Indirect WebTerm Download

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TermStar

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1 Understanding indirect WebTerm Download

Target group

This document is aimed at experienced users of TermStar. Functions and program usage concepts that are described in the » TermStar User's Guide are not described in this document.

What is indirect WebTerm Download?

TermStar enables you to create, manage and view multilingual dictionaries. A TermStar dictionary is comparable with a conventional printed technical dictionary but simultaneously offers all the advantages of an electronic dictionary. You can use TermStar as an integral component of Transit and adopt suggested dictionary entries from TermStar when translating in Transit.

With *WebTerm* you can create and manage centralised terminology databases across an intranet or the Internet. The terminology is then immediately available online and can be accessed from anywhere in the world using an Internet browser.

Indirect WebTerm Download for TermStar combines the advantages of TermStar and WebTerm. That means you can easily integrate the terminology managed centrally with WebTerm into your local TermStar installation. In other words you can utilise all TermStar functions for the terminology and use it in Transit (e.g. for suggested dictionary entries when translating). After downloading and integrating the terminology, you are independent of slow or unreliable Internet connections and do not have to be constantly online.

How does indirect WebTerm Download work?

With indirect WebTerm Download, WebTerm compiles the centralised terminology into "download packages" in the form of ZIP files and makes them available for downloading.

As soon as the ZIP files have been received by your computer, you can import them into a local dictionary in TermStar.

A download package always contains one dictionary. The precise contents of the package are specified by the WebTerm administrator. He/she decides which dictionary, which languages and which fields a package contains. Based on those specifications, WebTerm generates two packages of different types:

- Initial package

  An initial package contains the entire terminology of the dictionary – filtered as appropriate – in the selected languages.

  An initial package has to be imported into a new TermStar dictionary.

- Update package

  You import an update package to bring a local TermStar dictionary up to date. It contains only the differences from the current or preceding initial package.

  You can only import an update package into a TermStar dictionary into which you have previously imported the corresponding initial package.

Whether you need to import an initial package or an update package depends on which download packages are available to you and how up-to-date your local dictionary is.

How do the download packages get onto your computer?

There are various ways in which the download packages can get onto your computer:

- A download package can be written to a CD and the CD sent to you.
- Your client could copy the package to an FTP server. You would then need to download it from the server before importing it.
- If you are connected to an intranet, an authorised person might download the package and then pass it on to you.
- If you have the required authorisation, you can download the packages directly to your computer via the standard WebTerm user interface. How to do so is explained in the » WebTerm – Indirect WebTerm Download document.

Important points to note

Do not edit downloaded local dictionaries!

The local TermStar dictionaries represent a snapshot of the centrally managed WebTerm dictionaries.

Therefore, we strongly advise you against editing the downloaded dictionaries locally. When you import an update, your local changes could be overwritten and consequently lost.

So you should make a clear distinction between the downloaded dictionaries and the terminology that you edit:

● For additions that are only of relevance to you, you can create an additional local TermStar dictionary in which you can manage your own terminology.

You can then enter that TermStar dictionary in the project settings and use it as a project dictionary along with the downloaded dictionary. TermStar will then show the entries from all dictionaries in a combined, virtual dictionary. More details are provided in the » TermStar User's Guide in Section *"Working with Projects"*.

● For additions or alterations that are of relevance to centrally managed terminology, you should consult your terminology administrator or project manager. He/she will enter your requested alterations directly in WebTerm so that all other users are able to benefit from your amendments.

DO NOT EDIT THE ZIP FILES

TermStar imports the ZIP files directly. You must not unzip them yourself. Do not make any changes to the ZIP files. Doing so could prevent TermStar from being able to import the download package and/or could destroy the integrity of the data.

2 Using indirect WebTerm Download in TermStar

You can use the resource bar in TermStar to import download packages.

When doing so, you have the following choices:

- An initial package must always be imported into a new TermStar dictionary.
- An update package has to be imported into a dictionary into which you have previously imported the corresponding initial package.

You can tell whether the ZIP file contains an initial package or an update package from the file name.

Example of packages of different types:

- `STAR_UserGuide_DEU_ESP_I_4_0.zip` (initial package, version 4.0)
- `STAR_UserGuide_DEU_ESP_U_4_1.zip` (update package, version 4.1)

The first part of the file name is defined by the WebTerm administrator, in this example that is: `STAR_UserGuide_DEU_ESP`. That is the package ID.

It is followed by the letter `I` in the case of an initial package or `U` in the case of an update package. That is the package type.

It is followed by the version number.

How to import an initial package

TermStar only imports initial packages into empty dictionaries. When doing so, TermStar makes a distinction between the following two scenarios:

- The dictionary contained in the package does not exist within your local TermStar application. That will be the case if you are importing the dictionary for the first time or if you have deleted it from your local system. TermStar then creates a new dictionary (» Importing an initial package with a new dictionary, page 8).
- The dictionary contained in the package already exists within your local TermStar application. That will be the case if you have previously imported an initial package containing the dictionary concerned and you are now re-importing the initial package or importing a newer initial package. TermStar then clears the contents of the existing dictionary (» Importing an initial package with an existing dictionary, page 9).

Importing an initial package with a new dictionary

To import an initial package containing a dictionary that does not exist within your local TermStar application:

1. In the resource bar, select **Dictionaries | WebTerm | Indirect WebTerm Download - Import**.

   TermStar displays the window from which you can select the ZIP file.

2. Select the ZIP file that contains the initial package and click Open.

   TermStar detects that it is an initial package containing a new dictionary and so starts the wizard for creating a new dictionary. The wizard guides you step-by-step through the process to make sure you enter all necessary information. More details are provided in the » TermStar User's Guide in Section *"Creating New Databases and Dictionaries"*.

   The wizard opens the following window:
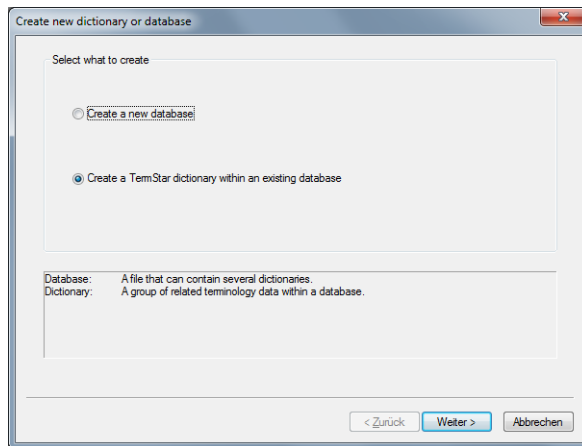
3. Indicate whether you wish to place the dictionary in an existing TermStar database or create a new database for it.

   – To create a new database, select the appropriate option.

      If there are several ODBC drivers installed on your computer, select the one you want to use from the **Select ODBC driver** window.

      For Microsoft Access databases, you enter the folder and file name for the database in the **Specify database file** window.

      For MS SQL databases (optional), you select the database server from the **Select database server** window and then enter the user name and password for accessing the server. Then enter a name for the database in the **Specify database** window.

      In the **Select ODBC connection** window, you can either accept the suggested name for the new ODBC connection or enter a different name of your choice.

     –   To place the TermStar dictionary in an existing database, select the appropriate option.

        In the **Select ODBC connection** window, select the database in which you wish to place the dictionary.

     –   In the **TermStar dictionary** window, enter a name for the new TermStar dictionary. The wizard suggests the same name as is used for the central WebTerm dictionary. Modify the name so as to uniquely identify the dictionary.

Once you have created the new TermStar dictionary (and, if applicable, a database) with the aid of the wizard, TermStar starts importing the download package. While doing so, TermStar displays the **Import** window with the progress bar.

TermStar displays the following message when the import process is completed:
`Completed successfully.`

4.   Close the window by clicking **OK**.

TermStar has now successfully imported the data into your local TermStar dictionary. You can now open the TermStar dictionary in the usual way and use it as a project dictionary. More details are provided in the » TermStar User's Guide in Section *"Working with Projects"*. But remember that if you modify data records, they will be overwritten and, therefore, lost when an update package is imported (» Do not edit downloaded local dictionaries!, page 6).

Importing an initial package with an existing dictionary

To import an initial package containing a dictionary that already exists within your local TermStar application:

1.   In the resource bar, select **Dictionaries | WebTerm | Indirect WebTerm Download - Import**.

    TermStar displays the window from which you can select the ZIP file.

2.   Select the ZIP file that contains the initial package and click Open.

    TermStar detects that it is an initial package containing a dictionary that already exists on your system and so displays the following message:
`Before the Initial Package can be imported, the contents of the dictionary "…" must be cleared. Clear the contents of dictionary "…" now?`

3.   Click No to prevent the contents of the dictionary being cleared. TermStar will then cancel the import process without further indication.

    Click Yes to clear the contents of the dictionary. TermStar will then clear the contents of the dictionary and automatically continue with the import process. TermStar displays the following message when the import process is completed:
`Completed successfully.`

4.   Close the window by clicking **OK**.

Input verification errors
You may receive messages about input verification errors during the import process.
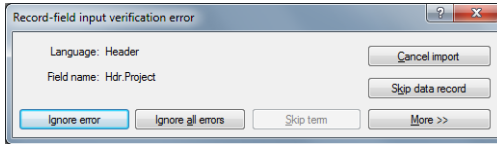
You can ignore them if you wish. To do so, click Ignore all errors.

More details are provided in the » TermStar User's Guide in Section *"Creating Input Verification Rules"*.

Cancelling the import
If you cancel the import, the local dictionary will still contain all the data that has been imported up to the point at which the import is cancelled. The local dictionary will <u>not</u> be fully synchronised with the centrally managed dictionary. You will not be able to import an update package into that dictionary.

CANCELLING IMPORT OF AN INITIAL PACKAGE

If you have cancelled the import of an initial package or if it was cancelled for technical reasons, the integrity of the data will have been lost.

We strongly recommend that you delete the dictionary.

Re-import the initial package.

Viewing information about the indirect WebTerm Download status

In TermStar you can check which dictionaries have been imported using indirect WebTerm Download and what their version status is. This can be useful if, for example, you are not sure whether an update package is suitable for the current status of your TermStar dictionary.

1. In the resource bar, select **Dictionaries | WebTerm | Indirect WebTerm Download - Current status**.
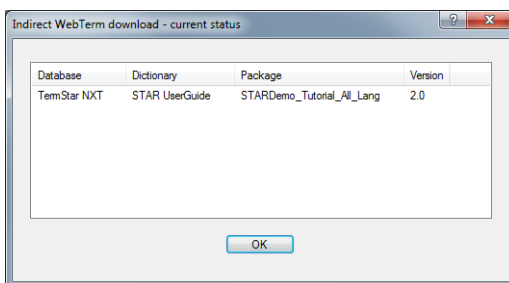
TermStar shows the following information:

-   **Database**: Name of the local database
-   **Dictionary**: Name of the local dictionary into which download packages have been imported
-   **Package**: Package ID
-   Version: Current version number

2. To close the window, click OK.

If you have cancelled the import of an initial package, the dictionary concerned is not shown in this window.

Which packages can you import?

You can import initial packages regardless of the version status of your local TermStar dictionaries.

Which update packages you can import depends on which download packages are available to you and how up-to-date your local dictionary is (» Viewing information about the indirect WebTerm Download status, page 11).

Example You have established that your current status is as follows:

- Package: `STAR_UserGuide_DEU_CHS`
- Version: `3.0`

That means that you can import the following update packages:

- `STAR_UserGuide_DEU_CHS_U_3_2.zip`
- `STAR_UserGuide_DEU_CHS_U_3_4.zip`
- `STAR_UserGuide_DEU_CHS_U_3_7.zip`

Each of those update packages also contains the preceding update packages. Therefore, in order to obtain the most up-to-date version, it makes sense to import the latest package, `STAR_UserGuide_DEU_CHS_U_3_7.zip`.

You can <u>not</u> import the following update packages:

- `Glossary_U_3_22.zip`

  You have not previously imported a package with this ID. You must first import the corresponding initial package with the ID `Glossary` and the version number `3.0`.

- `STAR_UserGuide_DEU_CHS_U_4_2.zip`

  In order to be able to import a version `U_4_x` update package, you first require the current initial package or a "cumulative" update package for this dictionary.

- `STAR_UserGuide_DEU_CHS_U_4_0.zip`

  This is a cumulative update package. It is recognisable as such by its version number `U_4_0` (i.e. by the letter `U` and the number `0`).

  With this update package, you can update from version 3.x to version 4.0. By doing so, you can bypass importing the current initial package.

  The WebTerm administrator decides whether or not to make cumulative update packages available to you.

How to import an update package

1. In TermStar, select In the resource bar, select **Dictionaries | WebTerm | Indirect WebTerm Download - Import**.

   TermStar displays the window from which you can select the ZIP file.

2. Select the ZIP file that contains the update package and click Open.

   – Once you have selected a suitable update package, TermStar starts importing the download package. While doing so, TermStar displays the **Import** window with the progress bar.

     TermStar displays the following message when the import process is completed:
     `Completed successfully.`

   – If you select an update package that is not suitable for the status of your local dictionaries, TermStar displays an error message. Read the error message carefully. It will contain information on the version of the update package and the version status of your local dictionaries. TermStar will not import the update package.

3. Close the window by clicking **OK**.

Input verification errors

Input verification errors can also occur when importing update packages (» Input verification errors, page 10). TermStar will display an appropriate message.

You can ignore such errors if you wish. To do so, click Ignore all errors.

Cancelling the import

If you cancel the import, the local dictionary will still contain all the additional data that has been imported up to the point at which the import is cancelled. The local dictionary will <u>not</u> be fully synchronised with the centrally managed dictionary and some data records may be incomplete.

> **CANCELLING IMPORT OF AN UPDATE PACKAGE**
>
> If you have cancelled the import of an update package or if it was cancelled for technical reasons, the integrity of the data will have been lost.
>
> We strongly recommend that you delete the dictionary.
>
> Import an initial package and the update package into a different dictionary.

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