TERMINUS 2.0 USER'S GUIDE

Terminus is a web application for corpus and terminology management. It allows creating and managing terminological projects and selecting data categories. It integrates the complete work process of individual and/or team terminographic work: textual corpus search, compilation and analysis, term extraction, glossary and project management, database creation and maintenance, and dictionary edition.

Terminus contains different articulated modules:

Projects: to create a terminological project.

Sources: to manage the sources used in a terminological project.

Conceptual structure: to create a concept tree in order to structure the terms of a given glossary.

Documents: to upload text files in order to build a extraction corpus.

Corpus: to select the documents to be included in the corpus.

Corpus analysis: to make a statistical corpus exploitation. Word frequency, concordances, n-grams and association measures can be extracted. Terminus also allows term extraction from LSP corpus.

Glossaries: to create and manage the glossaries of a project, and to import glossaries.

Terms: to introduce, consult and export terminological data within a glossary.

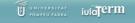
TABLE OF CONTENTS

| 1. Log in into Terminus | 2 |
|--------------------------------|----|
| 2. Basic management | 3 |
| 3. Conceptual structure module | 5 |
| 4. Documents module | 8 |
| 5. Corpus module | 12 |
| 6. Analysis module | 14 |
| 7. Glossaries module | 24 |
| 8. Terms module | 25 |

1. Log in into Terminus

In order to access Terminus, registered users must introduce their log-in data (username and password) and select the interface language.





Once on the system, all the work options offered by Terminus, distributed in several modules, can be seen on the left part of the screen: *Conceptual Structure, Documents, Corpus, Analysis, Glossaries* and *Terms*. In addition, the basic management options can be seen on the upper part of the screen: *Home, User's guide, User details, Projects, Sources, Contact us* and *Exit*. Next some details about the main functions of the different modules are provided.

2. Basic management





Terminus basic management options are the following:

Home: Link to Terminus home page.

User's guide: Link to Terminus guideline.

User details: To modify the user's name, surname, password and/or e-mail address.

| | | Update user details |
|---|---|--------------------------|
| User: Natalia Seghezzi Group: Workshop1 | Update your details here. | |
| Conceptual structure Concept tree | Log-in name: | Natalia Seghezzi |
| Documents Upload a document | Name and surname(s): | Natalia Seghezzi |
| <u>Upload a group of documents</u> File manager | New password: | |
| Corpus New corpus Corpus manager | Re-enter your password: | |
| <u>Corpus manager</u> Analysis New analysis | New e-mail address: | natalia.seghezzi@upf.edu |
| <u>New analysis</u> Saved analysis manager Validated analysis manager | Please re-enter your new e-mail address: | natalia.seghezzi@upf.edu |
| Glossaries Glossary manager | To prevent accidental changes, please enter | your old password: |
| Import a glossary Terms | Ok Reset form | |
| New term Term search and export | | |
| | | |
| | | |
| | | |
| | | |
| | 2 | |

Projects: Terminus allows creating, modifying and eliminating projects. Please notice that each work team may have more than one project.

| lser: Natalia Seghezzi Group: Workshop1 Conceptual structure | Project settings Options Projects Created by | |
|---|--|--|
| Concept tree Documents Ipload a document Ipload a group of documents ile manager | Headaches Natalia Seghezzi Terminology Management Natalia Seghezzi Gastronomy Natalia Seghezzi | |
| iorpus lew corpus iorpus manager inalysis laved analysis manager alidated analysis manager alidated analysis manager ilossaries mont a clossary | Delete selection Delete all Create a new project: Project name: Ok Ok | |
| erms ew term erm search and export | | |
| | | |

Sources: The sources for terms, contexts and definitions can be managed, i.e. edited or deleted. It is important to remember that any change in a source is automatically updated everywhere in the database.

| Contexts Headache Classification | Source he Study of Headache, Guidelines for All Healthcare Professionals in the Source 1 Subcommittee of the International Headache Society (IHS). The | |
|-------------------------------------|---|--|
| Contexts Headache Classification | Source | |
| C Headache Classification | | |
| | n Subcommittee of the International Headache Society (IHS). The | |
| | | |
| Terms | Source | |
| May A, Leone M, Áfra J | , et al. EFNS quidelines on the treatment of cluster headache and other | |
| | | |
| | | |
| | | |

Contact us: To send comments or bug reports to the webmaster. *Exit*: To log out.

3. Conceptual structure module



The *Conceptual structure* module offers the possibility to create a concept tree in order to organize the terms of a given glossary.

| | | Browse Ok |
|-------|--------------|--------------------------------------|
| Print | Close New tr | ee Save New node Fullscreen |
| | | |
| | | |

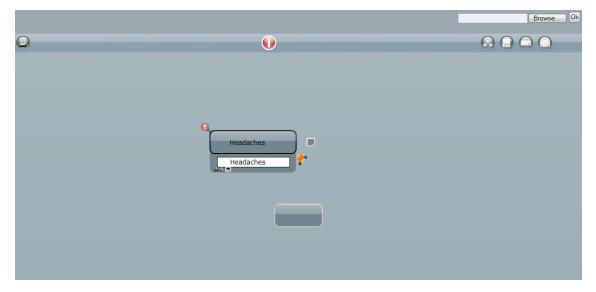
Click on *Concept tree* to access the tool click on Concept tree to access the tool (the system may ask you to install Adobe Flash Player in order to open the Concept tree tool). To have a full screen format, click on *Fullscreen* (fourth icon on the upper right corner). In order to start creating your concept tree, click first on *New node* (third icon on the upper right corner).

You can create as many nodes as you want for each tree. Please notice that, each time you create a new node, it appears in the centre of the screen; thus, when several

nodes are inserted one after the other they overlap and it is necessary to move them along the screen in order to differentiate them. To move the nodes, click on them and simply drag them along the screen. If you want to connect them with a line, put the two nodes one next to the other and the line will be drawn automatically.

Important: if you click on *New tree* (first icon on the upper right corner), the screen will go blank and all the content will be lost; that is why it is highly recommended that you save the tree as soon as you start working. To save the concept tree on your computer, click on *Save* (floppy disk icon on the upper right corner).

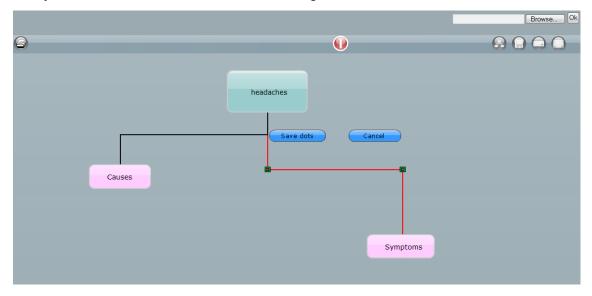
Click twice on a node for all the functions to appear in order to modify it. To introduce text, write in the blank box below the node and then press the return (Enter) key. If you want to return within the same node, press Caps lock and the return (Enter) key at the same time. In order to change the font style (bold, italics and colour), use the specific icons on the lower left part. To change the colour of the node, click on the right hand square. To delete a node, click on the X red icon on the upper left part.



The lines connecting the nodes can also be modified. First you must click on the line for the editing function to appear (the line will change into red colour; the discontinuous arrow allows extending the line to a non-connected node).

| 0 | | Browse Ok |
|--------|-----------|-----------|
| Causes | headaches | |

To remove a connecting line click on the X red icon. To modify a line click on *Edit connection*; when this is done two square inflection dots appear in order to move the line; when the line and node are placed in the desired position, click on *Save dots* and finally click on the red line for it to turn black again.



Please note that concept trees created with Terminus editor can only be open with Terminus' concept tree editor. In order to see a saved concept tree, open a new white screen (*New tree*), click on Browse (or the corresponding button, depending on the language of your browser), look for the file on your computer and press OK.

The concept tree created with Terminus editor can be printed by clicking on *Print* (printer icon on the upper left corner). Finally, the red icon in the top middle of the screen allows to exit Terminus' *Conceptual structure* module.

4. Documents module

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The *Documents* module offers three possibilities: uploading a document onto the system from an URL or a file stored in your computer, uploading several documents together (in one single step) either by means of a zip file containing several files, a file containing several URLs or an Internet search, and managing all of a user's documents.



- Upload a document: To upload a single document you must give it a name (to identify it later), and specify its origin and location (URL or desktop file), source (for example bibliographic reference) and language.

| Fermin | 1UIS 2.0 Home User's guide User details Projects Sources Exit |
|---|---|
| User: Natalia Seghezzi Group: Workshop1 | Upload a document |
| User: Natala Seghezzi Group: Workshop1 Conceptual structure Conceptual structure Upload a document Upload a documents File manager Corpus C | Name: Primary headaches URL: http://www.bmj.com/highw Local file: Browse Source: The British Medical Journal (BMJ) http://www.bmj.com/ Language: English • Ok |
| | n |

Once the document is loaded, a fragment of it is shown on the screen. It is possible to save the document in your desktop in TXT format.

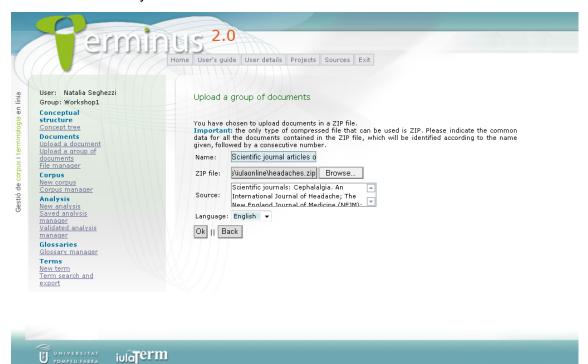
| | Loading file |
|---|---|
| User: Natalia Seghezzi | cooling inc |
| Group: Workshop1 | Converting files of the type pdf into plain text. Please note that some information may be lost in the process |
| Conceptual structure | A fragment of the document |
| Concept tree | s ome people with heart disease do not 🙍 |
| Documents Upload a document | have anydifficulty on a daily basis. on the whole, however, those with heart disease |
| Upload a group of documents | are more limited in their activities, |
| <u>File manager</u> | Download the document in TXT format |
| Corpus New corpus | Inserting new record into the database |
| Corpus manager | <u>Ok</u> II <u>Home</u> |
| Analysis | |
| <u>New analysis</u> Saved analysis manager | |
| Validated analysis manager | |
| Glossaries Glossary manager | |
| Import a glossary | |
| Terms | |
| <u>New term</u> Term search and export | |
| <u> </u> | |
| | |
| | |
| | |
| | |

- Upload a group of documents: To upload a new group of documents, select one of the three available options (zip file, URL or Internet search).

| User: Natalia Seghezzi Group: Workshop1 | Upload a group of documents |
|--|---|
| Conceptual structure Concept tree | Select file source: |
| Documents Upload a document Upload a group of documents File manager | Upload a ZIP file containing the documents Upload a text file with the URL of the documents Retrieve documents from the web |
| Corpus New corpus Corpus manager Analysis New analysis Saved analysis manager Validated analysis manager Glossaren Glossary manager Import a glossary | |
| Terms New term Term search and export | |
| | |

If the zip file option is chosen, Terminus will ask the user to specify some common data for all the documents in the group (identification name, source and language) and look

for the file to upload. Please notice that, in the present version of Terminus 2.0, it is not possible to upload other than ZIP files (other formats such as RAR files are not accepted) and it is important that they contain only individual files, i.e. that the ZIP file does not contain any folders.



If the URL option is chosen, Terminus will also ask the user to specify some common data for all the documents in the group (identification name, source and language) and the file to upload. Please notice that the file must be a TXT file and contain one URL per line.

| lser: Natalia Seghezzi iroup: Workshop1 | Upload a group of documents |
|---|---|
| onceptual structure | |
| <u>concept tree</u> Jocuments Ipload a document Ipload a group of documents ile manager | You have chosen to upload the documents through a text file containing their URLs. It is necessary that the text file contains one URL per line. Important: if the URLs are from the same server, Terminus will download the pages more slowly to avoid overloading the host. Please indicate the common data of the documents, which will be identified according to the name given, followed by a consecutive number. |
| iorpus lew corpus corpus manager unalysis lew analysis | Name: Scientific journal articles o URLs file: hline/headaches_URLs.txt Browse |
| aved analysis manager alidated analysis manager | Scientific journals: Cephalaigia. An A Source: International Journal of Headache; The New Fooland Journal of Medicine. (NETM). |
| ilossary manager | Language: English 👻 |
| e <u>w term</u> erm search and export | Ok II Back |
| | |
| | |

If you choose to get the documents from the Internet, Terminus will ask you to specify an identification name for the group of documents and the following search fields: the query expression or term to be searched for, the maximum number of documents, the file type (PDF, DOC, PS or indifferent), and the language. There is also the possibility to apply further restrictions to the search by indicating a particular Internet domain, and to include some units that should or should not appear in the texts yielded by the search (in the first case up to 5 units can be included, and in the second up to 100 units; in both cases the units can be written one per line, or one after the other separated by comma, or semicolon).

| User: Natalia Seghezzi Group: Workshop1 | Upload a group of documents | | | |
|---|---|------------------------------|--|-----------|
| Conceptual structure Concept tree Documents | You have chosen to search for the docum indicate the common data for all the docu which will be identified according to the na consecutive number. | ments resulting from the sea | arch, | |
| <u>Upload a document</u> <u>Upload a group of documents</u> <u>File manager</u> | Name: | headhache_internet | Query expression: (Mandatory field) | headhache |
| Corpus New corpus | Number of documents to download: | 10 💌 | Document type: | 🗸 |
| Corpus manager | Language: | English 💌 | Domain: (for example: upf.edu) | |
| Analysis New analysis Saved analysis manager Validated analysis manager | Terms that should co-occur with the query expression: (up to 5 units) | migraine, cephalalgia | Terms that should NOT co-occur with the query expression: .: (up to 100 units) | : |
| Glossaries Glossary manager Import a glossary | Ok II Back | | | |
| Terms New term Term search and export | | | | |
| term search and export | | | | |

- *File manager*: Users can manage the documents which have been saved in Terminus. It is possible to view the documents (by clicking on the document name), edit or delete them. You can also download texts in TXT format and save them onto your desktop.

| | | Home User's | quide User | details Projects Sources Contact us Exit |
|---|--------|--------------------------------|------------|--|
| | | | guide | actais Projects Sources Contact os Exit |
| User: Natalia Sechezzi | | | | |
| Group: Workshop1 | File m | anager | | |
| Conceptual structure | | | | |
| Concept tree | Optio | ns Name | Languag | je Source |
| Documents | | Primary headaches | English | The British Medical Journal (BMJ) http://www.bmj.com/ |
| Upload a document | | Headache from Internet1 | English | http://www.wikihow.com/Get-Rid-of-a-Headache |
| Upload a group of documents File manager | | Headache from Internet2 | English | http://www.uptodate.com/contents/patient-information-headache-causes-and-diagnosis-in-adults |
| | | Headache from Internet3 | English | http://www.medicinenet.com/migraine_headache/article.htm |
| Corpus New corpus | | Headache from Internet4 | English | http://www.mayoclinic.com/health/migraine-headache/DS00120 |
| Corpus manager | | Headache from Internet5 | English | http://www.healthscout.com/ency/68/96/main.html |
| Analysis | | Headache from Internet6 | English | http://www.medicinenet.com/headache/article.htm |
| New analysis Saved analysis manager | | Headache from Internet7 | English | http://en.wikipedia.org/wiki/Migraine |
| Validated analysis manager | | Headache from Internet8 | English | http://www.webmd.com/migraines-headaches/guide/migraines-headaches-diagnosis-tests |
| Glossaries | | Headache from Internet9 | English | http://headaches.about.com/ |
| Glossary manager Import a glossary | | Headache from Internet10 | English | http://www.mayoclinic.com/health/headaches/HE00001 |
| | | Scientific journal articles on | English | Scientific journals: Cephalalgia. An International Journal of Headache; The New England Journal of |

5. Corpus module

Based on the documents uploaded in a previous step (see *Documents* module), the *Corpus* module allows creating and managing specialized corpus.





The Corpus module contains the following two options:

- *New corpus:* In order to create a new corpus, give the corpus a name and select the documents. It is possible to create as many corpus as needed. At the moment of creation, users may select as many documents as necessary.

| ermin | US 2.0 | | | | | |
|---|---------------------------------------|------------------------------|----------------------------|---|--|--|
| | Home User's gu | ide User details Projec | ts Sources Contact us Exit | | | |
| User: Natalia Seghezzi | | | | | | |
| Group: Workshop1 | New corpus | | | | | |
| Conceptual structure Concept tree | | | e | ^ | | |
| Documents Upload a document | 1. Enter the name of the new corpu | is: | | | | |
| <u>Upload a group of documents</u> <u>File manager</u> | Name: Headhaches | Name: Headhaches | | | | |
| Corpus New corpus Corpus manager | 2. Select the documents for the co | pus: | | | | |
| Analysis | Select documents whose name has at le | ast partial coincidence with | the name of the corpus | | | |
| <u>New analysis</u> Saved analysis manager | Options Name | Language | | | | |
| Validated analysis manager | Primary headaches | English | | | | |
| Glossaries | Headache_from_Internet1 | English | | | | |
| <u>Glossary manager</u> Import a glossary | Headache_from_Internet2 | English | | | | |
| ITA. | Headache_from_Internet3 | English | | | | |
| Terms New term | | | 8 | ~ | | |
| Term search and export | Ok Selectall Resetform | | | _ | | |

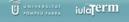
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- Corpus manager. By clicking on the corpus name, the corpus can be viewed, edited or deleted.



6. Analysis module





The *Analysis* module includes four main types of statistical corpus analyses: n-gram extraction, association measures, keyword in context and term extraction. Click on *New analysis*, select the desired analysis method and the corpus to be explored.



N-gram extraction: Terminus extracts n-grams (sequences of n words) from the corpus according to the analysis options selected by the user. The options include the possibility to select the number of grams (n), the minimum frequency of the n-gram in

the corpus, a form that must be contained in the n-gram, ignore the numbers in the corpus, include a stoplist with grammatical words (that is why the language of the corpus must be selected), select the maximum number of results and sort results by frequency or alphabetic order.

| Jser: Natalia Seghezzi | Corpus analysis Step 1 of 2 N-grams extraction Choose analysis options | |
|---|--|-----------------------------------|
| Group: Workshop1 Conceptual structure Concept tree | Analysis name: | |
| Documents Upload a document Upload a group of documents File manager | N-grams extraction | |
| Corpus New corpus Corpus manager | Define n (Ex.: 1 for unigrams, 2 for bigrams, 3 for trigram | ns, etc.) |
| Analysis <u>New analysis</u> Saved analysis manager | Only n-grams containing the following form: | |
| Validated analysis manager | Set the minimum frequency: | 3 |
| Glossaries Glossary manager Import a glossary | Ignore numbers in the corpus: | |
| Terms | Choose language: | ▼ |
| <u>New term</u> Term search and export | Include stoplist: | |
| | Select the maximum number of results: | 500 |
| | Sort results: | by frequency alphabetic order |
| | Ok Reset form Back | |
| | | |
| | | |

The result of this analysis is a list of n-grams with their absolute and relative frequency.

| User: Natalia Seghezzi Group: Workshop1 Conceptual structure Concept tree | Corpus an Step 2 of 2 N-gram ext Results:309 Validate : | raction | | |
|--|---|-----------------------|--------------------|--------------------|
| Documents | No. | Units | Absolute frequency | Relative frequency |
| Upload a document Upload a group of documents | 1) | tension-type headache | 62 | 0.00211193 |
| le manager | 2) | mayo clinic | 40 | 0.00136254 |
| Corpus | 3) | migraine headaches | 37 | 0.00126035 |
| New corpus Corpus manager | 4) 🗌 | without aura | 37 | 0.00126035 |
| | 5) 🗌 | migraine headache | 34 | 0.00115816 |
| Analysis New analysis | 6) 🗌 | headache subtypes | 32 | 0.00109003 |
| Saved analysis manager | 7) 🗖 | migraine without | 30 | 0.00102190 |
| Validated analysis manager | 8) 🗌 | tension headaches | 24 | 0.00081752 |
| lossaries | 9) 🗖 | cluster headaches | 24 | 0.00081752 |
| <u>Glossary manager</u> Import a glossary | 10) | blood vessels | 18 | 0.00061314 |
| Terms | 11) 🗖 | chronic daily | 14 | 0.00047689 |
| New term | 12) 🗌 | headache subtype | 12 | 0.00040876 |
| Term search and export | 13) 🗌 | accessed feb | 12 | 0.00040876 |
| | 14) 🗌 | primary headaches | 11 | 0.00037470 |
| | 15) | met criteria | 11 | 0.00037470 |
| | 16) | patient information | 11 | 0.00037470 |
| | 17) | some people | 11 | 0.00037470 |
| | 18) | blood pressure | 10 | 0.00034063 |
| | 19) 🗖 | medical education | 10 | 0.00034063 |
| | 20) 🗌 | secondary headaches | 10 | 0.00034063 |
| | 21) | clinical features | 10 | 0.00034063 |
| | 22) | migraine attacks | 10 | 0.00034063 |
| | 23) | accessed march | 10 | 0.00034063 |

From this list the term candidates can be validated (as will be seen later in this section). 15

Association measures: Terminus allows the extraction of a list of bigrams which present some degree of association. This is done by analysing all the bigrams in the corpus or those bigrams indicated by the user containing a specific unit. The association measure can be obtained with three different measures (t-score, chi square and mutual information), and according to the analysis options selected by the user. The options include the possibility to ignore the numbers in the corpus, include a stoplist with grammatical words (that is why the language of the corpus must be selected), select the maximum number of results and sort results by weighting or alphabetic order.

| ermin | | er's guide User details Projects Sources Contact us Exit |
|--|---|--|
| User: Natalia Seghezzi Group: Workshop1 | Corpus analysis Step 2 of 2 Choose analysis options Analysis name: | |
| Conceptual structure | Association measures | |
| <u>Concept tree</u> Documents Upload a document Upload a group of documents File manager | Association measures | Calculate the association measure of all bigrams in the corpus Calculate the association measure of bigrams that contain the following unit: |
| Corpus New corpus | Set the minimum frequency: Ignore numbers in the corpus: | 3 |
| Corpus manager Analysis New analysis Saved analysis manager Validated analysis manager | Measures : t-score Chi Square | Mutual Information |
| Glossaries Glossary manager | Choose language | |
| Import a glossary | Include stoplist: | |
| Terms <u>New term</u> Term search and export | Select the maximum number of results: | 500 |
| | Ok Resetform Back | |

The result of this analysis is a list of bigrams indicating the weighting obtained according to the measure chosen. From this list the term candidates can be validated (as will be seen later in this section).

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| | 145 2.0 | Home User's guide User details Projects | Sources Contact us Exit |
|--|--|---|-------------------------|
| User: Natalia Seghezzi Group: Workshop1 | Corpus analysi Step 2 of 2 Association mea | | |
| Conceptual structure Concept tree | Validate selec | cted candidates | |
| Documents | No. | Units | Mutual Information |
| Upload a document Upload a group of documents | 1) | stewart wf | 13.2056 |
| <u>File manager</u> | 2) | cortical spreading | 13.2056 |
| Corpus | 3) | cutrer fm | 13.2056 |
| New corpus Corpus manager | 4) | rasmussen bk | 13.2056 |
| | 5) 🗌 | mutually exclusive | 13.2056 |
| inalysis Iew analysis Iaved analysis manager 'alidated analysis manager | 6) 🗌 | diabetes digestion | 12.8837 |
| | 7) 🔲 | unsourced statements | 12.8837 |
| | 8) 🔲 | lipton rb | 12.6207 |
| Glossaries | 9) 🗌 | brown recluse | 12.6207 |
| <u>Glossary manager</u> Import a glossary | 10) | facebook twitter | 12.6207 |
| Terms | 11) | united states | 12.3983 |
| New term | 12) 🗌 | full profile | 12.2987 |
| Term search and export | 13) 🗌 | kids hearing | 12.2987 |
| | 14) 🗌 | close window | 12.2056 |
| | 15) | black widow | 12.2056 |

Keyword in context: It is possible to consult the contexts of occurrence of a particular unit (which can be simple or syntagmatic, i.e. a phrase) by extracting concordances. To search for key words in context the term to be sought must be indicated.

| User: Natalia Seghezzi Group: Workshop1 Concept ural structure Concept as structure Concept as tructure Concept as tructure Concept as tructure Defined a document Upload a group of documents File manager Corpus New corpus New corpus New corpus New corpus New corpus New corpus New corpus New corpus New corpus Seved analysis Saved analy | Home User's guide User details Projects Sources Exit Corpus analysis Step 2 of 2 Keyword in context Choose analysis options Analysis name: concordances_headache Query expression: headache Size of the context window: 15 tokens Ok Reset form Back |
|--|--|
| | m |

The result of this analysis is a list of contexts of occurrence (concordances) of the unit searched for in the corpus.

| User: Natalia Sephezzi | Corpus analysi | 2111 | | | | | |
|--|---------------------------------|-------------|---|----------------|---|--|--|
| Group: Workshop1 | Step 2 of 2 Keyword in conte | | | | | | |
| Conceptual structure | | Back | | | | | |
| Concert tree Documents Upload a document Upload a documents File manager Corpus New corpus Carpus manager Analysis Hex analysis Hex analysis Glossaries Glossaries Glossaries Glossaries Hex term Term search and export | Query expression | n: headache | | | | | |
| | 1) Primary her | adaches | magnitude, impact, and stability of prima | y headache | subtypes 30 year prospective swiss cohort study open access kathleen r merikangas senior investigator 1 | | |
| | 2) Primary her | adaches | abstract objective to determine the prevalence, impa and stability of different subtypes | t, headache | in a 30 year prospective follow-up study of a general population sample. design prospective | | |
| | 3) Primary hea | adaches | , interviewed seven times across 30 years of follow-u main outcome measures prevalence | | | | |
| | 4) Primary he | | | | over time; and age of onset, severity, impact, family history, | | |
| | 5) Primary hea | adaches se | verity, impact, family history, use of healthcare service and drugs f | s, headache | subtypes, results the average one year prevalences of subtypes of | | |
| | 6) Primary her | | subtypes. results the average one year prevalences subtypes | | | | |
| | 7) Primary hea | adaches , | and 11. 5% (femalemale ratio of 1. 2) for tension-ty | | | | |
| | 8) Primary her | | cumulative 30 year prevalences | of headache | subtypes were 3. 0% for migraine with aura, 36 0% for migraine | | |
| | 9) Primary hea | adaches , 3 | 6. 0% for migraine without aura, and 29. 3% for tensio ty | headache | despite the high prevalence of migraine without aura, most cases were transient and only | | |
| | 10) Primary hea | adaches the | e follow-up period. 69% of participants with migraine a 58% of those with tension-ty | nd headache | manifested the same predominant subtype over time. however, the prospective stability of the | | |

Term extraction: Terminus allows a semiautomatic term extraction which the user will have to validate later. This analysis has two options: training the term extractor in a specific domain by incorporating an electronic dictionary containg terms of the same field, or applying the term extractor to a textual corpus. In the latter case it must be noticed that the quality of the corpus (i.e. its degree of specialization and pertinence to a specific special area) is essential to ensure the quality of the term extraction.

| ermin | Home User's guide User details Projects Sources Contact us Exit |
|---|---|
| Jser: Natalia Seghezzi Group: Workshop1 | Corpus analysis Step 2 of 2 |
| Conceptual structure Concept tree | Term extraction: |
| Documents Joload a document joload a gocuments ile manager Corpus Lerve corpus Corpus Dorpus manager | Choose analysis options Irain the extractor Apply the extractor Back |
| Analysis Jew analysis Saved analysis manager Jalidated analysis manager Slossaries | |
| <u>Glossary manager</u> mport a glossary F erms Jew term | |
| Term search and export | |

In order to train the term extractor the following steps must be followed: first, select the training language (even though the extractor is language independent, the work language must be indicated to enhance performance); second, include a training dictionary: indicate a name, a brief description and the file containing the complete dictionary (please note that it must be a TXT file, in UTF8 encoding, with one term per line). Once the extractor has been trained, it can be applied to extract terms from a textual corpus.

| | Termin | Home User's guide User details Projects Sources Contact us Exit |
|--|--|---|
| línia | User: Natalia Seghezzi Group: Workshop1 | Corpus analysis Step 2 of 2 Choose analysis options |
| Gestió de corpus i terminologia en línia | Conceptual structure Conceptual structure Upload a documents Upload a documents File manager New corpus Corpus manager Analysis Saved analysis manager Validated analysis manager Glossaries Glossary manager Jimoart a diosary Terms New term Term search and export | Train the extractor Select training language Fater the name of the new training dictionary Description Choose training dictionary (Only plain text files in UTPE encoding, with one term per line. Minimum 500 terms, best results obtained with approx. 2500 terms): Browse K Back |
| i | | |

In order to apply the term extractor please indicate first the analysis name (which later will allow you to recover the files related with the extraction), Then select the language of the corpus to analyze, the training dictionary matching the domain of the specialized corpus from the list of available dictionaries¹, the maximum number of results, the minimum frequency, the termhood threshold (this is a statistical measure; please note that 0.5 is a default value), and the desire to ignore the numbers in the corpus if necessary.

¹ New dictionaries can be uploaded by using the *Train the term extractor* option (remember that it must be a TXT file, in UTF8 encoding, with one term per line). 19

| In the second se | 2.0 Home User's guide User's guide User details Projects Sources Corpus analysis Step 2 a12 Analysis name: Apply the extractor Choose language Select the maximum number of results: 1 T Choose language Choose language Choose language Choose language </th |
|--|---|
| | |

The term extraction yields three different files, which will be automatically stored in *Saved analysis manager*. The first file (*Part of speech tagging*) contains all the tagged² units of the corpus and their lemma; the second file (*Term candidates sorted by weighting*) shows the term candidates (simple and complex terms) ordered by their probability to be considered as terms according to the statistical analysis of the extractor; the third file (*Term candidates sorted by syntactic pattern*) contains the list of term candidates ordered according to their syntactic pattern and weighting.

² Further information about part of speech tagging in different languages can be found on the following webs: <u>http://courses.washington.edu/hypertxt/csar-v02/penntable.html</u> (English) <u>http://www.ims.uni-stuttgart.de/~schmid/french-tagset.html</u> (French) <u>http://www.recercat.net/bitstream/2072/77/1/98inf018.pdf</u> (Spanish and Catalan)

| Gestió de corpus i terminologia en línia | Second Se | Prome User's guide User details Projects Sources Contact us Exit Term extraction 1. Part of Speech Tagging 2. Term condicidates sorted by weighting. 3. Term condicidates sorted by weighting. Process completed successfully. |
|--|--|--|
| | | |

In the four types of statistical analyses (i.e. n-gram extraction, association measures, keyword in context and term extraction) the result is a list of units meeting the analysis options required by the user. The lists are automatically stored and can be consulted in *Saved analysis manager*.

| | erminu | 15 2.0 Home User's guide User details Projects Sources Contact us Exit |
|-----------------------|--|---|
| en línia | User: Natalia Seghezzi Group: Workshop1 Conceptual structure | Saved analysis manager |
| ogia | Concept tree Documents | Name |
| oim | Upload a document Upload a group of documents | n-grams headaches |
| corpus i terminologia | File manager Corpus | association measure headaches |
| corpu | New corpus Corpus manager Analysis New analysis | |
| Gestió de | | concordances headache |
| Gesti | <u>Saved analysis manager</u> <u>Validated analysis manager</u> | |
| | Glossaries Glossary manager Import a glossary | ngrams2 |
| | Terms New term | extraction of medical terms TAGGED.htm |
| | Term search and export | extraction of medical terms ranked.htm |
| | | extraction of medical terms_breakdown.ht |
| | | Delete selection Delete all |
| | | |
| | | |
| | | |
| | | |

In the case of the n-gram extraction, the association measures and the term extraction, the resulting units can be validated as terms and incorporated into a glossary already created in Terminus (see the *Glossaries* module, Section 7). In order to validate the term candidates that will be incorporated into the glossary go to *Saved analysis manager*, click to open the desired analysis result list, select the units and click on *Validate selected candidates*. The validated units will become part of another list (from

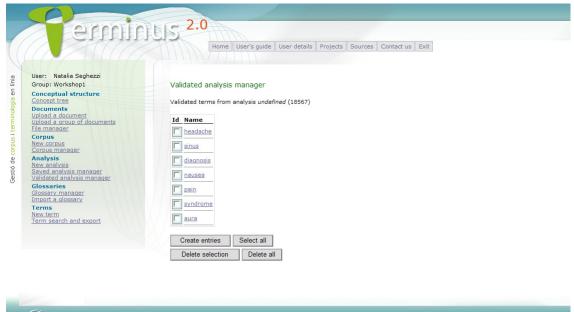
which the terms can be included in the glossary), and it will be possible to delete the rest of the units.

| | | Home User's guide User details Pr | ojects Sources Contact us Exit | |
|--|-------------|-----------------------------------|--------------------------------|--------------------|
| | | | | |
| User: Natalia Seghezzi Group: Workshop1 | Results:309 | | | |
| Conceptual structure | Valio | date selected candidates | | |
| Concept tree Documents | No. | Units | Absolute frequency | Relative frequency |
| Upload a document Upload a group of documents | 1) | tension-type headache | 62 | 0.00211193 |
| File manager Corpus | 2) | mayo clinic | 40 | 0.00136254 |
| New corpus Corpus manager | 3) | migraine headaches | 37 | 0.00126035 |
| Analysis New analysis | 4) | without aura | 37 | 0.00126035 |
| Saved analysis manager Validated analysis manager | 5) | migraine headache | 34 | 0.00115816 |
| Glossaries Glossary manager Import a glossary | 6) | headache subtypes | 32 | 0.00109003 |
| Terms | 7) | migraine without | 30 | 0.00102190 |
| <u>lew term</u> Ferm search and export | 8) | tension headaches | 24 | 0.00081752 |
| | 9) | cluster headaches | 24 | 0.00081752 |
| | 10) | blood vessels | 18 | 0.00061314 |
| | 11) | chronic daily | 14 | 0.00047689 |
| | 12) | headache subtype | 12 | 0.00040876 |
| | 13) | accessed feb | 12 | 0.00040876 |
| | 14) | primary headaches | 11 | 0.00037470 |
| | 15) | met criteria | 11 | 0.00037470 |
| | | | | |

The lists of validated term candidates can be consulted in *Validated analysis manager*. In order to see the validated term candidates, select the desired analysis result list and click on *Create entries*. Please notice that the lists of validated term candidates only include the term candidates which have been selected and validated as terms by the user.

| Gestió de corpus i terminologia en línia | Lesr: Atalia Seghezzi Grous: Workshog: Caceptual structure Caceptual structure Caceptual structure Caceptual structure Dudad a doument Urbada | Home User's guide User details Projects Sources Contact us Exit Valdated analysis manager association_measure_headaches n-grams headaches term extraction headache Create entries Delete selection Delete all |
|--|--|--|
| | | |

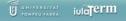
Click on the desired validated term candidate in order to create the terminological record (see Section 8 for a detailed description of the process for introducing terms into Terminus).



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7. Glossaries module





This module allows managing the glossaries created by the user, i.e. edit them (change their name or description) or delete them, and creating new glossaries. Users may have an unrestricted number of glossaries, but must create at least one in order to be able to use the *Terms* module and introduce new terms into the glossary afterwards.

To create a new glossary click on *Glossary manager*. This option also allows to see the list of previously created glossaries. When a new glossary is created it must be given a name; besides, the main language, the domain field and the project it is ascribed to must be indicated.

| ermin | Home User's guide User details Projects Sources Contact us Exit |
|--|---|
| User: Natalia Seghezzi Group: Workshop1 Conceptual structure | Glossary manager |
| Concept tree | Options Glossary name Language Domain field Project Terms |
| Documents Upload a document Upload a group of documents | C Headaches English Medicine Headaches 0 |
| File manager | To create a new glossary, fill-in this form (fields marked with '*' are mandatory). |
| Corpus New corpus | Glossary name: * |
| Corpus manager Analysis | Language: * V |
| New analysis Saved analysis manager | Domain field: * V |
| Validated analysis manager Glossaries | Project: * 💙 |
| Glossary manager Import a glossary | Description: |
| Terms <u>New term</u> Term search and export | Ok Delete selection Delete all Reset form |
| | |
| | |

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From this module, glossaries complying with certain requirements (XML format, etc.) can also be imported³.

8. *Terms* module



The *Terms* module has two main options: introducing new terms into a glossary, and searching for terms which have already been saved and exporting them to an already created glossary.

New term: In order to introduce new terms into a glossary, a series of steps have to be followed. The terminological record you will find is exactly the same as that for introducing terms from a previous validated analysis. (see Section 6).

The terminological record is divided into several parts to be completed with the termrelated information: some basic information (the glossary to be incorporated in, lemma, grammatical category, source, etc.), and other optional data categories (contexts, definitions, equivalents, term variants, collocations and other fields). It is possible to introduce as many contexts, equivalents, term variants, collocations and linguistic notes as necessary or desired.

³ For further information please contact iulaterm@upf.edu.

| ser: Natalia Seghezzi iroup: Workshop1 | Basic information Contexts Definitions Equivalents Remissions Collocations Other fields Lemma: |
|--|---|
| Conceptual structure | Grammatical category: * V |
| bocuments bload a document bload a document bload a document bload a group of ocuments ier manager borpus borp | Term source : Select the glossary into which you wish to enter the term: Source type: Subdomain: Term status: Standardization organization: Usage label: Usage label: |
| | Create record II Continue editing |

Once the compulsory data categories (i.e. those marked with an asterisk) have been introduced (lemma, grammatical category, source and glossary), the terminological record can be created by clicking on *Create record*. Apart from the compulsory data categories, other term-related information can be introduced before creating the record, with the option *Continue editing* or by clicking on each of the screen tabs in the upper part of the screen (contexts, definitions, equivalents, term variants, collocations and other fields). You can click on *Create record* at any time. All created records are saved into the selected glossary and can be consulted and edited at any time.

Term search and export: Term searches can be made on different criteria and there are several data representation, visualization and exportation options.

First of all, the search criteria (*Search options*) must be indicated. Second, the representation format (*Results format*) must be chosen. Third, the data categories for each register have to be selected (*Fields to be shown*).

| ee | er: Natalia Seghezzi oup: Workshop1 | Search options All terms | Results format | | Fields to be shown |
|--|---|------------------------------------|---|-----------------------|--------------------|
| ocument orgup of documents er Search for terms complying with these criteria: er Begins with: Contains: insager Ends with: Glossary: visis manager nabysis manager Project: Language / Usage label: Grammatical category: | onceptual structure | C Search the term: | | | |
| Imager Ends with: Glossary: Imager Jis Project: Imager Term entered by: Imager Language / Usage label: Imager Grammatical category: | ocuments Iload a document Iload a group of documents e manager | Search for terms complying | with these criteria: | | |
| isis Glossary: iyis manager naalvris manager Project: Language / Usage label: Grammatical category: | ew corpus | Begins with: | | Contains: | |
| Vysis manager Project: V Term entered by: s Language / Usage label: V Grammatical category: | nalysis | Ends with: | | Glossary: | 💌 |
| s Language / Usage label: V Grammatical category: V | w analysis ved analysis manager | Project: | 🗸 | Term entered by: | |
| | lidated analysis manager ossaries | Language / Usage label: | 🗸 | Grammatical category: | 💌 |
| Idindiger Jossary Term status: V Source type: V | ossary manager Iport a glossary | Term status: | 🗸 | Source type: | 💙 |
| Standardization organization: | erms w term | Standardization organization: | 💌 | | |
| | rm search and export | Ok Reset form | | | |
| | | | | | |
| | | | | | |
| UK Reser Torm | | | | | |
| OK Reset 10m | | | | | |
| ch and export | <u>ν term</u> m search and export | Ok Reset form | | | |
| | rm | Standardization organization: | 💙 | | |
| | | | | | |
| | m search and export | Ok Reset form | | | |
| Oh Baat from | | Ok Reset form | | | |
| | | Ok Reset form | | | |
| OK Reset Ionn | | | | | |
| | | | | | |
| | | Ok Reset form | | | |
| Old Depart form | | Ok Reset form | | | |
| | search and export | Ok Reset form | | | |
| | | | | | |
| | term | Standardization organization: | 💙 | | |
| lossary lerm status: Source type: | rt a glossary | | | Source type: | ¥ |
| Term status: V Source type: V | sary manager | | 🗸 | | |
| | ssaries | Language / Usage label: | 💙 | Grammatical category: | 💌 |
| s Language / Usage label: V Grammatical category: V | | | ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~ | | |
| Vysis manager Project: V Term entered by: s Language / Usage label: V Grammatical category: | Ilysis | | | | ¥ |
| isis Glossary: iyis manager naalvris manager Project: Language / Usage label: Grammatical category: | corpus | | | | |
| Imager Ends with: Glossary: Imager Jis Project: Imager Term entered by: Imager Language / Usage label: Imager Grammatical category: | manager | Regins with: | | Contains | |
| err Begins with: Contains: insoarr Ends with: Glossary: zis Project: nabyzis manager Language / Usage label: comparison Grammatical category: | oad a document | Search for terms complying | with these criteria: | | |
| ocument orgup of documents er Search for terms complying with these criteria: er Begins with: Contains: insager Ends with: Glossary: visis manager nabysis manager Project: Language / Usage label: Grammatical category: | ncept tree | C Search the term: | | | |
| ee | | | | | |
| Arkshop1 Interview astructure Search the term: astructure Search for terms complying with these criteria: astructure Begins with: Ends with: Contains: astructure Glossary: astructure Project: astructure Term entered by: astructure Language / Usage label: | | | <u>Results format</u> | | rields to be shown |

The term search is useful to edit the terminological records of the glossaries. As indicated, in order to be able to edit the term-related data, the *Search options* must be included in the fields to be shown.

As regard term exportation there are four main possibilities: to display the results on the browser, or to export the results in PDF, HTML, TXT or XML format. The last two options are useful to export the terminological data to other systems.