

(ISO): The vocabulary ISO 5127 as a basic vocabulary for documentation

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EwaGlos

EUROPEAN ILLUSTRATED GLOSSARY OF CONSERVATION TERMS FOR WALL PAINTING AND ARCHITECTURAL SURFACES

Project

Object of the Country

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The EwaGlos Project

Starting Point

The mobility of conservation specialists in Europe and the tenders of contracts on the European level are increasing at the same speed as the public's interest in their cultural heritage and the preservation measures shown e.g. at the European Heritage Days. But communication is still difficult because the conservation terminology is not yet standardised in Europe and the dissemination to the general population not sufficient.

Objectives

As a result, this consortium of seven institutions from seven different European countries with different languages and cultural heritage - supported by associated partners and external experts with another four European languages - developed a richly illustrated glossary, including informative photos and sketches: concise texts and demonstrative illustrations are designed to help readers quickly grasp and understand each term, even across language barriers. The main activities during the 24 months duration was to clarify the terminology of the conservation of wall painting and architectural surfaces among Europe conservation and restoration specialists, to get an excellent translation of the terminology.

The languages are:
English, French, German, Croatian, Italian, Turkish, Spanish, Romanian, Hungarian, Polish and Bulgarian.

In early October 2015, the glossary will be available to the general public as an inexpensive, not-for-profit print publication and as a free download on the internet.

The book will comprise about 420 pages: introduction, approximately 220 terms, material appendix, 11 indices, literature.

Reason for specification

The project specialised in wall paintings and architectural surfaces because this terminology is of great significance for the protection of our heritage, i.e. historic buildings, their



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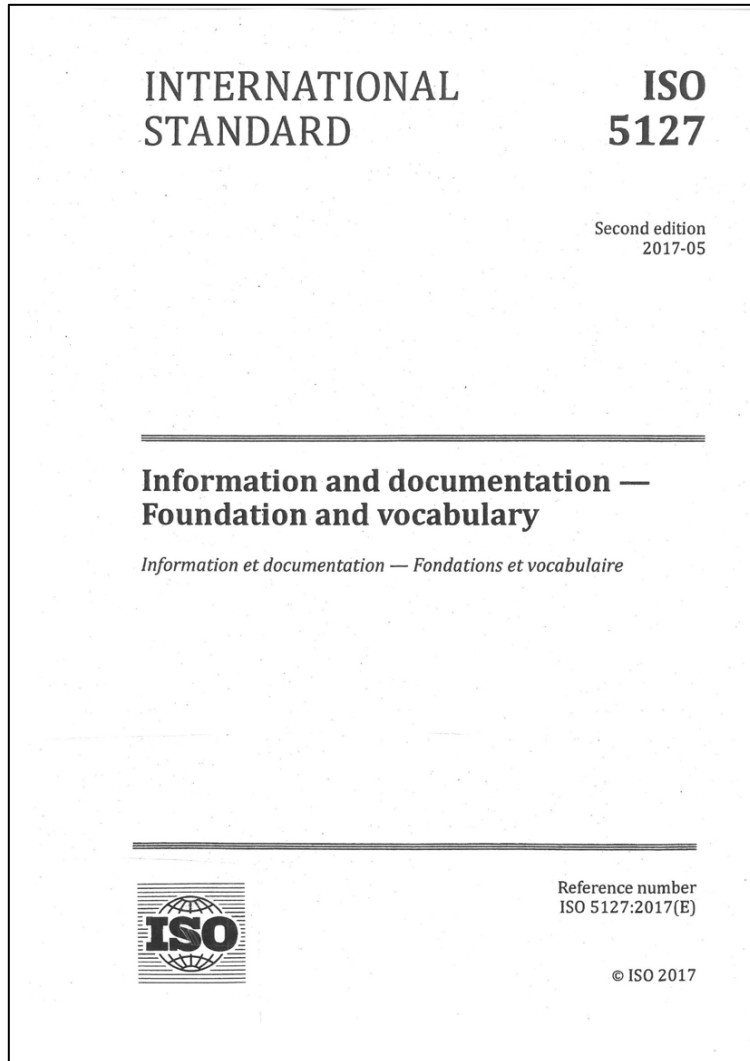
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2017



International
Organization for
Standardization

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ISO 5127:2017: Main contents

- 3.1 **Basic and framework concepts**
- 3.2 Basic concepts for information and documentation
- 3.3 Objects, data media, documents
- 3.4 **Documents**
- 3.6 **Holdings** of information and documentation organizations
- 3.6.4 **Institutions** [*in Information and Documentation*] (incl. museums)
- 3.7 **Analysis, representation** and content description of doc.s and data (cataloguing, titles, headings, ..)
- 3.8 **Content analysis** and content description (indexing, thesauri, classification/s)
- 3.9 **Storage**, filing, shelving
- 3.10 **Search and retrieval** (methods, evaluation)
- 3.11 **Use** of information and documents (access, use, ..)
- 3.11.7 Usage studies and performance measures
- 3.12 **Preservation** of documents
- 3.13 **Legal aspects** of information and documentation (data protection, patents, intellectual property)

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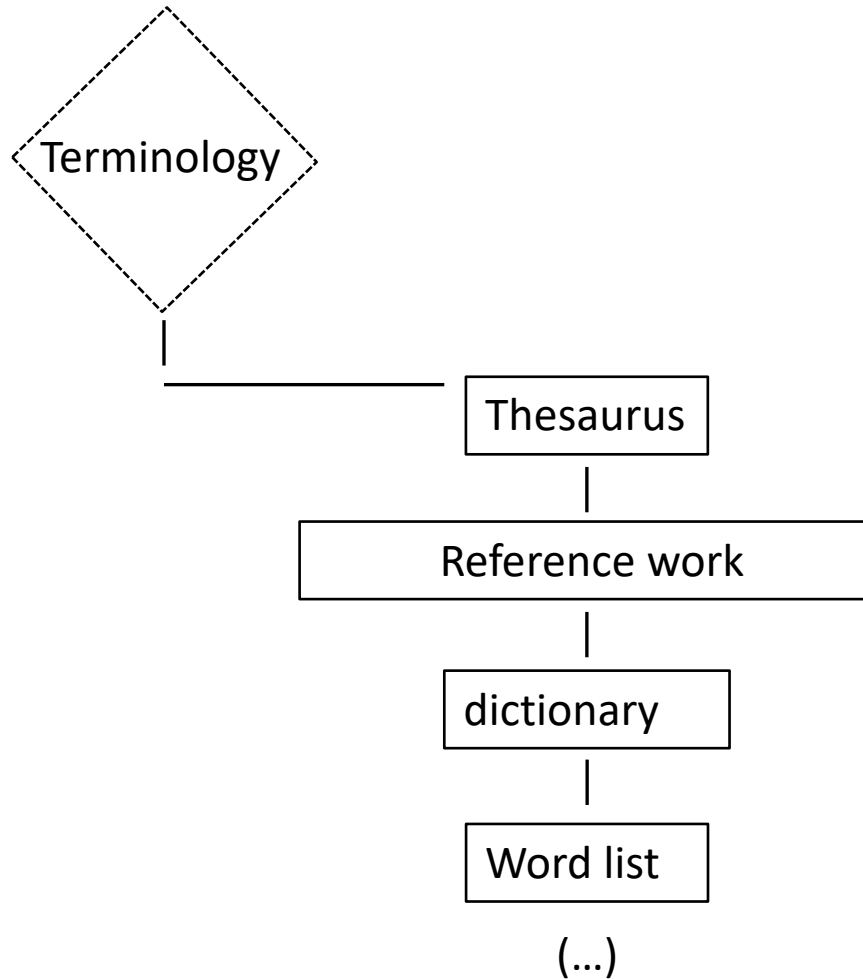
ISO 5127 : What is it? (1)

- A book, a pdf-file ? Yes, both ! Free of charge ? Not yet ... Open access ? Indirectly
- A dictionary: containing essential words, for a specified purpose (vocabulary) - but NOT alphabetical !
- A reference work: to allow the understanding of these words
- MAINLY: A concept system: the words express concepts, and these are systematically interconnected (like in a thesaurus) (terminology)
- As such: (only) a meta-tool: it sits in the background, intended for professionals, as a help for documentation workers, makers of documentation systems, a common reference tool to understand each other in our professional language
- It is not a competitor to the „CIDOC Encyclopedia“ – because an encyclopedia explains and discusses in much greater detail
- **It concerns only a small part of our museum (doc.) work, but an important one – „behind the scenes“**
- ISO 5127 gives the basic vocabulary
- - to understand the field, however, not necessarily the most recent „hot topic buzz words“
- - to let these professions understand / talk to each other
- - to describe the whole field, to sketch its contours
- - to enable consistent terminology to be translated into as many languages as possible.
- **ISO 5127:2017 contains ca. 2.000 entries/definitions** (previous edition 2001: 1.200)



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Role of a terminology



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ISO 5127 – What is it ? (2)

- It is intended for the whole documentation profession: doc. centres, libraries, as well as museums, archives, picture archives, publishing, etc. – and all the IT people working here : Professions are coming together !
- We heard here at CIDOC Tbilisi that in Portugal, these professions are already in ONE association ! In other countries, they need to talk to each other ...
- Many professional documents already contain an annex, a glossary, etc. to explain the terms they use:
- SPECTRUM, CRM, LIDO Terminology („acquisition“, „accession“, ...)
- But in them it is limited, and constrained to one document
- ISO 5127 intends to provide terminology here, and to bring terminology unified together under one „umbrella“



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Very few museum dictionaries ! CAN example, but only

dictionary !

Données de catalogage avant publication (Canada)

Blanchet, Jean (Jean-Marie Eugène)

Lexique de muséologie = Glossary of museology / Jean Blanchet, Yolande Bernard.

(Bulletin de terminologie = Terminology bulletin ; 188)
Texte en anglais et en français.
Publié par le Bureau des traductions, Direction générale de la terminologie et des services linguistiques.
Bibliogr.: p.
ISBN 0-660-54662-0

1. Muséologie--Dictionnaires anglais. 2. Anglais (Langue)--Dictionnaires français. 3. Muséologie--Dictionnaires. 4. Français (Langue)--Dictionnaires anglais. I. Bernard, Yolande. II. Canada. Secrétariat d'État du Canada. III. Canada. Bureau des traductions. Direction générale de la terminologie et des services linguistiques. IV. Titre. V. Titre: Glossary of museology. VI. Coll.: Bulletin de terminologie (Canada. Bureau des traductions. Direction générale de la terminologie et des services linguistiques) ; 188.

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Lexique de muséologie = Glossary of museology / Jean Blanchet, Yolande Bernard.

(Bulletin de terminologie = Terminology bulletin ; 188)
Text in English and French.
Issued by the Translation Bureau, Terminology and Linguistic Services Branch.
Bibliography: p.
ISBN 0-660-54662-0

1. Museum techniques--Dictionaries. 2. English language--Dictionaries--French. 3. Museum techniques--Dictionaries--French. 4. French language--Dictionaries--English. I. Bernard, Yolande. II. Canada. Dept. of the Secretary of State of Canada. III. Canada. Translation Bureau. Terminology and Linguistic Services Branch. IV. Title. V. Title: Glossary of museology. VI. Series: Bulletin de terminologie (Canada. Translation Bureau. Terminology and Linguistic Services Branch) ; 188.

AM3.B52 1988 069.0341
C89-099404-8E

acoustics	acoustique
acoustics museum	musée de l'acoustique
acquired by illicit means	acquis d'une manière illicite
acquisition SEE accession	
acquisition committee; acquisitions committee; accessions committee	comité des acquisitions
acquisition list; acquisitions list; accession list	liste des acquisitions
acquisition method	mode d'acquisition
acquisition policy; acquisitions policy; purchasing policy	politique d'acquisition; politique d'achat
acquisition receipt	récépissé d'acquisition
acquisitions committee; acquisition committee; accessions committee	comité des acquisitions
acquisitions list; accession list; acquisition list	liste des acquisitions
acquisitions policy; acquisition policy; purchasing policy	politique d'acquisition; politique d'achat
acquisitions register; accession register; accessions register; accessions book	registre des acquisitions
acquisition strategy	stratégie d'acquisition
active museum	musée actif
activity room	salle d'activités
adaptable museum	musée polyvalent
adaptive use (of buildings, space)	polyvalence (des bâtiments, des locaux)
adequate sample; representative sample (of cultural property)	échantillon représentatif (de biens culturels)
adjoining space	espace annexe
adjustable case	vitrine transformable



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ISO 5127: What is it ? (3)

- Is it „library-biased“ ? Is it too much library-oriented ? **No longer ... !**
- What is in it **specifically for museums**, now ?
- ISO 5127 first brings the general definitions/terms needed by all documentation (work): „object“, „system“, „data“, „information management“, but also ... „pre-coordinated system“, „hierarchical class“ like we heard yesterday say when discussing the ICONCLASS – AAT matching



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Basic concepts ISO 5127

3.1.1.01

object

anything perceivable or conceivable

3.1.1.60

material object

(...)

3.1.1.61

conceptual object

(...)

3.1.1.02

concept

unit of *knowledge* (3.1.1.17) created by a unique combination of *characteristics* (3.1.1.04)

3.8.5.03

class

set (3.1.1.09) of *elements* (3.1.1.10) having at least one *characteristic* (3.1.1.04) in common
(...)

NOTE 1 to entry: See also “*concept*” (3.1.1.02) and ISO 21127:2014, definition 3.1.

3.1.5.59

definition

representation of a *concept* (3.1.1.02) by a descriptive statement which serves to differentiate it from *related concepts* (3.1.2.23)



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Basic concepts in ISO 5127: „Document“ – including museum objects

3.1.1.38

document

recorded information (3.1.8.26) or material object (3.1.1.60) which can be treated as a unit in a documentation (3.2.1.22) process

NOTE 1 to entry: See also ISO 25964–1:2011, definition 2.15; ISO 11005:2010, definition 3.1; ISO 15489–1:2016, definition 3.10; IEC 82045–1:2001, definition 3.2.3; ISO 9000:2015, definition 3.7.2.

NOTE 2 to entry: This definition refers not only to written and printed materials in paper or microform versions (for example, conventional books, journals, diagrams, maps), but also to non-printed media such as machine-readable and digitized records, Internet and intranet resources, films, sound recordings, people and organizations as knowledge resources, buildings, sites, monuments, three-dimensional objects or realia; and to collections of such items or parts of such items. (NOTE taken from ISO 25964–1:2011, definition 2.15.) Also, *software (3.1.12.14)*, since *recorded (3.1.8.26)*, can be considered a *document*.

NOTE 3 to entry: *Documents* often are the *manifestations (3.2.1.09)* of *works (3.2.1.07)*. They can differ extensively in form and characteristics.

NOTE 4 to entry: In some professional usage, *documents* are sometimes referred to as “medium”, “*title (3.7.4.01 NOTE 1)*”, “*item*” or “*resource*”.



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- There are more general areas which have nowadays gained so much importance they have specifically added to the „General terms“ in ISO 5127:2017:



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ISO 5127: Types of communication

Kommunikationsarten in ISO 5127

3.1.8.07 human communication	3.1.8.16 mass communication
3.1.8.08 machine communication	3.1.8.17 face-to-face communication
3.1.8.09 indirect communication	3.1.8.18 personal communication
3.1.8.10 point-to-point communication	3.1.8.19 private communication
3.1.8.11 point-to-multipoint communication	3.1.8.20 everyday communication
3.1.8.12 auditive communication	3.1.8.21 specialized communication professional c. / technical c. / expert c.
3.1.8.13 oral communication	3.1.8.22 occupational communication
3.1.8.14 written communication	3.1.8.23 special interest communication
3.1.8.15 pictorial communication	3.1.8.24 scientific communication



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ISO 5127: Types of knowledge

- 3.1.1.17 knowledge
- 3.1.1.18 itemized knowledge
- 3.1.1.19 knowledge entirety
- 3.1.1.20 collective knowledge
- 3.1.1.21 individual knowledge
- 3.1.1.22 subjective knowledge
- 3.1.1.23 objective knowledge (1)
- 3.1.1.24 objective knowledge (2)
- 3.1.1.25 technical/scientific knowledge
- 3.1.1.26 world knowledge
- 3.1.1.27 empirical knowledge
- 3.1.1.28 theoretical knowledge
- 3.1.1.29 traditional knowledge
- 3.1.1.30 explicit knowledge
- 3.1.1.31 implicit knowledge
- 3.1.1.32 tacit knowledge



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ISO 5127: What is it ? (4)

- ISO 5127 secondly provides entries for main basic documentation activities (incl. thesauri, subject indexing, ...)
 - 3.1.11.1.01 write(ing) (...)
 - 3.1.11.1.02 read(ing) (...)
 - 3.2.1.26 identification (...)
 - 3.2.1.27 registration (...)
 - 3.2.1.28 (Document) description (...)
 - 3.2.1.29 cataloguing (...)
 - 3.2.1.30 arrangement (1) (...)
 - 3.1.6.15 translation (...)
 - 3.2.1.37 accumulation (...)
 - 3.2.1.39 preservation (....)
- ... and more !



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ISO 5127:2017 – Documents: Realia

- ISO 5127 thirdly offers a large section defining and differentiating many different types of documents (incl. museum objects). **Examples:**

3.3.2.11

type specimen

de: Typenexemplar

type

specimen (3.3.2.10) on which the official scientific *description (1) <activity> (3.2.1.28)* and *name (3.1.5.28)* of a biological species is based

3.3.2.21

mock-up

de: körperliches Modell

model (2)

<three-dimensional representation> *material object (3.1.1.60)* being a three-dimensional representation of another real or imagined material object, made to present this latter, but usually not of the same solidity and material

NOTE 1 to entry: See also *model (1) <abstraction > (3.3.2.20); drawing (3.4.7.53);* ISO 29845:2011, definition 3.1.7.



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ISO 5127: What is it ? (5)

- Fourth, ISO 5127 enlists the main types of museums, exhibitions (as an activity).
- ISO 5127:2017 has an SKOS description attached to it.
- More to all that to be included in the 2019 next edition !



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ISO 5127:2001 NATIONAL EDITIONS

- [339] SSH ISO 5127:2008 Information and documentation : Vocabulary. - Tirane-Shqiperi : Dreitoria e Pergiithshme e Standardizimit (DPS). - Albanian Standard, in English language
- [340] AS/NZS ISO 5127:2004 Information and documentation : Vocabulary. - Sydney : Standards Australia (SA) ; Wellington : New Zealand Standards Organization (NZSO). - Standard in English
- [341] ÖNORM [Austrian Standard] ISO 5127-2(1990), -5(1993), -6(1996). - Wien : Österr. Normungsinstitut - [Transl. of part 2 and 3a=5 of the first ed. ISO 5127 from 1981, 1983]
- [342] BDS ISO 5127:2009 Information and documentation : Vocabulary. - Sofia : Bulgarian Institute for Standardization (BDS). - Standard in Bulgarian language
- [343] BAS ISO 5127:2009 Information and documentation : Vocabulary. - Istocno Sarajevo : Institute for Standardization of Bosnia-Herzegovina (BAS). - Standard in English language.
- [344] GB/T 4894-2009 信息与文献术语 [A Chinese National Standard modified ISO 5127:2001, in Chinese with English terms]
- [345] HRN/ISO 5127:2008 Informacije i dokumentacija - Terminološki rječnik [Vocabulary of information and documentation]. - Zagreb : HZN (Hrvatski zavod za norme), 2008. - 354 p. - [Croatian Standard, gives ISO 5127:2001 in English and in Croat]
- [346] CZ ISO 5127 Ceska technicka norma : Informace a dokumentace - Slovník = ISO 5127:2001 Vocabulary of information and documentation. Praha:CSN, 2003
- [347] DS/ISO 5127:2001 Information and documentation : Vocabulary. - Nordhavn : Danish Standards (DS). - Standard in English language.
- [348] EVS-ISO 5127:2004 Eesti Standard - Informatsioon ja dokumentatsioon : Sonastik = Information and documentation : Vocabulary. - [Standard in Estonian, with terms in English, Finnish, French]



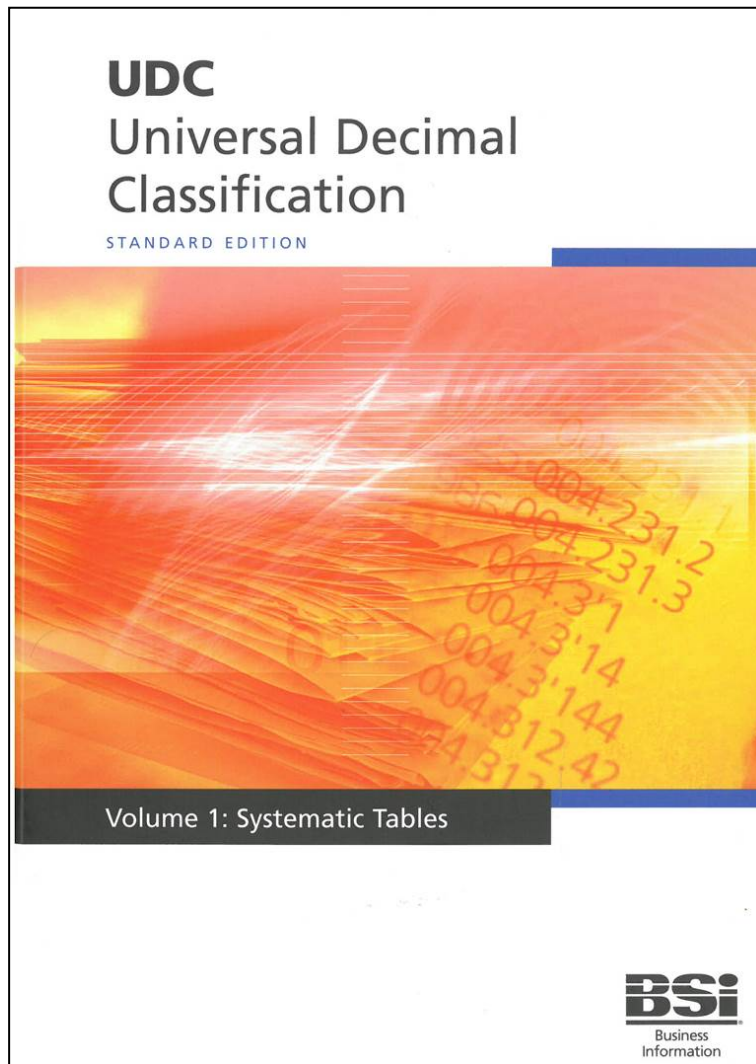
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ISO 5127: Are „dictionaries“ really necessary ? Some ISO 5127 Forerunners

- 1913 Vocabulaire technique de l'éditeur en 7 langues ...
- 1920s: First full editions of UDC
- 1953/1961/1967 Vocabularium bibliothecarii (UNESCO) (5+6 languages)
- 1976 Terminology of documentation (6 languages) (UNESCO)
- 1976 British Standard BS 5408 „Glossary of documentation terms“
- 1970s First version of ISO 5127
- 1977/1998 AACR Anglo-American Cataloging Rules
- 1983 Dictionarium museologicum (20 languages)
- 1987/2005 Harrod's librarian's glossary
- Early 1980s: Beginning of AAT Art and Architecture Thesaurus
- 1998/2005 ASIS&T: Thesaurus of information science, technology, and librarianship
- 2002/2014 ODLIS Online library dictionary / Joan Reitz
- 1998 British Standard DD 247 „Documentation: Vocabulary“
- 2001 ISO 5127:2001 (Consolidated edition)
- 2011 RDA Resource Description and Access (New cataloging Rules) / FRASAD
- ... and 116 more (in ISO 5127:2017 Bibliography)



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09 Manuscripts. Rare and remarkable works

09 MANUSCRIPTS. RARE AND REMARKABLE WORKS

*Class here works about manuscripts, rare books etc.
The documents themselves are normally denoted using the (0...) auxiliaries of Table 1d, e.g. (0.032) or (0.068).
Alternatively they may be grouped together at the subdivisions of 09 with further specification by (0...), (1/9), "... and alphabetic extension*

090.1	Bibliophily. Bibliomania. □ Book collectors and collections ⇒ 028.01 ⇒ 655.425	094.4	First editions. Editions principes ⇒ (0.044)
091	MANUSCRIPTS ⇒ (0.032) ⇒ 75.05	094.5	Less valuable old books
091.0	Technical questions relating to manuscripts	095	BOOKS REMARKABLE FOR THEIR BINDING
091.01	Script. Writing of manuscripts ⇒ 003 ⇒ 930.1:003.072	096	BOOKS REMARKABLE FOR THEIR ILLUSTRATIONS OR FOR MATERIALS USED
091.07	Facsimiles. □ Reproduction of manuscripts by chromolithography, photography and other processes ⇒ 655.2/3 ⇒ 774/776	096.1	Rare illustrated books ⇒ 084
091.1	Form of manuscript	096.2	Books of precious materials. □ On vellum, silk, bark. With silver, gold. With woven, carved, engraved text
091.11	Tablets. Single leaves	097	MARKS OF OWNERSHIP OR ORIGIN. □ Ex libris. Bookplates. Monograms, seals
091.12	Double, multiple leaves. □ Diptychs. Triptychs. Polyptychs. Palm leaf books	098	VARIOUS KINDS OF WORK REMARKABLE FOR INTRINSIC CHARACTERISTICS
091.13	Rolls. Volumina	098.1	Prohibited books. □ Works condemned or banned by temporal or spiritual powers. Suppressed, censored works. Library 'infemos' (collections not considered suitable for open display). Clandestine, secret, underground literature ⇒ 070.18 ⇒ 82-993
091.14	Codices. Volumes. Books with folded leaves	098.11	Prohibited by religious authorities. □ Index librorum prohibitorum ⇒ 27-426.4:002
091.2	Manuscripts according to writing surface. □ On papyrus, parchment, paper ⇒ 003.51	098.12	Prohibited by civil authorities ⇒ 351.751.5
091.3	Various kinds of manuscript	098.3	Lost works. Imaginary, supposititious and projected works. Works announced but never published
091.31	Manuscript decoration. □ Manuscripts with miniatures. Illuminated manuscripts ⇒ 096 ⇒ 75.05	098.5	Works with key <i>With detailed correspondence to real persons, events. Romans à clef</i>
091.33	Palimpsests. Re-used manuscripts	099	OTHER KINDS OF WORK, REMARKABLE FOR EXTRINSIC CHARACTERISTICS. CURIOSA
091.5	Autographs. Autography. □ Handwritten texts. Holographs. Signatures ⇒ 099.3	099.1	Works of exceptional format. □ Outsize, giant, mammoth. Minute, dwarf, microscopic. Micrographic editions ⇒ (0.021)
091.6	Printed works with manuscript notes by celebrated authors (other than the authors of the works)	099.2	Works which have fetched high prices
092	XYLOGRAPHIC BOOKS. □ Block books (books printed from carved wooden blocks)	099.3	Works with autograph dedication ⇒ 091.5
093	INCUNABULA <i>Works printed in Europe before 1500: originals; facsimiles of them; studies of them</i>	099.4	Works which have become rare through adventitious circumstances. □ Books not on the market. Out-of-print editions ⇒ 094.1
094	OTHER PRECIOUS, REMARKABLE OR RARE PRINTED WORKS	099.5	Works of value because of their provenance. □ Books formerly belonging to historic, royal, literary personages, great collections
094.1	Works of great rarity but later than incunabula. □ Masterpieces of typography. Works from the celebrated great presses. Limited editions ⇒ 099.4		
094.2	Unique copies. Sole extant copies. Unica ⇒ (0.068)		
094.3	Fine editions. □ De luxe editions. Collectors', book-lovers' editions ⇒ (0.027.6)		

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IS 1 2550 - 1963

Indian Standard

GLOSSARY OF CLASSIFICATION TERMS

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(Continued on page 2)

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Documentation — Vocabulary

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