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Australian Standard[®]

**Information processing
Computer-assisted publishing—
Vocabulary**

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Information processing—Computer-assisted publishing—Vocabulary

1 Scope

This Technical Report deals with terms that are in common use in computer-assisted publishing (i.e. text entry, text editing, typesetting and other typographical imaging, and printing and publishing insofar as they are relevant) and identifies the relationships among the terms.

It deals with terms used in the principal applications of text and office systems in publishing, notably in computer-assisted typesetting. It defines terms used in typesetting instructions, and in the description of equipment used.

A number of terms in current use have survived from an earlier period in which the production processes associated with publishing were manual or mechanical, and are not entirely appropriate to processes that are computer-assisted. Such terms are marked as deprecated for current use.

A number of definitions given in ISO 2302, *Data processing — Vocabulary*, are repeated here for convenience; their source is indicated.

2 Principles and rules followed

2.1 Definition of an entry

The vocabulary is made up of a number of entries; this term is to be understood with the following meaning:

entry: A set of essential elements consisting of an index number, one or more synonymous terms, and one or more phrases, each phrase defining one concept. If more than one concept is defined then these appear in order of importance and are numbered; a set

may also contain examples and notes to facilitate the understanding of a concept and terms associated with it, and cross-references to related terms that are defined elsewhere in the vocabulary.

Other terms such as **vocabulary**, **concept**, **term**, **definition** are used in this section and in the body of the vocabulary with the meanings given in ISO 1087, *Vocabulary of terminology*.

2.2 Organization of an entry

Each entry contains the essential elements as defined in 2.1 and, if necessary, some additional elements; thus it may contain the following items in the following order:

- a) an index number;
- b) the term or the generally preferred term;
- c) the preferred term in a particular country;
- d) the abbreviation for the term;
- e) acceptable synonymous term or terms;
- f) deprecated synonymous term or terms;
- g) the text of the definition, preceded by "(1)" if this is the first of two or more definitions for the same term;
- h) the text of subsequent definitions, each preceded by the number of the definition;
- i) examples of the use of the term with a particular definition, especially where such use is in a composite term made up of a number of words including the defined term;