the 'Additional information' column. Collections are displayed in a separate column.

Results are sorted by relevancy: exact matches are displayed first, followed by exact strings, then 'all words', then 'any word'. A message indicates that similar results are displayed below:



No exact results found with your settings Similar results displayed below



No more exact results found with your settings Similar results displayed below

*Figure: messages indicating similar results displayed below exact matches*

If there are duplicates with the same relevancy score, they are sorted as follows:

- closer length to the search string
- primary entries ([see section 4.1.3](#) ('Primary entry'))
- maximum reliability across all terms in the source language
- largest number of languages.

If all the above criteria are the same for several entries, then they are sorted by entry ID in descending order (i.e. more recently created entries are displayed first).

The matching part of the term is highlighted (for ‘all words’ and ‘any word’ matches the stemmed match is highlighted).

The source language is displayed first, followed by the target language(s). If you have selected multiple target languages, EU languages are displayed in alphabetical order, followed by Latin and ‘Multilingual’. For the Interpreters’ view, you can choose the order in which languages are displayed in ‘User preferences’.

If there are lookup forms (variant forms included to help you find the entry you are looking for, [see section 4.3.1](#)) in your source language which match the search string as an exact match or as an exact string, the relevant entry(ies) will be sorted as per the relevancy criteria above. For clarity purposes, terms which are lookup forms are labelled as **Redirected from:**.

You can launch a new search from a result by double-clicking on the term. In the case of multiple-word terms, you can choose whether to launch a new search for the full term or for part of it (by selecting only the words that should be contained in the new search).

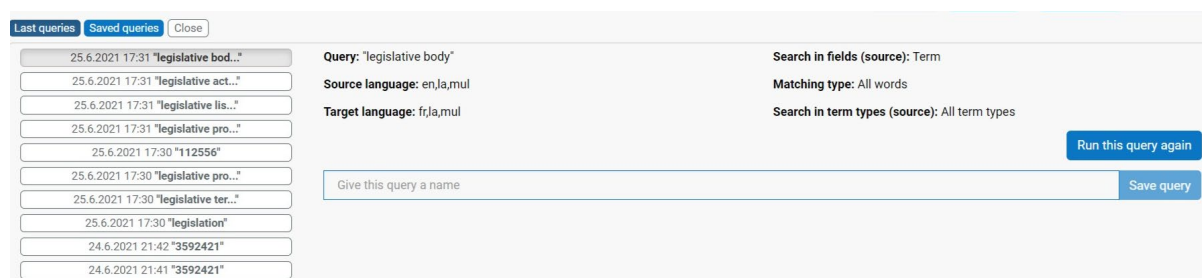
You can refine or expand the results of a search by applying or removing a filter (by domain, primary, entry owner or collection), by clicking on the specific metadata (which launches a new search applying that filter) or by clicking on the applied filter in the results criteria displayed above the results list (which launches a search without that filter).

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## 2.4 Last queries

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You can display a list of your last queries by clicking on the ‘Last queries’ button . Click on a query in the list on the left to display the search criteria on the right. To relaunch a query, click on the ‘Run this query again’ button .



The screenshot shows a user interface for managing search queries. At the top, there are three buttons: 'Last queries' (selected), 'Saved queries', and 'Close'. Below this is a list of queries, each with a timestamp and a truncated search term. The selected query is '25.6.2021 17:31 "legislative bod...". To the right of this list, the search criteria for the selected query are displayed: 'Query: "legislative body"', 'Source language: en,la,mul', and 'Target language: fr,ja,mul'. Further right, the search parameters are shown: 'Search in fields (source): Term', 'Matching type: All words', and 'Search in term types (source): All term types'. At the bottom of the criteria section, there is a text input field labeled 'Give this query a name' and a 'Save query' button. A 'Run this query again' button is also present at the bottom right of the criteria section.

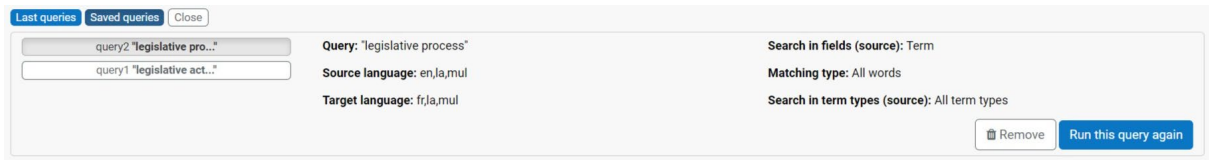
*Figure: list of last queries with search criteria for selected query*

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## 2.5 Saved queries

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Users can save queries in the local storage by giving a name to the query and clicking on **Save query**. The saved queries can be managed (rerun or removed from the list) from the **Saved queries** tab.




*Figure: list of saved queries with summary of criteria per query and options to rerun the query or to remove the query from the list*

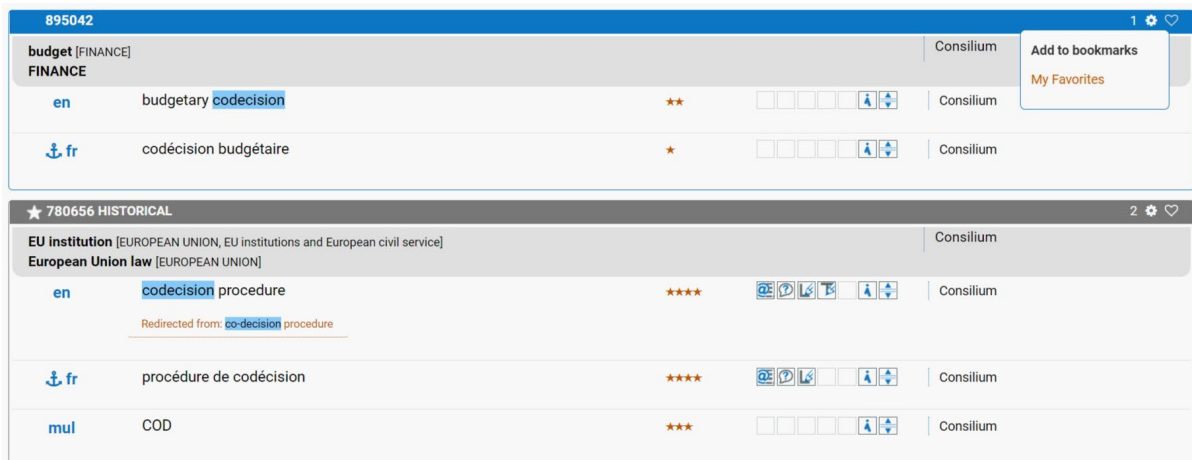
It should be noted that the queries are saved in the local storage, which is browser- and PC-dependent and could be emptied when the cache is cleared.

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## 2.6 Bookmarks

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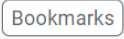
Registered users can bookmark entries from any results page and save them in lists. This can be done by clicking on the bookmark icon  next to the result and selecting the default list ('My Favorites') or other previously created lists.



*Figure: bookmarking an entry from results list (standard view)*

en	fr	mul	Additional information	Collections
budgetary <a href="#">codecision</a>	codécision budgétaire	---	895042 Add to bookmarks My Favorites	LIL Council-DA-BUDGET Council-DA-JURA
<a href="#">codecision</a> procedure	procédure de codécision	COD	780656 ★ HIST	
<a href="#">codecision</a> procedure	procédure écrite codécision	---	2230259 HISTORICAL	
Conciliations and <a href="#">Codecision</a> Secretariat	secrétariat des conciliations et de la codécision	---	2202571	
Code of conduct for negotiating in the context of <a href="#">codecision</a> procedures <b>OBSOLETE</b>	Code de conduite du PE pour la négociation de dossiers de codécision <b>OBSOLETE</b>	---	3510136 ★	LIL EP-MUL-EP ROP EU-GA-FOCAL EXCL EP-PT-PT normative terbase
Code of conduct for negotiating in the context of the ordinary legislative procedures	Code de conduite pour la négociation dans le cadre de la procédure législative ordinaire	---		
Joint declaration on practical arrangements for the <a href="#">codecision</a> procedure (Article 251 of the EC Treaty)	Déclaration commune sur les modalités pratiques de la procédure de codécision	---	2244271 ★	LIL Council-DA-EU_TERMER

Figure: bookmarking an entry from results list (interpreters' view)

You can manage the lists by clicking on the 'Bookmarks' button . Click on a list name to open a results page with the entries.

[User profile](#)
[User preferences](#)
[Bookmarks](#)

**My Favorites** (Number of entries: 0)

**List 1** (Number of entries: 3)

**List 2** (Number of entries: 1)

**List 3** (Number of entries: 1)

Create new list

Name of the new list


Set default list

Not specified

For the time being, the lists are saved in the temporary local storage of your browser. However, you can save your lists to a file and retrieve them from a file: we suggest that you save them regularly, so that they are not lost when new versions of IATE are deployed or when you change browser or PC.

## 2.7 Search by collection

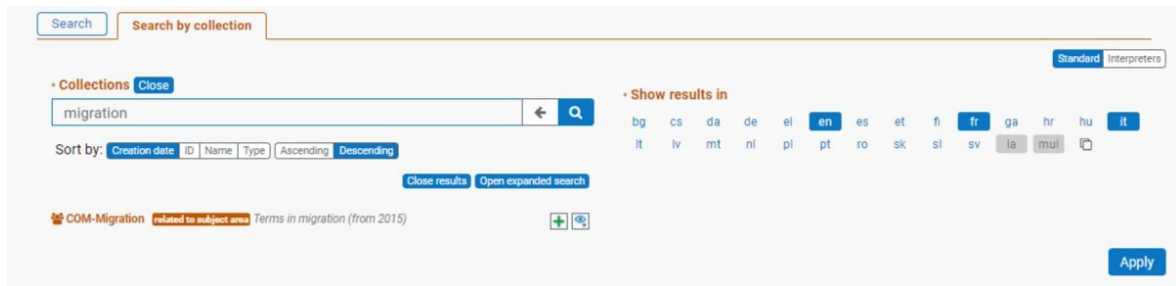
To use this function you must first create a user account and log on.

Some entries are grouped in 'collections' relating to a specific subject area. To search for collections, click on 'Search by collection', enter a keyword in the Search box and click on the Search button. Click on 'Open expanded search' to search using other criteria (collection name, description, institution, creation date). You can select one or more collections from the results list by clicking on the 'Add to selection' button . To view the entries belonging to the collection(s) you have selected, choose the languages in which you want the results to be displayed, and click on 'Apply'. You can view the results list in the standard view or the interpreters' view.

You can refine or expand the results of a search by applying or removing a filter (by domain, primary, entry owner or collection): click on the specific metadata to launch a new search

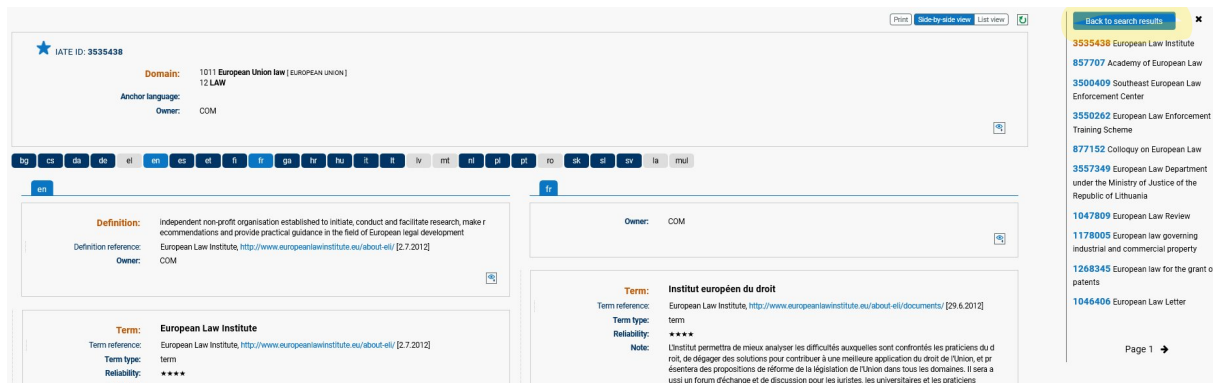


applying that filter, or click on the applied filter in the results criteria displayed above the results list to launch a search without that filter.



## 2.8 Full entry view

From the results page, you can access the full entry view by clicking on the entry ID (at the top left of the entry in standard view, or in the ‘Additional information’ column in interpreters’ view) or by clicking on one of the language codes in the entry (in standard view). You can return to the results page by clicking on ‘Back to search results’ on the results navigation panel on the right.



If you click on the entry ID, the full entry view will display the source and target language(s) selected for the search (bilingual, trilingual or multilingual display).

If you click on the language code, the full entry view will display the language selected in a monolingual display.

You can display another language by clicking on its code in the language bar. You can hide a language by right clicking on its code (either in the language bar or at the top of the language level) and selecting ‘Close’.

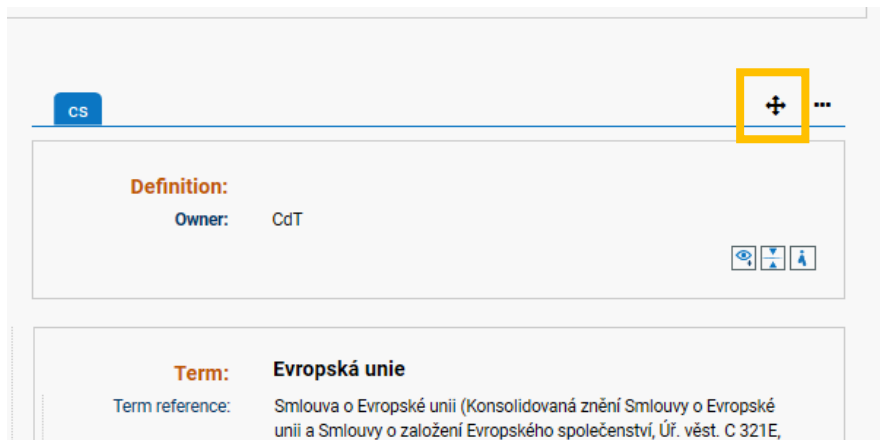


Figure: possibility to close a displayed language via the contextual menu



You can display up to three languages side by side. If you ask for a fourth language to be displayed, it will replace the language on the right. To switch the positions of the languages



displayed, hover the mouse over the top part (containing the language code) of the language you wish to move, click on the sort icon that appears, then drag it and drop it on top of the sort icon of the language you wish to swap it with.



You can also switch between a side-by-side view of two or three languages and a list view (one language below the other), available for any number of languages, using the ‘Side-by-side view’ and ‘List view’ buttons ( [Side-by-side view](#) [List view](#) ) at the top-right of the screen.

You can collapse a language level or a term level by clicking on the collapse (  ) button, and expand it again by clicking on the expand (  ) button. This is particularly useful in side-by-side view, as it enables you to compare specific terms in different languages,

### 3. OVERVIEW OF STRUCTURE

★ IATE ID: 2224439

**Domain:** 3221 documentation [ EDUCATION AND COMMUNICATIONS ]  
3236 information technology and data processing [ EDUCATION AND COMMUNICATIONS ]

**Anchor language:** en

**Owner:** COM

↓ en

**Definition:** thematic network of digital libraries, funded by the European Commission under the eContentplus programme as part of its 2010 policy, and run by a core team based in the national library of the Netherlands, the Koninklijke Bibliotheek

**Definition reference:** COM-EN, based on: Europeana > About us. <http://www.europeana.eu/portal/aboutus.html#background> [24.9.2010]

**Note:** Originally known as the European digital library network – EDLnet – it is a partnership of 100 representatives of heritage and knowledge organisations and IT experts from throughout Europe. They contribute to the Work Packages that are solving the technical and usability issues.

**Note ref:** Europeana > About us. <http://www.europeana.eu/portal/aboutus.html#background> [24.9.2010]

**Owner:** COM

**Term:** Europeana

**Term reference:** Europeana > About us. <http://www.europeana.eu/portal/aboutus.html#background> [24.9.2010]

**Term type:** term

**Reliability:** ★★★

**Owner:** COM

**Term:** European digital library

**Term reference:** Commission Recommendation on the digitisation and online accessibility of cultural material and digital preservation, CELEX:32006H0585/EN

**Term type:** term

**Reliability:** ★★★

**Contexts:**

**Term in context:** (The Commission recommends that Member States) promote a **European digital library**, in the form of a multilingual common access point to Europe's distributed – that is to say, held in different places by different organisations – digital cultural material, by: (a) encouraging cultural institutions, as well as publishers and other rightholders to make their digitised material searchable through the **European digital library**, (b) ensuring that cultural institutions, and where relevant private companies, apply common digitisation standards in order to achieve interoperability of the digitised material at European level and to facilitate cross-language searchability;

**Context reference:** Commission Recommendation on the digitisation and online accessibility of cultural material and digital preservation, CELEX:32006H0585/EN

**Owner:** COM

**Term:** European digital library network

**Term reference:** EUROPA > European Commission > Information Society > ACTIVITIES > eContentplus > Projects > EDLnet, European Digital Library Network. [http://ec.europa.eu/information\\_society/activities/econtentplus/projects/cult/edlnet/index\\_en.htm](http://ec.europa.eu/information_society/activities/econtentplus/projects/cult/edlnet/index_en.htm) [24.9.2010]

**Term type:** term

**Reliability:** ★★★

**Evaluation:** obsolete

**Owner:** COM

**Abbrev:** EDLnet

**Term reference:** EUROPA > European Commission > Information Society > ACTIVITIES > eContentplus > Projects > EDLnet, European Digital Library Network. [http://ec.europa.eu/information\\_society/activities/econtentplus/projects/cult/edlnet/index\\_en.htm](http://ec.europa.eu/information_society/activities/econtentplus/projects/cult/edlnet/index_en.htm) [24.9.2010]

**Term type:** abbrev

**Reliability:** ★★★

**Evaluation:** obsolete

**Owner:** COM

**Note:** <http://search.theeuropeanlibrary.org/portal/fr/index.html>

**Owner:** COM

**Term:** bibliothèque numérique européenne

**Term reference:** Recommandation de la Commission sur la numérisation et l'accessibilité en ligne du matériel culturel et la conservation numérique CELEX:32006H0585/FR

**Term type:** term

**Reliability:** ★★★

**Contexts:**

**Term in context:** (La Commission recommande aux États membres) 'de promouvoir une bibliothèque numérique européenne sous la forme d'un point d'accès multilingue commun au matériel culturel numérique diffus – c'est-à-dire détenu par différents organismes à différents endroits – de l'Europe: a) en encourageant les institutions culturelles, ainsi que les éditeurs et autres titulaires de droits, à rendre leur matériel numérisé consultable dans la bibliothèque numérique européenne, b) en veillant à ce que les institutions culturelles et, le cas échéant, les entreprises privées utilisent des normes de numérisation communes afin d'assurer l'interopérabilité du matériel numérisé au niveau européen et de faciliter la consultation interlinguistique;

**Context reference:** Recommandation de la Commission sur la numérisation et l'accessibilité en ligne du matériel culturel et la conservation numérique CELEX:32006H0585/FR

**Owner:** COM

**Term:** Europeana

**Term reference:** <http://www.europeana.eu>

**Term type:** term

**Reliability:** ★★★

**Owner:** COM

Figure: full entry view of an IATE entry

### 3.1 Entry levels

As illustrated above, IATE entries are divided into three levels:

#### 1. Language-Independent Level (LIL)

Contains concept-related information (domains, origin, etc.) and metadata (administrative information), and applies to all the data in the levels below it. In the full entry view it is collapsed by default, showing only the main information. More

detailed information on the contents of the LIL can be found in [Section 4.1](#) ('Language-Independent Level (LIL)').

The screenshot shows the expanded LIL entry for IATE ID: 2224439. It includes the following information:

- Domain:** 3221 **documentation** [ EDUCATION AND COMMUNICATIONS ]  
3236 **information technology and data processing** [ EDUCATION AND COMMUNICATIONS ]
- Priority:** Primary
- Anchor language:** en
- Origins:**
- Lifecycle:**
- Notes:**
- Cross-references:**
- Inbound cross-references:**
  - Cross-reference: [3569440](#) national aggregator is related to current entry
- Attachments:**
  - Owner:** COM

*Figure: expanded Language Independent Level*

## 2. Language Level (LL)

Concerns the concept, but is written in a particular language, and applies to all the terms in that language. A definition of the concept as well as any related notes can be found here. This level is discussed in more detail in [Section 4.2](#) ('Language Level (LL)').

The LL can be collapsed and expanded in the full entry view.

The screenshot shows the expanded LL entry for the European digital library network. It includes the following information:

- Definition:** thematic network of digital libraries, funded by the European Commission under the eContentplus programme as part of its i2010 policy, and run by a core team based in the national library of the Netherlands, the Koninklijke Bibliotheek
- Definition reference:** COM-EN, based on: Europeana > About us. <http://www.europeana.eu/portal/aboutus.html#background> [24.9.2010]
- Note:** Originally known as the European digital library network – EDLnet – it is a partnership of 100 representatives of heritage and knowledge organisations and IT experts from throughout Europe. They contribute to the Work Packages that are solving the technical and usability issues.  
**Note ref.:** Europeana > About us. <http://www.europeana.eu/portal/aboutus.html#background> [24.9.2010]
- Note reference:**
- Attachments:**
  - Owner:** COM
- Language code:** en

*Figure: expanded Language Level*

## 3. Term Level (TL)

Concerns a particular term or terms in a particular language. [Section 4.3](#) ('Term Level (TL)') contains more detailed information on the TL.

The TL can be collapsed and expanded in the full entry view.


<b>Term:</b>	<b>European digital library</b>
Term reference:	Commission Recommendation on the digitisation and online accessibility of cultural material and digital preservation, <a href="#">CELEX:32006H0585/EN</a>
Term type:	term
Reliability:	★★★
Evaluation:	
Part of speech:	
Gender:	
Number:	
Note:	
Contexts:	
Term in context:	(The Commission recommends that Member States) promote a <b>European digital library</b> , in the form of a multilingual common access point to Europe's distributed – that is to say, held in different places by different organisations – digital cultural material, by: (a) encouraging cultural institutions, as well as publishers and other rightsholders to make their digitised material searchable through the <b>European digital library</b> , (b) ensuring that cultural institutions, and where relevant private companies, apply common digitisation standards in order to achieve interoperability of the digitised material at European level and to facilitate cross-language searchability;"
Context reference:	Commission Recommendation on the digitisation and online accessibility of cultural material and digital preservation, <a href="#">CELEX:32006H0585/EN</a>
Language usage:	
Regional usage:	
Customer:	
Owner:	COM

*Figure: expanded Term Level*

---

## 3.2 Contextual menu


---

When you hover the mouse over a field label, , the cursor will turn to a hand  if a contextual menu is available. Right-click on the label, then left-click on an option to select it.

---

## 3.3 Print

---

The Print button (  ) allows you to print the current full entry with a similar layout.

---

# 4. DETAILED OVERVIEW OF AN ENTRY

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## 4.1 Language-Independent Level (LIL)

---

Below you will find a description of the main fields available in the Language-Independent Level.

### 4.1.1 DOMAINS

- The Domain is the field of knowledge to which the concept belongs.

- Domains are represented by domains (level 1, two digits), subdomains (level two, four digits) or descriptors (levels three to eight, no digits) of [EuroVoc](#) (the EU’s multilingual thesaurus). The current version of IATE contains the full EuroVoc thesaurus (and not just the first three levels as was the case in IATE 1). Additionally, a second LAW branch (14 LAW) has been added to include the specific classification used by the Court of Justice of the European Union.  
Since many of the subdomains under the CJEU LAW branch are also present in the EuroVoc domain classification, the domain filter available in the search and in the IATE downloads includes the equivalent domains when available.

#### 4.1.2 DOMAIN NOTE

- In IATE 1, the Domain note field was used to indicate the relevant EuroVoc descriptors (levels four to eight), which were not then available as domains. It sometimes contained information from the various databases which IATE replaced. This information is gradually being replaced by the full range of EuroVoc descriptors in the Domain field.

#### 4.1.3 PRIMARY ENTRY

A ‘primary entry’ is the main entry for a particular concept, and meets certain minimum quality standards (e.g. the concept must be clearly identified in at least the anchor language). Entries not labelled as ‘primary’ are likely to be of lower quality and/or less reliable.

Primary entries which have terms that correspond exactly to your search will appear first among possible duplicates on your list of results. They are marked with a star (★) next to the entry number.

#### 4.1.4 ORIGIN

- This indicates that a concept is country-specific (or EU-specific).

#### 4.1.5 ORIGIN NOTE

- The Origin note gives more specific information on the national or geographical origin of a concept. It is usually written in English.

#### 4.1.6 LIFE-CYCLE

This indicates that the object of an entry is ‘historical’ (no longer in use or existing), ‘proposed’ (and not yet adopted), or ‘abandoned’ (proposed but finally not adopted).

#### 4.1.7 CROSS-REFERENCES

An entry can have a cross-reference to another entry in the specific LIL field.

##### **List of relation types:**

*is broader than / is narrower than*  
*is related to*  
*is antonym of*  
*is predecessor of / is successor of*  
*has as capital city / is capital city of*

*has as currency / is currency of*  
*has as demonym / is demonym of*  
*has as part / is part of*  
*has as seat / is seat of*  
*is not to be confused with*

#### 4.1.8 LANGUAGE INDEPENDENT LEVEL NOTES(S)

This field contains information that relates to the concept and applies to all languages, rather than to a specific language or term.

#### 4.1.9 LANGUAGE INDEPENDENT NOTE REFERENCE(S)

Indicates the source of the information in the 'Note reference' field.

#### 4.1.10 COLLECTIONS

Some entries are grouped in 'collections' relating to a specific subject area.

##### **Finding existing collections**

On the 'Search by collection' page, you can search for a collection using the following criteria:

- Collection name. Enter any part of a collection name (e.g. 'energy') in the main search field ('partial string' search).  
Click on 'Open expanded search' to access the other search criteria.
- Description (e.g. 'energy') ('partial string' search);
- Institution (which created the collection);
- Creation date range.

The screenshot shows a search interface with two tabs: 'Search' and 'Search by collection'. The 'Search by collection' tab is active. Below the tabs, there is a section titled 'Collections' with a 'Close' button. Underneath, there are search criteria: 'Name', 'Description', and 'Institution' (a dropdown menu showing 'Not specified'). Below these are 'Created after' and 'Created before' date range inputs. At the bottom right, there are 'Clear' and 'Search' buttons.

The results list can be sorted by column/value (alphabetical order, chronological order, numerical order and type).

#### 4.1.11 ATTACHMENTS

Relevant documents or graphics can be attached to an entry or LL.

## 4.1.12 ATTACHMENTS NOTE

A description of the attached file.

---

## 4.2 Language Level (LL)

---

Below you will find a description of the main fields available in the Language Level.

### 4.2.1 LANGUAGE CODE

Languages are identified by a two-letter language code as follows:

bg	Bulgarian
cs	Czech
da	Danish
de	German
el	Greek
en	English
es	Spanish
et	Estonian
fi	Finnish
fr	French
ga	Irish
hr	Croatian
hu	Hungarian
it	Italian
la	Latin *
lt	Lithuanian
lv	Latvian
mt	Maltese
mul	Multilingual **
nl	Dutch
pl	Polish
pt	Portuguese
ro	Romanian
sk	Slovak
sl	Slovenian
sv	Swedish

\* Latin is used mostly for taxonomy (scientific names of plants and animals), but also for legal expressions and other purposes.

\*\*Codes or signs that are language-independent (e.g. ISO codes, chemical formulae, certain acronyms and abbreviations, etc.) are stored as 'MUL' (multilingual), instead of being repeated for each language.

### 4.2.2 ANCHOR LANGUAGE

- The anchor language identifies the concept to which the entire entry relates. The definitions in the other languages may be worded differently, but define the same concept.

- If a concept is country-specific, the anchor language is usually (one of) the language(s) of the country concerned (which is usually indicated in the Origins field). For animals and plants, the anchor language is usually Latin. In other cases, English is the most common anchor language, followed by French.
- The [Reliability](#) value of a term in another language indicates how reliably the terms denotes the concept as defined in the anchor language.

### 4.2.3 DEFINITION

- We endeavour to include a **clear and concise** definition on every entry, so that you can readily understand exactly what the entry refers to.
- The Definition is equally valid for all the terms included under it, and should also correspond to the definition given in the anchor language – which serves as the anchor for the entry as a whole. This follows from the key principle in IATE that each entry corresponds to a single concept, which applies ‘horizontally’ across all languages and ‘vertically’ for all the terms in each language.

### 4.2.4 DEFINITION REFERENCE(S)

This tells you where the Definition has come from.

### 4.2.5 LANGUAGE LEVEL NOTE

This contains relevant information that relates to the concept (e.g. an explanation that cannot be part of the definition), rather than to a specific term.

### 4.2.6 LANGUAGE LEVEL NOTE REFERENCE(S)

Indicates the source of the information in the ‘Note reference’ field.

### 4.2.7 ATTACHMENTS

Relevant documents or graphics can be attached to an entry or LL.

### 4.2.8 ATTACHMENTS NOTE

A description of the attached file.

---

## 4.3 Term Level (TL)

---

There may be more than one term per language. All terms refer to the same concept.

### 4.3.1 TERM TYPE

Term	One word or set of words which designate a general concept or an individual concept (‘appellation’) in a particular language.
------	---



Abbrev	Abbreviation (acronym, initialism, contraction or truncation).		
Phrase	Phraseological unit that is not strictly speaking a ‘term’ (i.e. it does not denote a definable ‘concept’), but which nevertheless has a standard translation — and must therefore always be translated in the same way — or which repeatedly occurs in EU texts and poses a real translation problem.		
Formula	Chemical formula, mathematical or other scientific expression.		
Short Form	<p>For example: the common name of an agreement or the short, unofficial name of a country, etc.; any accepted shorter version of a title or of a name, e.g.:</p> <table border="1" style="margin-left: 40px;"> <tr> <td>Term: ‘United Nations Convention on Contracts for the International Sale of Goods’</td> </tr> <tr> <td>Short form: ‘Vienna Sales Convention’</td> </tr> </table> <p>Terms that contain an abbreviation are also considered short forms (e.g. ‘nominal GDP’).</p>	Term: ‘United Nations Convention on Contracts for the International Sale of Goods’	Short form: ‘Vienna Sales Convention’
Term: ‘United Nations Convention on Contracts for the International Sale of Goods’			
Short form: ‘Vienna Sales Convention’			
Lookup	A term or spelling variation that does not appear as such on an entry, but which you can search for in order to be redirected to the entry.		

### 4.3.2 EVALUATION

Preferred	The best term (of its ‘term type’) to use in an EU text. A term may be ‘preferred’ because it is intrinsically better than the other terms, or because it has been chosen to ensure consistency in EU texts.
Admitted	A term which is correct, but for which better synonyms exist.
Deprecated	A term which is widely used, and is therefore likely to appear in EU documents or which appears in an apparently authoritative source, but which should be used neither in originals nor in translations because it is not correct and fit for use in EU texts.
Obsolete	A term which was previously used to denote the concept, but is no longer in use (e.g. the ‘Bank Identifier Code’ is now called the ‘Business Identifier Code’, see IATE:926311).
Proposed	A term or denomination which has been proposed but not yet fully adopted.

### 4.3.3 RELIABILITY

- Reliability values (see table below) indicate the match between a particular term and the concept as defined in the [Anchor Language](#), as well as the reliability of the sources used.

Code	Description	Explanation
★	Reliability not verified	Automatically assigned to terms entered by non-native speakers. The code will not change until the reliability is assessed by a user with editing rights for the language (usually a terminologist and native speaker).
★★	Minimum reliability	Automatically assigned to terms entered or updated by native speakers. Terminologists usually change this value to 3 or 4 stars, unless they have doubts as to the reliability of the term because: <ul style="list-style-type: none"> <li>• no relevant sources are available;</li> <li>• there are doubts concerning the reliability of the sources used;</li> <li>• the term is a neologism and has not been sanctioned by a competent body or source;</li> <li>• the sources available, though apparently reliable, present conflicting solutions.</li> </ul>
★★★	Reliable	Manually assigned by a terminologist following a reliability assessment. Reliable terms satisfy at least one of the following criteria: <ul style="list-style-type: none"> <li>• having been obtained from a trusted source;</li> <li>• having been agreed by a representative body of same-language terminologists;</li> <li>• being the common designation of the concept in its field.</li> </ul> <p><b>N.B.</b> This code was automatically assigned to many entries, regardless of their previous validation status, following the merger of existing databases to create IATE. Therefore some entries marked as 'reliable' are not necessarily so.</p>
★★★★	Very reliable	Manually assigned following a reliability assessment. Very reliable terms are: <ul style="list-style-type: none"> <li>• well-established and widely accepted by experts as the correct designation, or</li> <li>• confirmed by a trusted and authoritative source, in particular a reliable written source.</li> </ul> <p>4 stars indicate that the terminologist was absolutely certain of the choice, e.g. for the original-language name of an organisation (as defined in its constitution or founding instrument) or for a legal concept created by a legislative act (in all authentic language versions of that act).</p>

#### 4.3.4 TERM REFERENCE(S)

This demonstrates the reliability of the term in question and is therefore usually from an authoritative, credible source.

#### 4.3.5 NOTE

Relevant information related to the term.

#### 4.3.6 NOTE REFERENCE(S)

This indicates the source of the information in the 'Note' field.

#### **4.3.7 TERM IN CONTEXT**

A 'term in context' (i.e. a short quotation from a reliable source that illustrates the use of a term).

#### **4.3.8 CONTEXT REFERENCE**

Source of the context.

#### **4.3.9 OTHER FEATURES AT THE TL**

##### **Language usage**

Language usage	Information on the way the term is used, e.g. a term which is always used in the plural.
Language usage reference(s)	Source of the information in the 'Language usage' field.

##### **Regional usage**

Regional usage	Information on the geographical area in which the term is used (e.g. when different NL terms are used in Belgium and in the Netherlands).
Regional usage reference	Source of the information in the 'Regional usage' field.

##### **Customer**

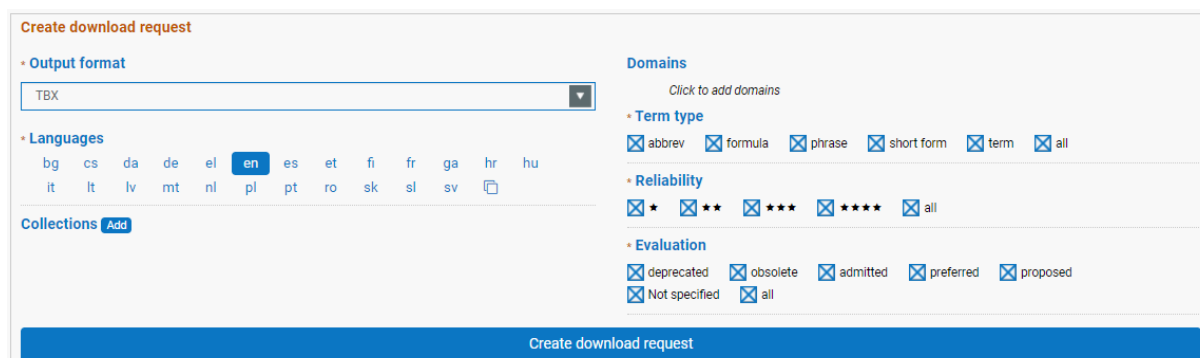
Customer	Used where different institutions/bodies use different terms for the same concept, and mainly by services who work for different customers, e.g. the Translation Centre.
Customer note	Explanation of the preferred choice for a particular customer.

##### **Grammatical info**

Part of Speech, Gender and Number.

## 5. DOWNLOAD IATE

To use this feature, you must first create a user account and log on. Then click on ‘[Download IATE](#)’ (at the bottom of the screen). , you can You can select the language(s) to be downloaded, and (if you wish) restrict your download to specific domains, collection(s) and term criteria (term type, reliability and evaluation).



You can choose between two output formats: TBX (TermBase eXchange, ISO 30042:2019) or CSV (comma-separated values).

The requested datasets are available for download for 7 days.

Please read the conditions for use that apply to the downloaded IATE datasets.

## 6. ANNEX I BASIC VOCABULARY<sup>1</sup>

**Concept:** unit of thought constituted through abstraction on the basis of properties common to a set of objects

*N.B.:* Concepts are not bound to particular languages. They are, however, influenced by the social or cultural background.

**Context:** text or part of a text in which a term occurs

**Definition:** statement which describes a concept and permits its differentiation from other concepts within a system of concepts

**Designation:** any representation of a concept

**Neologism:** term newly coined or recently borrowed from a foreign language or from another subject field

**Note:** statement which provides further information on any part of the terminological record

**Special language:** linguistic subsystem, intended for unambiguous communication in a particular subject field using a terminology and other linguistic means

**Symbol:** designation of a concept by letters, numerals, pictograms or any combination thereof

<sup>1</sup> All definitions sourced from ISO 1087:1990 Terminology – Vocabulary

**Synonymy:** relation between designations representing only one concept in one language

**Term:** designation of a defined concept in a special language by a linguistic expression

*N.B.: A term may consist of one or more words [i.e. simple term or complex term] or even contain symbols.*

## 7. ANNEX II TIPS AND TRICKS

### Keyboard shortcuts for IATE

<b>Data Entry Shortcuts</b>	
<b>Action</b>	<b>Shortcut</b>
Move the cursor to the search page	Ctrl+h
Move the cursor to the search field	Ctrl+i
General contextual menu with page sections for quicker navigation to the relevant section	Ctrl+k (and tab / shift+tab to navigate up and down through the options)
Move from one section or field to the next one	Tab
Move from one section or field to the previous one	Shift+tab
Move among the options/values within a section or field	Arrows
Navigate to an option/value in the language list and the drop-down lists	Type first character of the option/value
Apply a selected option/value	Enter or Space+Enter
<b>Domain selection</b>	
Move from search to full list	Tab
Navigate the full list (top domains)	Arrow up and down
Navigate from top domain to subdomain	+
Select top domain or subdomain	Enter