Terminology Work

Best Practices 2.0

Publisher:
Deutscher Terminologie-Tag e.V.

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Köln
2020
Terminology Work – Best Practices 2.0

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Best Practices in Terminology Work 2.0 (English Version)

The "Best Practices Folder", first published in 2010 and updated and extended in 2014 by experts and practitioners from the German Terminology Association (Deutscher Terminologie-Tag e.V.), has turned out to be a very helpful guide to terminology work among the German-speaking community. During the last years, a large demand came up to make available the content of that best practices guide also for non-German speakers. Here it is now, the English version of the German Best Practices Folder, no longer as a folder but as a soft-cover handbook.

This Best Practices Handbook is divided into eight modules. The cover page of each module lists the authors of the original German version; those who have only worked on version 1.0 are marked with an asterisk (*). The names of the translators and reviews are also indicated on the cover page.

For the reader of this Best Practices Handbook, it is important to understand that this is an English version of the German handbook, reflecting the Germanic view to terminology science and terminology work, the education and training situation, the legal conditions as well as the (economic) position of terminology management in industrial environments in the German speaking countries. While most of the modules have been translated for an international English speaking audience, Module 3 dealing with terms has been fully localized and the content has been transcreated for the English language. In Module 4 and Module 7 minor adjustments were made.

We would like to express our thanks to Barbara Inge Karsch who managed the whole translation project and translated seven of eight modules, and to Sue Ellen Wright and Julian Pascal Bisping for the transcreation of Module 3. And we have to thank Mark Childress who reviewed together with Sue Ellen Wright and Barbara Inge Karsch the whole handbook.

We hope that you benefit from the English version of the Best Practices Handbook and that you enjoy your engagement in terminology work.

Prof. Dr. Klaus-Dirk Schmitz
Best Practices in Terminology Work 2.0 (en)

The first edition of the German Terminology Association’s (DTT) Best-Practices Handbook, which was published in 2010, has turned out to be a veritable best seller: It has enjoyed several reprints and has inspired interest among the members of the association and beyond.

Based on this success, and in response to extensive feedback from people who had pointed out a number of missing topics, the DTT and the German Institute for Terminology (DIT) decided in February of 2013 to start work on a second expanded and improved edition of the Best Practices Handbook.

Insofar as possible, the original work groups were charged with revising and expanding the existing modules. In addition, two topics were added to meet widespread demand: “Copyright” and “Economic Aspects”.

The existing working groups were reactivated and working groups for the two new topics were formed, all under the leadership of Prof. Dr. Petra Drewer (Professor for Applied Linguistics in the Department for Information Management and Media at the University of Karlsruhe as well as President of the DIT), Donatella Pulitano (Director of the Central Terminology Service, Canton Chancellery, Bern, Switzerland, and Lecturer at the University of Geneva) and Prof. Dr. Klaus-Dirk Schmitz (Professor for Terminology Studies and Language Data Processing at the Institute for Translation and Multilingual Communication at Cologne University for Applied Sciences as well as Vice President of DTT).

A number of the original group members were unfortunately unable to participate this time around, so their names are marked with an asterisk (*).

We are pleased to present the new edition of the Best Practices Handbook. Since all the modules have experienced more or less significant revision, we have decided to replace the entire content of the notebook rather than trying to replace individual updated pages.

Our special thanks go out to the following working group members who have been exceptionally active and engaged in bringing this project to fruition: Ms. Lisa-Marie Heidrich, Masters student at the Cologne University of Applied Science, who made a significant contribution to formatting and final editing. We also want to thank Mark Childress und Dr. Detlef Reineke, who were unable to collaborate on the second edition because of time constraints.

We are hereby pleased to present to all our interested colleagues and companies this updated, practice-oriented and yet theoretically grounded tool for terminology work, and hope that it will help you all to travel the sometimes stony path of terminology work with good spirits and success.

Prof. Dr. Petra Drewer
Donatella Pulitano
Prof. Dr. Klaus-Dirk Schmitz