

Appendix E International Word Lists

Portuguese

1	Acerca de				
2	tecla de acesso	53	seleccionar	109	caixa de listagem
3	acessibilidade	54	ancorar	110	vista da lista (controlo)
4	ponto de controlo de acção	55	documento	111	ligação manual
5	activo(s)/a(s)		duplo clique, fazer duplo clique (sobre)	112	Maximizar
6	extremidade activa	57	arrastar	113	botão Maximizar
7	objecto activo	58	arrastar e largar	114	menu
8	janela activa	59	caixa de combinação pendente	115	barra de menus
9	ornamento	60	caixa de listagem pendente	116	botão de menu
10	Sempre Visível	61	menu pendente	117	item de menu
11	ponto de fixação	62	Editar	118	título do menu
12	Aplicar	63	menu Editar	119	caixa da mensagem
13	saída automática	64	elipse (if graphic object), reticências (if punctuation)	120	Minimizar
14	repetição automática	65	objecto incorporado	121	botão Minimizar
15	ligação automática	66	Sair	122	valor misto
16	rolamento automático	67	expandir (um destaque)	123	modal
17	Retroceder	68	Explorar	124	modo
18		69	selecção alargada	125	sem modo
19		70	caixa de listagem de selecção	126	tecla modificadora
20			alargada	127	rato
21	Procurar	71	ficheiro	128	Mover
22	Cancelar	72	menu Ficheiro	129	Mover Aqui
23	menu em cascata	73	Localizar	130	interface de múltiplos documentos (MDI, multiple document interface)
24	caixa de verificação	74	Localizar Seguinte	131	caixa de listagem de selecção múltipla
25	marca de verificação	75	Localizar	132	O Meu Computador (ícone)
26	janela filha	76	pasta	133	Redondezas na Rede (ícone)
27	seleccionar	77	tipo de letra	134	Novo
28	clique, fazer clique (sobre)	78	tamanho do tipo de letra	135	Seguinte
29	Área de Transferência	79	estilo do tipo de letra	136	objecto
30	Fechar	80	tecla de função	137	OK
31	botão Fechar	83	caixa de grupo	138	OLE (ligação e incorporação de objectos)
32	fechar (destaque)	84	ponto de controlo	139	arrastar e largar OLE
33	título de coluna (controlo)	85	Ajuda	140	objecto incorporado por OLE
34	caixa de combinação	86	menu Ajuda	141	objecto ligado por OLE
35	botão de comando	87	Ocultar	142	arrastar e largar OLE não predefinido
36	recipiente, depósito	88	selecção hierárquica	143	Abrir
37	ajuda contextual	89	manter premido(s)/a(s)	144	Abrir Com
38	contextual	90	ponto interactivo	145	botão de opção
39	controlo	91	área interactiva	146	conjunto de opções
40	Copiar	92	ícone	147	conjunto de programas
41	Copiar Aqui	93	inactivo(s)/a(s)	148	Configurar Página
42	Criar Atalho	94	janela inactiva	149	janela da paleta
43	Criar Atalho Aqui	97	foco de introdução	150	painel
44	Cortar	98	menu Inserir	151	janela mãe
45	predefinir; predefinido; predefinição; predefinições	99	Inserir Objecto	152	palavra-passe
46	botão predefinido	100	ponto de inserção	153	Colar
47	Eliminar	101	itálico	154	Colar Ligação
48	ambiente de trabalho	102	etiqueta/nome	155	Colar Atalho
49	destino	103	horizontal	156	Colar Especial
50	caixa de diálogo	106	ligação	157	caminho
51	incapacidade	107	ligar		
52	selecção descontínua (n.),	108	Ligar Aqui		

Portuguese

158	Pausa/Interromper	191	Continuar	225	botão Iniciar
159		192	Repetir/Tentar de Novo	226	pasta de Arranque
160	Reproduzir	193	caixa de texto melhorado	227	barra de estado
161	Plug and Play	194	Executar	228	Parar
162	ponto	195	Guardar	229	controlo de tabulação
163	ponteiro	196	Guardar Como	230	
164	menu de sobreposição	197	rolar	231	barra de tarefas
165	janela de sobreposição	198	seta de deslocamento	232	Ajuda relacionada com a tarefa
166	vertical	199	barra de deslocamento	233	modelo
167	premir (uma tecla)	200	caixa de deslocamento	234	caixa de texto
168	premir (e manter premido um botão do rato)	201	janela secundária	235	barra de título
169	recipiente principal	202	seleccionar	236	texto do título
170	janela principal	203	Seleccionar Tudo	237	tecla de comutação
171	Imprimir	204	selecção	238	barra de ferramentas
172	impressora	205	ponto de controlo de selecção	239	descrição
173	indicador de progresso (controlo)	206	Enviar Para	240	controlo da vista da árvore
174	projecto	207	separador	241	tipo (n.)
175	Propriedades	208	Definições	242	escrever (v.)
176	inspector de propriedades	209	Configurar	243	indisponível
177	página de propriedades	210	atalho	244	Anular
178	folha de propriedades	211	botão de atalho	245	Desinstalar
179	controlo de folha de propriedades	212	ícone de atalho	246	menu Ver
180	Apresentação	213	tecla de atalho	247	edição visual
181	Só de Leitura	214	controlo de teclas de atalho	248	controlo de propriedades gráficas
182		215	Mostrar	249	O Que É Isto?
183	Reciclagem (ícone)	216	Encerrar	250	janela
184	Repetir	217	caixa de listagem de selecção única	251	menu Janela
185	selecção de grupo	218	Dimensionar (v.), Tamanho (n.)	252	Explorador do Windows
186	registo	219	controlo de dimensionamento	253	assistente
187	Repetir	220	controlo de escala	254	(o) livro
188	Substituir	221	caixa de controlo rotativo	255	grupo de trabalho
189	Restaurar	222	Dividir	256	área de trabalho
190	botão Restaurar	223	barra de divisão	257	Sim
		224	caixa de divisão		

Appendix E International Word Lists

Portuguese – Brazil

1	Sobre	52	seleção descontínua (n.), descontinuar seleção (v.)	103	rótulo
2	tecla de acesso			104	paisagem
3	acessibilidade	53	encaixar	105	
4	alças de manipulação	54	documento	106	vínculo (n.)
5	ativo(a)	55	clicar duas vezes	107	vincular (v.)
6	fim ativo	56		108	Vincular Aqui
7	objeto ativo	57	arrastar	109	caixa de listagem
8	janela ativa	58	arrastar-e-soltar	110	modo de lista (controle)
9	controle de opções gráficas	59	caixa de combinação suspensa	111	vínculo manual
10	Sempre Visível	60	caixa de listagem suspensa	112	Maximizar
11	ponto de âncora	61	menu suspenso	113	botão Maximizar
12	Aplicar	62	Editar	114	menu
13	saída automática (n.), sair automaticamente (v.)	63	Menu Editar	115	barra de menu
14	repetição automática (n.), repetir automaticamente (v.)	64	reticências	116	botão de menu
15	vínculo automático	65	objeto incorporado	117	item de menu
16	rolagem automática	66	Sair	118	título de menu
17	Voltar	67	expandir (tópicos)	119	caixa de mensagem
18		68	Explorar	120	Minimizar
19		69	seleção estendida	121	botão Minimizar
20		70	caixa de listagem de seleção estendida	122	valor misto
21	Procurar	71	arquivo	123	modal
22	Cancelar	72	Menu Arquivo	124	modo
23	menu em cascata	73	Localizar	125	sem modo
24	caixa de verificação	74	Localizar Próxima	126	tecla de modificação
25	marca de verificação	75	Localizar	127	mouse
26	janela filho	76	pasta	128	Mover
27	escolher	77	fonte	129	Mover Aqui
28	clicar	78	tamanho da fonte	130	interface de múltiplos documentos (MDI)
29	Área de Transferência	79	estilo da fonte	131	caixa de listagem de seleção múltipla
30	Fechar	80	tecla de função	132	Meu Computador (ícone)
31	botão Fechar	81		133	Ambiente de Rede (ícone)
32	ocultar (tópicos)	82		134	Novo
33	cabeçalho da coluna (controle)	83	caixa de grupo	135	Avançar
34	caixa de combinação	84	alças	136	objeto
35	botão de comando	85	Ajuda	137	OK
36	recipiente	86	Menu Ajuda	138	OLE
37	Ajuda relacionada ao contexto	87	Ocultar	139	arrastar-e-soltar OLE
38	relacionado(a) ao contexto	88	seleção hierárquica	140	objeto incorporado OLE
39	controle	89	manter pressionado(a)	141	objeto vinculado OLE
40	Copiar	90	ponto interativo	142	arrastar-e-soltar OLE não padrão
41	Copiar Aqui	91	área interativa	143	Abrir
42	Criar Atalho	92	ícone	144	Abrir Com
43	Criar Atalho Aqui	93	inativo(a)	145	botão de opção
44	Recortar	94	janela inativa	146	conjunto de opções
45	padrão	95		147	pacote
46	botão padrão	96		148	Configurar Página
47	Excluir	97	foco de entrada	149	janela de paleta
48	área de trabalho	98	Menu Inserir	150	painel
49	destino	99	Inserir Objeto	151	janela pai
50	caixa de diálogo	100	ponto de inserção	152	senha
51	incapacidade	101	itálico		
		102	according to context: nome, etiqueta,		

Portuguese – Brazil

153	Colar	188	Substituir	224	caixa de divisão
154	Colar Vínculo	189	Restaurar	225	botão Iniciar
155	Colar Atalho	190	botão Restaurar	226	pasta Iniciar
156	Colar Especial	191	Continuar	227	barra de status
157	caminho	192	Repetir	228	Parar
158	Pausa	193	caixa de rich-text	229	controle de tabulação (if it refers to tabul.), controle de guias (if it refers to 'tabs' in a dial. box)
159		194	Executar	230	
160	Reproduzir; Jogar	195	Salvar	231	barra de tarefas
161	Plug and Play	196	Salvar Como	232	Ajuda relacionada à tarefa
162	ponto	197	rolar	233	modelo
163	ponteiro	198	seta de rolagem	234	caixa de texto
164	menu pop-up	199	barra de rolagem	235	barra de título
165	janela pop-up	200	caixa de rolagem	236	texto do título
166	retrato	201	janela secundária	237	tecla de alternância
167	pressione (uma tecla)	202	selecionar	238	barra de ferramentas
168	pressione (e mantenha pressionado o botão do mouse)	203	Selecionar Tudo	239	descrição de ferramenta
169	recipiente primário	204	seleção	240	modo de árvore (controle)
170	janela primária	205	alças de seleção	241	tipo
171	Imprimir	206	Enviar Para	242	digitar
172	impressora	207	separador	243	não disponível
173	indicador de progresso (controle)	208	Configurações	244	Desfazer
174	projeto	209	Programa de Instalação	245	Desinstalar
175	Propriedades	210	atalho	246	Menu Exibir
176	inspetor de propriedades	211	botão de atalho	247	edição visual
177	página de propriedades	212	ícone de atalho	248	controle de entalhe
178	folha de propriedades	213	tecla de atalho	249	O Que É Isto?
179	controle da folha de propriedades	214	controle de tecla de atalho	250	janela
180	Visualização Rápida	215	Mostrar	251	Menu Janela
181	somente leitura	216	Desligar	252	Windows Explorer
182		217	caixa de listagem de seleção única	253	assistente
183	Lixeira (ícone)	218	Tamanho	254	pasta de trabalho
184	Refazer	219	alças de dimensionamento	255	grupo de trabalho
185	seleção de região	220	controle deslizante	256	área de trabalho
186	registro	221	caixa de rotação	257	Sim
187	Repetir	222	Divisão (n.), Dividir (v.)		
		223	barra de divisão		

Appendix E International Word Lists

Russian

1	О программе	46	основная кнопка	87	Скрыть
2	клавиша доступа	47	Удалить	88	Иерархическое выделение
3	доступность; легкость использования	48	рабочий стол	89	удерживать
4	ручка	49	место назначения, получатель	90	острие
5	активный	50	диалоговое окно	91	область взаимодействия
6	активный край	51	физический недостаток	92	значок
7	активный объект	52	несвязное выделение	93	неактивный
8	активное окно	53	закрепить; пристыковать	94	неактивное окно
9	элемент оформления	54	документ	95	
10	Поверх остальных[окон]	55	(v.) дважды щелкнуть; дважды нажать кнопку мыши; (п.) двойной щелчок; двойное нажатие кнопки мыши	96	
11	начало выделения			97	фокус ввода
12	Применить			98	Вставка
13	автопереход; поле с автоматическим переходом	56	1) перетащить (объект); 2) протаскать (указатель по списку, тексту и т.п.; линию); 3) выделить (фрагмент текста, элементы списка, объекты и т.п.); 4) переместить указатель при нажатой кнопке мыши (если ни одно из предыдущих выражений не подходит)	99	Вставить объект
14	самоповторяющийся (событие и т.п.)	57		100	курсор
15	автоматически обновляемая связь			101	наклонное (начертание); курсивное
16	автопрокрутка			102	наклейка; подпись
17	Назад			103	альбомная
18				104	
19				105	связь
20		58	перетащить [с помощью мыши]	106	связать
21	Обзор (кнопка); обзор, просмотр	59	поле с раскрывающимся списком	107	Связать здесь
22	Отмена (кнопка)	60	раскрывающийся список	108	список
23	Отменить (команда)	61	меню; раскрывающееся меню	109	список
24	подменю	62	править, изменять	110	связь, обновляемая вручную
25	флажок	63	Правка	111	Развернуть
26	отметка; галочка	64	многоточие	112	кнопка развертывания окна
27	дочернее окно	65	встроенный объект	113	меню
28	выбрать	66	Выход	114	строка меню
	(v.) щелкнуть; нажать кнопку мыши; выбрать с помощью мыши; (п.) щелчок; нажатие кнопки мыши	67	развернуть (иерархию, структуру)	115	кнопка раскрытия меню
29	Буфер обмена	68	Просмотр	116	пункт меню
30	Заккрыть	69	расширенное выделение	117	заглавие меню
31	Кнопка закрытия окна	70	список с расширенным выделением	118	окно сообщения
32	свернуть (структуру)	71	файл	119	Свернуть
33	заголовок столбца	72	Документ; Файл	120	Кнопка свертывания [окна]
34	поле со списком	73	Найти	121	смешанное (состояние элемента интерфейса)
35	кнопка	74	Поиск далее	122	модальный
36	[объект]-контейнер	75	Образец	123	режим
37	контекстная справка	76	папка	124	немодальный
38	контекстный	77	шрифт	125	преобразующая клавиша
39	элемент управления	78	размер шрифта	126	мышь
40	Копировать	79	начертание	127	Переместить
41	Копировать сюда	80	функциональная клавиша	128	Переместить сюда
42	Создать ярлык	81		129	многодокументная среда (MDI)
43	Создать ярлык здесь	82		130	список с множественным выбором
44	Вырезать	83	рамка группы, группа	131	Мой компьютер
45	используемый по умолчанию; предустановленный	84	ручка	132	Сетевая окрестность
		85	Справка	133	Создать
		86	?	134	Далее (Next/Back) Следующий (Next/Previous)
				135	объект
				136	

Russian

137	ОК (русские буквы)	178	окно свойств	216	Показать
138	OLE	179	элемент управления из	216	Завершение работы
139	OLE-перетаскивание		таблицы свойств	217	простой список
140	внедренный OLE-объект	180	Быстрый просмотр	218	Размер
141	связанный OLE-объект	181	только для чтения, только	219	ручка размера
142	условное OLE-перетаскивание		чтение (флажок)	220	ползунок
143	Открыть	182		221	счетчик
144	Открыть с помощью	183	Корзина	222	Разбить
145	переключатель	184	Вернуть	223	линия разбивки
146	параметр установлен	185	охват	224	вешка разбивки
147	сверток	186	[системный] реестр	225	кнопка Пуск
148	Макет страницы	187	Повторить	226	Загружаемые при запуске;
149	окно палитры	188	Заменить		Автозапуск
150	область (окна)	189	Восстановить	227	строка состояния
151	родительское окно	190	Кнопка восстановления	228	Останов, Остановить, Стоп
152	пароль		размеров окна	229	ярлычок
153	Вставить	191	Продолжить	230	
154	Вставить связь	192	Повтор (кнопка); повторить	231	панель задач
155	Вставить ярлык	193	форматируемое поле	232	справка по задачам
156	Специальная вставка	194	Выполнить	233	шаблон
157	путь	195	Сохранить	234	поле
158	Пауза	196	Сохранить как	235	заголовок окна
159		197	прокручивать	236	текст заголовка
160	Воспроизведение	198	кнопка прокрутки	237	переключатель; клавиша-
161	[самонастраиваемое]	199	полоса прокрутки		переключатель
	устройство (Plug and Play)	200	бегунок	238	панель инструментов
162	указать на; подвести указатель	201	вспомогательное окно	239	всплывающая подсказка
	к; установить указатель на	202	выбрать; выделить	240	средство просмотра дерева
163	указатель	203	Выделить все	241	тип
164	всплывающее меню	204	выделение; выделенные	242	вводить
165	всплывающее окно		объекты	243	недоступный
166	книжная (ориентация)	205	ручка выделения	244	Отменить
167	нажать (клавишу)	206	Отправить	245	Удалить
168	нажать и удерживать кнопку	207	разделитель	246	Вид
	мышь	208	Настройка	247	правка на месте
169	главный контейнер	209	Установка	248	клетка
170	главное окно	210	ярлык	249	Что это такое?
171	Печать	211	кнопка действия	250	окно
172	принтер	212	значок ярлыка, ярлык	251	Окно
173	индикатор выполнения,	213	быстрая клавиша; сочетание	252	Проводник
	показатель выполнения		клавиш; клавиши быстрого	253	мастер
174	проект		вызова	254	рабочая книга
175	Свойства	214	поле определения сочетания	255	рабочая группа
176	инспектор свойств объекта		клавиш	256	рабочее пространство
177	карточка свойств	215	Вывести; Отобразить	257	Да

Appendix E International Word Lists

Slovenian

1	Vizitka	53	združitev	105	
2	tipka za dostop	54	dokument	106	povezava
3	Pripomočki za invalide	55	dvoklik	107	povezati
4	oprimek dejanja	56		108	Poveži sem
5	aktivno	57	povleči	109	okence seznama
6	aktivni konec	58	povleči in spustiti	110	seznamski pogled (krnilo)
7	aktivni predmet	59	spustni kombinirani seznam	111	ročna povezava
8	aktivno okno	60	okence za spustni seznam	112	Maksimiraj
9	prirobnik	61	spustni meni	113	gumb Maksimiraj
10	Vedno na vrhu	62	Uredi	114	meni
11	sidrišče	63	meni Uredi	115	menijska vrstica
12	Uporabi	64	tri pike	116	menijski gumb
13	samodejni izhod	65	vdelani predmet	117	menijski element
14	samodejna ponovitev	66	Izhod	118	naslov menija
15	samodejna povezava	67	razširiti (oris)	119	sporočilno okno
16	samodejno drsenje (samodrsenje)	68	Raziskuj	120	Minimiraj
17	Nazaj	69	razširjeni izbor	121	gumb Minimiraj
18		70	okence seznama za razširjeni izbor	122	neenotno
19		71	datoteka	123	načinovno
20		72	meni Datoteka	124	način
21	Prebrskaj	73	Najdi	125	breznačinovno
22	Prekliči	74	Nadaljuj iskanje	126	modifikacijska tipka
23	stopničasti meni	75	Najdi (Kaj)	127	miška
24	potrditveno polje	76	mapa	128	Premakni
25	potrditveni znak	77	pisava	129	Premakni sem
26	podrejeno okno	78	velikost pisave	130	večdokumentni vmesnik (MDI)
27	izbrati	79	slog pisave	131	okence seznama za večkratni izbor
28	klikniti	80	funkcijska tipka	132	Moj računalnik (ikona)
29	odložišče	81		133	Omrežna sosesčina (ikona)
30	Zapri	82		134	Novi
31	gumb Zapri	83	okvirček skupine	135	Naslednji / Naprej
32	strniti (oris)	84	oprimek	136	predmet
33	naslov stolpca (krnilo)	85	Pomoč	137	V redu
34	kombinirani seznam	86	meni Pomoč	138	OLE
35	ukazni gumb	87	Skrij	139	OLE povleci in spusti
36	vsebnik	88	hierarhični izbor	140	OLE vdelan predmet
37	pomensko občutljiva pomoč	89	zadržati	141	OLE povezan predmet
38	pomensko skladno	90	občutljiva točka	142	OLE neprizveto povleci in spusti
39	krnilo	91	občutljivo področje	143	Odpri
40	Kopiraj	92	ikona	144	Odpri z
41	Kopiraj sem	93	neaktivno	145	izbirni gumb
42	Ustvari bližnjico	94	neaktivno okno	146	možnost je izbrana
43	Ustvari bližnjico tu	95		147	paket
44	Izreži	96		148	Priprava strani
45	privzeto	97	vnosno žarišče	149	paletno okno
46	privzeti gumb	98	meni Vstavi	150	podokno
47	Izbrisi	99	Vstavi predmet	151	nadrejeno okno
48	namizje	100	mesto vstavljanja	152	geslo
49	cilj	101	ležeče (pisava)	153	Prilepi
50	pogovorno okno	102	oznaka	154	Prilepi s povezavo
51	telesna okvara	103	ležeče (format)	155	Prilepi bližnjico
52	nepovezani izbor	104		156	Posebno lepljenje

Slovenian

157	pot	191	Nadaljuj	225	gumb Start
158	Premor / Začasna prekinitiv	192	Poskusi znova	226	Mapa - Zagon
159		193	vnosno polje za obogateno besedilo	227	statusna vrstica
160	Predvajaj	194	Poženi	228	Ustavi
161	Plug and Play	195	Shrani	229	jeziček
162	pokazati	196	Shrani kot	230	
163	kazalec	197	drseti	231	opravilna vrstica
164	pojavní meni	198	drsna puščica	232	opravilno usmerjena pomoč
165	pojavnó okno	199	drsni trak	233	predloga
166	pokončno	200	drsnik	234	vnosno polje
167	pritisniti (tipko)	201	dodatno okno	235	naslovna vrstica
168	pritisniti (in zadržati miškino tipko)	202	izbrati	236	besedilo naslova
169	osnovni vsebnik	203	Izberi vse	237	preklopna tipka
170	osnovno okno	204	izbor	238	orodna vrstica
171	Tiskaj	205	izbirni oprimek	239	opis orodja
172	tiskalnik	206	Pošlji	240	krmilo za drevesni pogled
173	kazalnik poteka (krmilo)	207	ločilo	241	vrsta
174	projicirati	208	Nastavitve	242	natipkati
175	Lastnosti	209	Priprava	243	ni na voljo
176	prikaz lastnosti	210	bližnjica	244	Razveljavi
177	stran z lastnostmi	211	gumb bližnjice	245	Odstrani
178	okno z lastnostmi	212	ikona bližnjice	246	meni Pogled
179	krmilo v oknu z lastnostmi	213	tipka bližnjice	247	neposredno urejanje
180	Hitri vpogled	214	krmilo za tipko bližnjice	248	krmilo za grafično izbiro
181	samo za branje	215	Pokaži	249	Kaj je to?
182		216	Zaustavitev sistema	250	okno
183	Koš (ikona)	217	okence seznama za enojno izbiro	251	meni Okno
184	Uveljavi	218	Velikost	252	Raziskovalec
185	izbira področja	219	velikostni oprimek	253	čarovnik
186	register	220	drsna letev	254	delovni zvezek
187	Ponovi	221	vrtilno polje	255	delovna skupina
188	Zamenjaj	222	Razdeli	256	delovni prostor
189	Obnovi	223	delilna črta	257	Da
190	gumb Obnovi	224	okenski delilnik		

Appendix E International Word Lists

Spanish

1	Acerca de	54	documento	106	vínculo (n.)
2	tecla de acceso	55	hacer doble clic	107	vincular (v.)
3	accesibilidad	56	puntear dos veces	108	Vincular aquí
4	controlador de acciones	57	arrastrar	109	cuadro de lista
5	activo	58	arrastrar y colocar	110	presentación de iconos or "ver lista" depending on context.
6	fin de la selección activa	59	cuadro combinado desplegable	111	vínculo manual
7	objeto activo	60	cuadro de lista desplegable	112	Maximizar
8	ventana activa	61	menú desplegable	113	botón de maximizar
9	opción gráfica	62	Edición	114	menú
10	Siempre visible	63	menú Edición	115	barra de menús
11	inicio de la selección activa	64	puntos suspensivos	116	botón de menú
12	Aplicar	65	objeto incrustado	117	elemento de menú
13	salida automática	66	Salir	118	título de menú
14	repetición automática	67	expandir (un esquema)	119	cuadro de mensaje
15	vínculo automático	68	Explorar	120	Minimizar
16	desplazamiento automático	69	selección extendida	121	botón de minimizar
17	Atrás	70	cuadro de lista de selección extendida	122	valores mezclados
18	botón del lápiz	71	archivo	123	modal
19	puntear con el botón presionado	72	menú Archivo	124	modo
20	edición en casilla (control)	73	Buscar	125	sin modo
21	Examinar	74	Buscar siguiente	126	tecla modificadora
22	Cancelar	75	Buscar	127	mouse
23	menú en cascada	76	carpeta	128	Mover
24	casilla de verificación	77	fuente	129	Mover aquí
25	marca de verificación	78	tamaño de fuente	130	interfaz de documentos múltiples (MDI)
26	ventana secundaria	79	estilo de fuente	131	cuadro de lista de selección múltiple
27	elegir	80	tecla de función	132	Mi PC (icono)
28	hacer clic	81	signo	133	Entorno de red (icono)
29	Portapapeles	82	símbolo gráfico	134	Nuevo
30	Cerrar	83	cuadro de grupo	135	Siguiente
31	botón "Cerrar"	84	controlar (v.) controlador (n.)	136	objeto
32	contraer (esquema)	85	Ayuda	137	Aceptar
33	encabezado de columna (control)	86	menú Ayuda	138	OLE
34	cuadro combinado	87	Ocultar	139	Arrastrar y colocar de OLE
35	botón de comando	88	selección jerárquica	140	Objeto incrustado de OLE
36	contenedor	89	mantener presionado	141	Objeto vinculado de OLE
37	ayuda interactiva	90	punto interactivo	142	Arrastrar y colocar no predeterminado de OLE
38	contextual	91	zona interactiva	143	Abrir
39	control	92	icono	144	Abrir con
40	Copiar	93	inactivo	145	botón de opción
41	Copiar aquí	94	ventana inactiva	146	opción establecida
42	Crear acceso directo	95	trazo	147	paquete
43	Crear acceso directo aquí	96	editor de trazos	148	Preparar página
44	Cortar	97	zona de entrada [de datos]	149	ventana de paleta
45	predeterminado	98	menú Insertar	150	panel
46	botón predeterminado	99	Insertar objeto	151	ventana principal
47	Eliminar	100	punto de inserción	152	contraseña
48	escritorio	101	cursiva	153	Pegar
49	destino	102	etiqueta	154	Pegar vínculo
50	cuadro de diálogo	103	horizontal	155	Pegar acceso directo
51	Discapacidades	104	punteo en la selección		
52	selección disjunta	105	lente (control)		
53	acoplar				

Spanish

156	Pegado especial	191	Reanudar	224	cuadro de división
157	ruta de acceso	192	Reintentar	225	botón "Inicio"
158	Pausa	193	cuadro de texto enriquecido	226	carpeta Inicio
159	lápiz	194	Ejecutar	227	barra de estado
160	Reproducir	195	Guardar	228	Detener
161	Plug and Play	196	Guardar como	229	control de fichas
162	señalar(v.) punto (n.)	197	desplazar	230	puntear
163	puntero	198	flecha de desplazamiento	231	barra de tareas
164	menú emergente	199	barra de desplazamiento	232	Ayuda relativa a la tarea
165	ventana emergente	200	cuadro de desplazamiento	233	plantilla
166	vertical	201	ventana secundaria	234	cuadro de texto
167	presionar (una tecla)	202	seleccionar	235	barra de título
168	presionar (y mantener presionado un botón del mouse)	203	Seleccionar todo	236	texto de título
169	contenedor primario	204	selección	237	tecla para alternar
170	ventana principal	205	controlador de selección	238	barra de herramientas
171	Imprimir	206	Enviar a	239	sugerencias
172	impresora	207	separador	240	control de visión en árbol
173	indicador de progreso (control)	208	Configuración	241	tipo (n.)
174	proyecto	209	Instalar for an application or Configurar for a device already installed	242	escribir (v.)
175	Propiedades			243	no disponible
176	monitor de propiedades	210	acceso directo	244	Deshacer
177	página de propiedades	211	botón de acceso directo	245	Desinstalar
178	hoja de propiedades	212	icono de acceso directo	246	menú Ver
179	control de la hoja de propiedades	213	tecla de método abreviado	247	edición visual
180	Vista rápida	214	control de la tecla de método abreviado	248	control de opciones gráficas
181	sólo lectura			249	¿Qué es esto?
182	reconocimiento	215	Mostrar	250	ventana
183	Papelera de reciclaje (icono)	216	Apagar el sistema	251	menú Ventana
184	Rehacer	217	cuadro de lista de selección simple	252	Explorador de Windows
185	selección de área	218	Tamaño	253	asistente
186	Registro de configuraciones	219	ajuste de tamaño	254	libro [de trabajo]
187	Repetir	220	control deslizable	255	grupo de trabajo
188	Reemplazar	221	cuadro selector	256	área de trabajo
189	Restaurar	222	Dividir	257	Sí
190	botón "Restaurar"	223	barra de división		

Appendix E International Word Lists

Swedish

1	Om	53	docka	106	länk
2	snabbtangent	54	dokument	107	länka
3	Hjälpmedel (ikonen Accessibility)/tillgänglighet	55	dubbeklicka på	108	Länka hit
4	funktionshandtag	56		109	lustruta
5	aktiv	57	dra	110	listvy
6	aktiv slutpunkt	58	dra och släpp	111	manuell länk
7	aktivt objekt	59	nedrullningsbar kombinationsruta	112	Maximera
8	aktivt fönster	60	nedrullningsbar listruta	113	maximeringsknapp
9	fönsterfält	61	nedrullningsbar meny	114	meny
10	Alltid överst	62	Redigera	115	menyrad
11	startpunkt	63	Redigera-meny	116	menyknapp
12	Verkställ	64	punkter	117	menyobjekt
13	flytta automatiskt	65	inbäddat objekt	118	menytitel
14	upprepa automatiskt	66	Avsluta	119	meddelanderuta
15	automatisk länk	67	expandera	120	Minimera
16	automatisk rullning	68	Utforska	121	minimeringsknapp
17	Föregående	69	utökad markering	122	blandvärde
18		70	lustruta för utökad markering	123	modal
19		71	fil	124	läge
20		72	Arkiv-meny	125	icke-modal
21	Bläddra	73	Sök	126	ändringstangent
22	Avbryt	74	Sök nästa	127	mus
23	undermeny	75	Sök efter	128	Flytta
24	kryssruta	76	mapp	129	Flytta hit
25	markering	77	teckensnitt	130	multiple document interface (MDI)
26	underfönster	78	teckenstorlek	131	lustruta för multipel markering
27	välj	79	teckenstil	132	Den här datorn
28	klicka	80	funktionsstangent	133	Nätverket
29	Urklipp	81		134	Ny/nytt
30	Stäng	82		135	Nästa
31	stängningsknapp	83	gruppruta	136	objekt
32	komprimera	84	handtag	137	OK
33	kolumnrubrik	85	Hjälp	138	OLE
34	kombinationsruta	86	Hjälp-meny	139	dra och släpp (OLE)
35	kommandoknapp	87	Dölj	140	inbäddat objekt (OLE)
36	behållare	88	hierarkisk markering	141	länkat objekt (OLE)
37	sammanhangsberoende hjälp	89	hålla ned	142	utökat dra och släpp (OLE)
38	sammanhangsberoende	90	aktiv punkt	143	Öppna
39	kontroll	91	aktiveringszon	144	Öppna med
40	Kopiera	92	ikon	145	alternativknapp
41	Kopiera hit	93	inaktiv	146	valt alternativ
42	Skapa genväg	94	inaktivt fönster	147	paket
43	Skapa genväg här	95		148	Utskriftsformat
44	Klipp ut	96		149	palett-fönster
45	standard	97	inmatningsfokus	150	fönsterruta
46	standardknapp	98	Infoga-meny	151	moderfönster
47	Ta bort	99	Infoga objekt	152	lösenord
48	skrivbord	100	insättningspunkt	153	Klistra in
49	mål	101	kursiv	154	Klistra in länk
50	dialogruta	102	titel	155	Klistra in genväg
51	oförmåga	103	liggande	156	Klistra in special
52	osammanhängande markering	104		157	sökväg
		105		158	Paus

Swedish

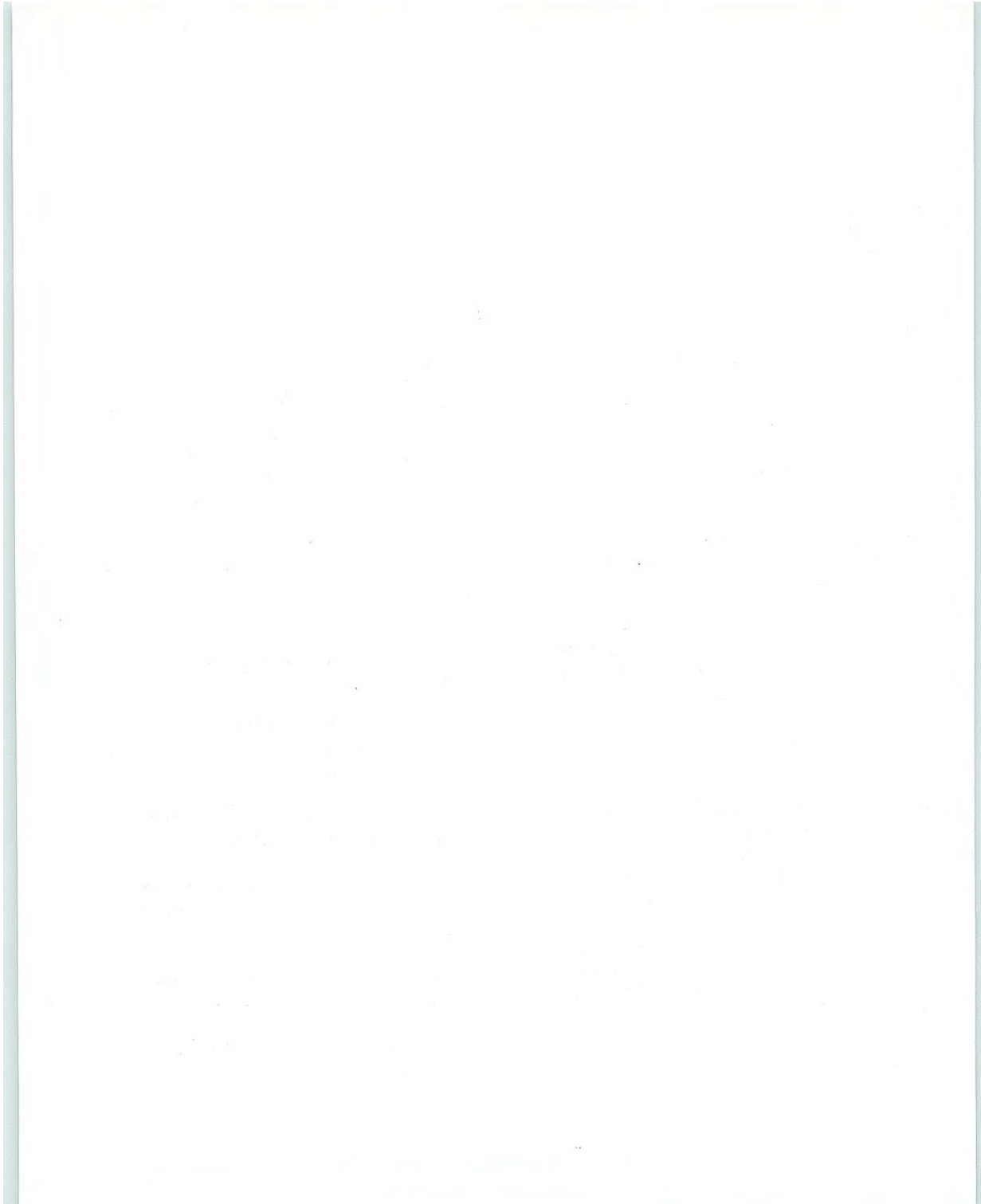
159		193	rich text-ruta	226	mappen Autostart
160	Spela upp	194	Kör	227	statusfält
161	Plug and Play	195	Spara	228	Stanna
162	peka	196	Spara som	229	flik
163	pekare	197	rulla	230	
164	pop up-meny	198	rullningspil	231	Aktivitetsfältet
165	pop up-fönster	199	rullningslist	232	aktivitetsberoende hjälp
166	stående	200	rullningsruta	233	mall
167	tryck på	201	sekundärt fönster	234	textruta
168	håll ned	202	markera	235	namnlist
169	primär behållare	203	Markera allt	236	text i namnlist
170	primärt fönster	204	markering	237	växlingstangent
171	Skriv ut	205	markeringshandtag	238	verktygsfält
172	skrivare	206	Skicka till	239	funktionsbeskrivning
173	förloppsindikator	207	avgränsare	240	trädkontroll
174	projekt	208	Inställningar	241	typ
175	Egenskaper	209	Inställningar/ installationsprogram	242	skriva
176	egenskapsgranskare	210	genväg	243	ej tillgänglig
177	egenskapssida	211	genvägsknapp	244	Ängra
178	egenskapsförteckning	212	genvägsikon	245	Avinstallera
179	kontroll i egenskapsförteckning	213	kortkommando	246	Visa-meny
180	Snabbgranskning	214	kortkommandokontroll	247	direktredigering
181	skrivskydd	215	Visa	248	grafikkontroll
182		216	Avsluta	249	Förklaring
183	Papperskorgen	217	listruta för enkel markering	250	fönster
184	Gör om	218	Storlek/Ändra storlek	251	Fönster-meny
185	områdesmarkering	219	storleksgrepp	252	Utforskaren
186	Registret	220	skjutreglage	253	guide
187	Upprepa	221	rotationsruta	254	arbetsbok
188	Ersätt	222	Dela	255	arbetsgrupp
189	Återställ	223	delningslist	256	arbetsyta
190	knappen Återställ	224	delningsruta	257	Ja
191	Fortsätt	225	startknappen		
192	Försök igen				

Turkish

1	Hakkında	54	belge	107	bağla
2	erişim tuşu	55	çift tıklama	108	Buraya Bağla
3	erişilebilirlik	56		109	liste kutusu
4	eylem tutacağı	57	sürüklemek	110	liste görünümü (denetim)
5	etkin	58	sürükle ve bırak	111	el ile bağlantı
6	bitiş ucu	59	açılan bileşim kutusu	112	Ekranı Kapla
7	etkin nesne	60	açılan liste kutusu	113	ekranı kaplama düğmesi
8	etkin pencere	61	açılan menü	114	menü
9	takı	62	Düzenle	115	menü çubuğu
10	Devamlı Üstte	63	Düzen menüsü	116	menü düğmesi
11	başlangıç ucu	64	üç nokta	117	menü ögesi
12	Uygula	65	katılmış nesne	118	menü başlığı
13	otomatik çıkış	66	Çıkış	119	ileti kutusu
14	otomatik yineleme	67	(seviye) genişlet	120	Simgel Durumuna Küçült
15	otomatik bağlantı	68	Araştır	121	simge durumuna küçültme düğmesi
16	otomatik kaydırma	69	genişletilmiş seçim	122	karışık değer
17	Geri	70	genişletilmiş seçim listesi kutusu	123	kipsel
18		71	dosya	124	kip
19		72	Dosya menüsü	125	kipsiz
20		73	Bul	126	değiştirici tuş
21	Gözet	74	Sonrakini Bul	127	fare
22	İptal Et	75	Ne Bulunsun	128	Taşı
23	basamaklı menü	76	klasör	129	Buraya Taşı
24	onay kutusu	77	yazıtipi	130	Çoklu Belge Arabirimi
25	onay imi	78	yazıtipi boyutu	131	çoklu seçim listesi kutusu
26	alt pencere	79	yazıtipi biçemi	132	Bilgisayarım (simge)
27	seçmek	80	işlev tuşu	133	Ağ Komşuları (simge)
28	tıklamak	81		134	Yeni
29	Pano	82		135	Sonrakini
30	Kapat	83	grup kutusu	136	nesne
31	Kapat düğmesi	84	tutaç	137	Tamam
32	(seviye) daralt	85	Yardım	138	OLE
33	sütun başlığı	86	Yardım menüsü	139	OLE sürükle ve bırak
34	bileşim kutusu	87	Gizle	140	OLE katılmış nesne
35	komut düğmesi	88	sırasal seçim	141	OLE bağlanmış nesne
36	kap	89	basılı tutmak	142	OLE varsayılan dışı sürükleme ve bırakma
37	içeriğe duyarlı yardım	90	sıcak nokta	143	Aç
38	içeriksiz	91	sıcak bölge	144	Birlikte Aç
39	denetim	92	simge	145	seçenek düğmesi
40	Kopyala	93	etkin değil	146	seçim ayarı
41	Buraya Kopyala	94	etkin olmayan pencere	147	paket
42	Kısayol Yarat	95		148	Sayfa Yapısı
43	Burada Kısayol Yarat	96		149	palet penceresi
44	Kes	97	giriş odağı	150	yarı pencere
45	ön değer	98	Ekle menüsü	151	ana pencere
46	saptanan düğme	99	Nesne Ekle	152	parola
47	Sil	100	ekleme noktası	153	Yapıştır
48	masaüstü	101	italik	154	Bağlantı Yapıştır
49	hedef	102	etiket	155	Kısayol Yapıştır
50	iletişim kutusu	103	yatay	156	Özel Yapıştır
51	engellilik	104		157	yol
52	düzensiz seçim	105			
53	yapışık	106	bağlantı		

Turkish

158	Durakla	191	Devam Et	225	Başlat düğmesi
159		192	Yeniden Dene	226	Başlangıç klasörü
160	Çal	193	zengin metin kutusu	227	durum çubuğu
161	Tak ve Kullan	194	Çalıştır	228	Dur
162	yazatipi boyutu birimi (n.) / işaretleme (v.)	195	Kaydet	229	sekme denetimi
163	işaretçi	196	Farklı Kaydet	230	
164	açılır menü	197	kaydırmak	231	görev çubuğu
165	açılır pencere	198	kaydırma oku	232	göreve duyarlı Yardım
166	düşey	199	kaydırma çubuğu	233	şablon
167	basmak	200	kaydırma kutusu	234	metin kutusu
168	basın (ve basılı tutum)	201	ikincil pencere	235	başlık çubuğu
169	birincil kap	202	seçmek (n.) / Seç (v.)	236	başlık metni
170	ön pencere	203	Tümünlü Seç	237	değiştirme tuşu
171	Yazdır	204	seçim	238	araç çubuğu
172	yazıcı	205	seçim tutacağı	239	araç bilgisi
173	durum göstergesi (denetim)	206	Gönder	240	araç görünümlü denetim
174	proje	207	ayırıcı	241	tür
175	Özellikler	208	Ayarlar	242	yaz
176	özellik denetleyicisi	209	Kur	243	kullanılamaz
177	özellik sayfası	210	kısayol	244	Geri Al
178	özellik tablosu	211	kısayol düğmesi	245	Kaldır
179	özellik tablosu denetimi	212	kısayol simgesi	246	Görünüm menüsü
180	Hızlı Bakış	213	kısayol tuşu	247	yerinde düzenleme
181	salt okunur	214	kısayol tuşu denetimi	248	görüntüsel denetim
182		215	Göster	249	Bu Nedir?
183	Geri Dönüşüm Kutusu (simge)	216	Oturumu Kapat	250	pencere
184	Yinele	217	tek seçim listesi kutusu	251	Pencere menüsü
185	bölge seçimi	218	Boyut	252	Windows Gezgini
186	kayıt	219	boyutlandırma tutacağı	253	sihirbaz
187	Yinele	220	kaydırıcı	254	çalışma kitabı
188	Değiştir	221	fırıldak kutusu	255	çalışma grubu
189	Eski Durumuna Getir	222	Böl	256	çalışma alanı
190	Eski Durumuna Getir düğmesi	223	bölme çubuğu	257	Evet
		224	bölme kutusu		



Glossary

A

accelerator key *See* shortcut key.

access bar *See* desktop toolbar.

access key The key that corresponds to an underlined letter on a menu or control (also referred to as a mnemonic or mnemonic access key).

accessibility Designing software to be usable and accessible to the widest range of users, including users with disabilities.

action handle A special handle, primarily designed for pen-based interaction, that provides access to a selected object's operations, through a pop-up menu, drag and drop, or both.

active The state when an object is the focus of user input and its operations are available.

active end The ending point for a selected range of objects. It is usually established at the object logically nearest the hot spot of the pointer when a user releases a mouse button or lifts the tip of a pen from the input surface. *Compare* anchor point.

active window The window in which a user is currently working or directing input. An active window is typically at the top of the Z order and is distinguished by the color of its title bar. *Compare* inactive window.

adornment A control or status area that is attached to the edge of a pane or window, such as a toolbar or ruler.

anchor point The starting point for a selected range of objects. An anchor point is usually established at the object logically nearest the hot spot of the pointer when a user presses a mouse button or touches the tip of a pen to the input surface. *Compare* active end.

anti-aliasing A graphic design technique that involves adding colored pixels to smooth the jagged edges of a graphic.

apply To commit a set of changes or pending transactions made in a secondary window, typically without closing that window.

auto-exit A text box in which the input focus automatically moves to the next control as soon as a user types the last character.

auto-joining The movement of text to fill a remaining gap after a user deletes other text.

automatic scrolling A technique where a display area automatically scrolls without direct interaction with a scroll bar.

auto-repeat An event or interaction that is automatically repeated. Auto-repeat events usually occur when a user holds down a keyboard key or presses and holds a special control (for example, scroll bar buttons).

Glossary

B

barrel-tap A pen action that involves holding down the barrel button of a pen while tapping. It is the equivalent of clicking mouse button 2.

box edit A standard Microsoft Windows pen interface control that provides a discrete area for entering each character. A user can also edit text within the control.

C

cancel To halt an operation or process and return to the state before it was invoked. *Compare* stop.

caret *See* insertion point.

cascading menu A menu that is a submenu of a menu item (also referred to as a hierarchical menu, child menu, or submenu).

check box A standard Windows control that displays a setting, either checked (set) or unchecked (not set). *Compare* option button.

child menu *See* cascading menu.

child window A document window used within an MDI window. *See also* multiple document interface.

chord To press more than one mouse button at the same time.

click (v.) To position the pointer over an object and then press and release a mouse button. (n.) The act of clicking. *See also* press.

Clipboard The area of storage for objects, data, or their references after a user carries out a Cut or Copy command.

close To remove a window.

code page A collection of characters that make up a character set.

collection A set of objects that share some common aspect.

column heading A standard Windows control that can be used to provide interactive column titles for a list.

combo box A standard Windows control that combines a text box and interdependent list box. *Compare* drop-down combo box.

command button A standard Windows control that initiates a command or sets an option (also referred to as a push button).

composite A set or group of objects whose aggregation is recognized as an object itself (for example, characters in a paragraph, a named range of cells in a spreadsheet, or a grouped set of drawing objects).

constraint A relationship between a set of objects, such that making a change to one object affects another object in the set.

container An object that holds other objects.

context menu *See* pop-up menu.

context-sensitive Help Information about an object and its current condition. It answers the questions “What is this” and “Why would I want to use it?” *Compare* reference Help and task-oriented Help.

contextual Specific to the conditions in which something exists or occurs.

contiguous selection A selection that consists of a set of objects that are logically sequential or adjacent to each other (also referred to as range selection). *Compare* disjoint selection.

control An object that enables user interaction or input, often to initiate an action, display information, or set values.

Control menu The menu, also referred to as the System menu, displayed on the left end of a title bar in Windows 3.1. A pop-up menu of a window replaces the Control menu.

cursor A generic term for the visible indication of where a user's interaction will occur. *See also* input focus, insertion point, and pointer.

D

data-centered design A design in which users interact with their data directly without having to first start an appropriate editor or application.

data link A link that propagates a value between two objects or locations.

default An operation or value that the system or application assumes, unless a user makes an explicit choice.

default button The command button that is invoked when a user presses the ENTER key. A default button typically appears in a secondary window.

delete To remove an object or value.

desktop The visual work area that fills the display. The desktop is also a container and can be used as a convenient location to place objects stored in the file system.

desktop toolbar A toolbar that docks to the desktop, similar to the taskbar. *See also* taskbar.

dialog base unit A device-independent measure to use for layout. One horizontal unit is equal to one-fourth of the average character width for the current system font. One vertical unit is equal to one-eighth of an average character height for the current system font.

dialog box A secondary window that gathers additional information from a user. *Compare* message box, palette window, and property sheet.

dimmed *See* unavailable.

disabled *See* unavailable.

disjoint selection A selection that consists of a set of objects that are not logically sequential or physically adjacent to each other. *Compare* contiguous selection. *See also* extended selection.

dock To manipulate an interface element, such as a toolbar, such that it aligns itself with the edge of another interface element, typically a window or pane.

document A common unit of data (typically a file) used in user tasks and exchanged between users.

document window A window that provides a primary view of a document (typically its content).

double-click (v.) To press and release a mouse button twice in rapid succession. (n.) The act of double-clicking.

double-tap (v.) To press and lift the pen tip twice in rapid succession. It is typically interpreted as the double-click of the mouse. (n.) The act of double-tapping.

drag To press and hold a mouse button (or press the pen tip) while moving the mouse (or pen).

Glossary

drag and drop A technique for moving, copying, or linking an object by dragging. The destination determines the interpretation of the operation. *Compare* nondefault drag and drop.

drop-down combo box A standard Windows control that combines the characteristics of a text box with a drop-down list box. *Compare* combo box.

drop-down list box A standard Windows control that displays a current setting, but can be opened to display a list of choices.

drop-down menu A menu that is displayed from a menu bar. *See also* menu and pop-up menu.

E

edit field *See* text box.

Edit menu A common drop-down menu that includes general purpose commands for editing objects displayed within a window, such as Cut, Copy, and Paste.

ellipsis The “...” suffix added to a menu item or button label to indicate that the command requires additional information to be completed. When a user chooses the command, a dialog box is usually displayed for user input of this additional information.

embedded object *See* OLE embedded object.

event An action or occurrence to which an application can respond. Examples of events are clicks, key presses, and mouse movements.

explicit selection A selection that a user intentionally performs with an input device. *Compare* implicit selection.

extended selection A selection technique that is optimized for the selection of a single object or single range using contiguous selection techniques (that is, canceling any existing selection when a new selection is made). However, it also supports modifying an existing selection using disjoint selection techniques. *See also* disjoint selection.

extended selection list box A list box that supports multiple selection, but is optimized for a selection of a single object or single range. *See also* extended selection and list box. *Compare* multiple selection list box.

F

File menu A common drop-down menu that includes commands for file operations, such as Open, Save, and Print.

flat appearance The recommended visual display of a control when it is nested inside another control or scrollable region.

folder A type of container for objects — typically files.

font A set of attributes for text characters.

font size The size of a font, typically represented in points.

font style The stylistic attributes of a font — such as bold, italic, and underline.

G

gesture A set of lines or strokes (inking) drawn on the screen that is recognized and interpreted as a command or character. *See also* recognition and ink.

glyph A generic term used to refer to any graphic or pictorial image that can be used on a button or in a message box. *Compare* icon.

grayed *See* unavailable.

group box A standard Windows control that groups a set of controls.

H

handle An interface element added to an object that provides a control point for moving, sizing, reshaping, or other operations pertaining to that object.

Help menu A common drop-down menu that includes commands that provide access to Help information or other forms of user assistance. *See* also context-sensitive Help and task-oriented Help.

heterogeneous selection A selection that includes objects with different properties or type. *Compare* homogeneous selection.

hierarchical menu *See* cascading menu.

hold To continue pressing a keyboard key, mouse button, or pen tip.

homogeneous selection A selection that includes objects with the same properties or type. *Compare* heterogeneous selection.

hot spot The specific portion of the pointer (or pointing device) that defines the exact location, or object, to which a user is pointing.

hot zone The interaction area of a particular object or location with which a pointer or pointing device's hot spot must come in contact.

I

icon A pictorial representation of an object. *Compare* glyph.

implicit selection A selection that is the result of inference or the context of some other operation. *See* also explicit selection.

inactive The state of an object when it is not the focus of a user's input.

inactive window A window in which a user's input is not currently being directed. An inactive window is typically distinguished by the color of its title bar. *Compare* active window.

indeterminate *See* mixed-value appearance.

ink The unrecognized, freehand drawing of lines on the screen with a pen. *See* also gesture and ink edit.

ink edit A standard Windows control for input and editing of "ink." *See* also ink.

input focus The location where the user is currently directing input.

input focus appearance The visual display of a control or other object that indicates when it has the input focus.

insertion point The location where text or graphics will be inserted (also referred to as the caret). Also used for text box controls to indicate input focus.

inside-out activation A technique that allows a user to directly interact with the content of an OLE embedded object without executing an explicit activation command. *Compare* outside-in activation.

Glossary

J

jump A special form of a link that navigates to another location (also referred to as a hyperlink).

L

label The text (or graphic) that identifies a control (also referred to as a caption).

landscape An orientation where the long dimension of a rectangular area (for example, screen or paper) is horizontal.

lasso-tap A pen gesture that results in a region selection by drawing a circle around the object to be selected and tapping within that circle.

lens *See* writing tool.

link (v.) To form a connection between two objects. (n.) A reference to an object that is linked to another object. *See also* OLE linked object.

link path The descriptive form of referring to the location of a link source (also referred to as a moniker).

list box A standard Windows control that displays a list of choices. *See also* extended selection list box.

list view A standard Windows list box control that displays a set of objects. The control also supports different views and drag and drop.

locale A collection of language-related user preferences for formatting information, such as time, currency, or dates.

localization The process of adapting software for different countries, languages, or cultures.

M

marquee *See* region selection.

maximize To make a window its largest size. *See also* minimize.

MDI *See* multiple document interface.

menu A list of textual or graphical choices from which a user can choose. *See also* drop-down menu and pop-up menu.

menu bar A horizontal bar at the top of a window, below the title bar, that contains menus. *See also* drop-down menu.

menu button A command button that displays a menu.

menu item A choice on a menu.

menu title A text or graphic label that designates a particular menu. For drop-down menus, the title is the entry in the menu bar; for cascading menus the menu title is the name of its parent menu item.

message box A secondary window that is displayed to inform a user about a particular condition. *Compare* dialog box, palette window, and property sheet.

minimize To minimize the size of a window; in some cases this means to hide the window. *See also* maximize.

mixed-value appearance The visual display for a control when it reflects a mixed set of values.

mnemonic *See* access key.

modal A restrictive or limiting interaction because of operating in a mode. Modal often describes a secondary window that restricts a user's interaction with other windows. A secondary window can be modal with respect to its primary window or to the entire system. *Compare* modeless.

mode A particular state of interaction, often exclusive in some way to other forms of interaction.

modeless Not restrictive or limiting interaction. Modeless often describes a secondary window that does not restrict a user's interaction with other windows. *Compare* modal.

modifier key A keyboard key that, when pressed (and held), changes the actions of ordinary input.

moniker *See* link path.

mouse A commonly used input device that has one or more buttons used to interact with a computer. It is also used as a generic term to include other pointing devices that operate similarly (for example, trackballs and headpointers).

multiple document interface (MDI) A technique for managing a set of windows whereby documents are opened into windows (sometimes called child windows) that are constrained to a single primary (parent) window. *See also* child window and parent window.

multiple selection list box A list box that is optimized for making multiple, independent selections. *Compare* extended selection list box and single selection list box.

My Computer A standard Windows icon that represents a user's private, usually local, storage.

N

Network Neighborhood A standard Windows icon that represents access to objects that are stored on the network file system.

nondefault drag and drop A drag (transfer) operation whose interpretation is determined by a user's choice of command. These commands are included in a pop-up menu displayed at the destination when the object is dropped. *Compare* drag and drop.

O

object An entity or component identifiable by a user that can be distinguished by its properties, operations, and relationships.

object-action paradigm The basic interaction model for the user interface in which the object to be acted upon is specified first, followed by the command to be executed.

OLE (Microsoft OLE) The name that describes the technology and interface for implementing support for object interaction.

OLE embedded object A data object that retains the original editing and operating functionality of the application that created it, while physically residing in another document.

OLE linked object An object that represents or provides an access point to another object that resides at another location in the same container or a different, separate container. *See also* link.

OLE visual editing The ability to edit an OLE embedded object in place, without opening it into its own window.

Glossary

open appearance The visual display of an object when the user opens the object into its own window.

operation A generic term that refers to the actions that can be done to or with an object.

option button A standard Windows control that allows a user to select from a fixed set of mutually exclusive choices (also referred to as a radio button). *Compare* check box.

option-set appearance The visual display for a control when its value is set.

outside-in activation A technique that requires a user to perform an explicit activation command to interact with the content of an OLE embedded object. *Compare* inside-out activation.

P

package An OLE encapsulation of a file so that it can be embedded in an OLE container.

palette window A modeless secondary window that displays a toolbar or other choices, such as colors or patterns. *Compare* dialog box and message box. *See also* property sheet.

pane One of the separate areas in a split window.

parent window A primary window that provides window management for a set of child windows. *See also* child window and multiple document interface.

pen An input device that consists of a pen-shaped stylus that a user employs to interact with a computer.

persistence The principle that the state of an object is automatically preserved.

point (v.) To position the pointer over a particular object and location. (n.) A unit of measurement for type (1 point equals approximately 1/72 inch).

pointer A graphic image displayed on the screen that indicates the location of a pointing device (also referred to as a cursor).

pop-up menu A menu that is displayed at the location of a selected object (also referred to as a context menu or shortcut menu). The menu contains commands that are contextually relevant to the selection.

pop-up window A secondary window with no title bar that is displayed next to an object; it provides contextual information about that object.

portrait An orientation where the long dimension of a rectangular area (for example, screen or paper) is vertical.

press To press and release a keyboard key or to touch the tip of a pen to the screen. *See also* click.

pressed appearance The visual display for an object, such as a control, when it is being pressed.

primary window The window in which the main interaction takes place. *See also* secondary window and window.

progress indicator Any form of feedback that provides the user with information about the state of a process.

progress indicator control A standard Windows control that displays the percentage of completion of a particular process as a graphical bar.

project A window or task management technique that consists of a container holding a set of objects, such that when the container is opened, the windows of the contained objects are restored to their former positions.

properties Attributes or characteristics of an object that define its state, appearance, or value.

property inspector A dynamic properties viewer that displays the properties of the current selection, usually of a particular type of object. *Compare* property sheet.

property page A grouping of properties on a tabbed page of a property sheet. *See also* property sheet.

property sheet A secondary window that displays the properties of an object when a user chooses its Properties command. *Compare* dialog box and property inspector. *See also* property page.

property sheet control A standard Windows control used to create property sheet interfaces.

proximity The ability of some pen devices to detect the presence of the pen without touching the pen to the input surface.

push button *See* command button.

R

radio button *See* option button.

range selection *See* contiguous selection.

recognition The interpretation of strokes or gestures as characters or operations. *See also* gesture.

reference Help A form of online Help information that can contain conceptual and explanatory information. *Compare* task-oriented Help and context-sensitive Help.

region selection A selection technique that involves dragging out a bounding outline (also referred to as a marquee) to define the selected objects.

Recycle Bin The standard Windows icon that represents the repository for deleted files.

relationship The context or way an object relates to its environment.

rich-text box A standard Windows control that is similar to a standard text box, except that it also supports individual character and paragraph properties.

S

scope The definition of the extent that a selection is logically independent from other selections. For example, selections made in separate windows are typically considered to be independent of each other.

scrap An icon created when the user transfers a data selection from within a file to a shell container.

scroll To move the view of an object or information to make a different portion visible.

scroll arrow button A component of a scroll bar that allows the information to be scrolled by defined increments when the user clicks it. The direction of the arrow indicates the direction in which the information scrolls.

scroll bar A standard Windows control that supports scrolling.

Glossary

scroll box A component of a scroll bar that indicates the relative position (and optionally the proportion) of the visible information relative to the entire amount of information. The user can drag the scroll box to view areas of information not currently visible. *See also* scroll bar shaft.

scroll bar shaft The component of a scroll bar that provides the visual context for the scroll box. Clicking (or tapping) in the scroll bar shaft scrolls the information by a screenful. *See also* scroll box.

secondary window A window that provides information or supplemental interaction related to objects in a primary window.

select To identify one or more objects upon which an operation can be performed.

selection An object or set of objects that have been selected.

selection appearance The visual display of an object when it has been selected.

selection handle A graphical control point of an object that provides direct manipulation support for operations of that object, such as moving, sizing, or scaling.

separator An entry in a menu used to group menu items together.

shell A generic term that refers to the interface that allows the user control over the system.

shortcut A generic term that refers to an action or technique that invokes a particular command or performs an operation with less interaction than its usual method.

shortcut icon A link presented as an icon that provides a user with access to another object.

shortcut key A keyboard key or key combination that invokes a particular command (also referred to as an accelerator key).

shortcut menu *See* pop-up menu.

single selection list box A list box that only supports selection of a single item in the list.

size grip A special control that appears at the junction of a horizontal and vertical scroll bar or the right end of a status bar and provides an area that a user can drag to size the lower right corner of a window.

slider A standard Windows control that displays and sets a value from a continuous range of possible values, such as brightness or volume.

spin box A control composed of a text box and increment and decrement buttons that allows a user to adjust a value from a limited range of possible values.

split bar A division between panes that appears where a window has been split; the split bar visually separates window panes.

split box A special control added to a window, typically adjacent to the scroll bar, that allows a user to split a window or adjust a window split.

status bar An area that allows the display of state information of the information being viewed in the window, typically placed at the bottom of a window.

status bar control A standard Windows control that provides the functionality of a status bar.

stop To halt a process or action, typically without restoring the state before the process began. *Compare* cancel.

submenu *See* cascading menu.

System menu *See* Control menu.

T

tab control A standard Windows control that looks similar to a notebook or file divider and provides navigation between different pages or sections of information.

tap To press and lift the pen tip from the screen, usually interpreted as a mouse click.

targeting To determine where pen input is directed.

taskbar A special toolbar that docks on an edge of the desktop supplied by the system. The taskbar includes the Start button, buttons for each open primary window, and a status area.

task-oriented Help Information about the steps involved in carrying out a particular task. *Compare* context-sensitive Help and reference Help.

template An object that automates the creation of new objects of a particular type.

text box A standard Windows control in which a user can enter and edit text (also referred to as the edit field).

thread A process that is part of a larger process or program.

title bar The horizontal area at the top of a window that identifies the window. The title bar also acts as a handle for dragging the window.

toggle key A keyboard key that alternates between turning a particular operation, function, or mode on or off.

toolbar A frame or special area that contains a set of other controls.

toolbar button A command button used in a toolbar (or status bar).

toolbar control A standard Windows control designed with the same characteristics as the toolbar.

tooltip A standard Windows control that provides a small pop-up window that provides descriptive text, such as a label, for a control or graphic object.

transfer appearance The visual feedback displayed during a transfer operation.

transaction A unit of change to an object.

tree control A standard Windows control that allows a set of hierarchically related objects to be displayed as an expandable outline.

type (v.) To enter a character from the keyboard. (n.) A classification of an object based on its characteristics, behavior, and attributes.

U

unavailable The state of a control whose normal functionality is not presently available to a user (also referred to as grayed, dimmed, and disabled).

unavailable appearance The visual display for a control when it is unavailable.

undo To reverse a transaction.

unfold button A command button used to expand a secondary window to a larger size to reveal additional controls or information.

Glossary

V

visual editing *See* OLE visual editing.

W

well control A control that is used to display color or pattern choices, typically used like an option button.

white space The background area of a window. (The color need not literally be white.)

window A standard Windows object that displays information. A window is a separately controllable area of the screen that typically has a rectangular border. *See also* primary window and secondary window.

wizard A form of user assistance that automates a task through a dialog with the user.

wordwrap The convention where, as a user enters text, existing text is automatically moved from the end of a line to the next line.

workbook A window or task management technique that consists of a set of views that are organized like a tabbed notebook.

workspace A window or task management technique that consists of a container holding a set of objects, where the windows of the contained objects are constrained to a parent window. Similar to the multiple document interface, except that the windows displayed within the parent window are of objects that are also contained in the workspace.

writing tool A standard Windows pen interface control that supports text editing.

Z

Z order The layered relationship of a set of objects, such as windows, on the display screen.

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Organizations

The following organizations publish journals and sponsor conferences on topics related to user interface design.

SIGCHI (Special Interest Group in Computer Human Interaction)
Association for Computing Machinery
1515 Broadway
New York, NY 10036-5701
212-869-7440

SIGGRAPH (Special Interest Group on Graphics)
Association for Computing Machinery
1515 Broadway
New York, NY 10036-5701
212-869-7440

Human Factors and Ergonomics Society
P.O. Box 1369
Santa Monica, CA 90406-1369
310-394-1811

Accessibility

For a list of accessibility aids available for Microsoft Windows, accessibility software vendors, potential test sites, or facilities for producing accessible documentation, contact:

Microsoft Sales Information Center
One Microsoft Way
Redmond, WA 98052-6399
(800) 426-9400 (voice)
(800) 892-5234 (text telephone)
(206) 936-7329 (FAX)

An assistive technology program in your area can provide referrals to programs and services available to you. To locate the assistive technology program nearest to your location, contact:

National Information System
Center for Development Disabilities
University of South Carolina
Benson Building
Columbia, SC 29208
(803) 777-4435 (voice or text telephone)
(803) 777-6058 (FAX)

The Trace Research and Development Center publishes references and materials on accessibility, including:

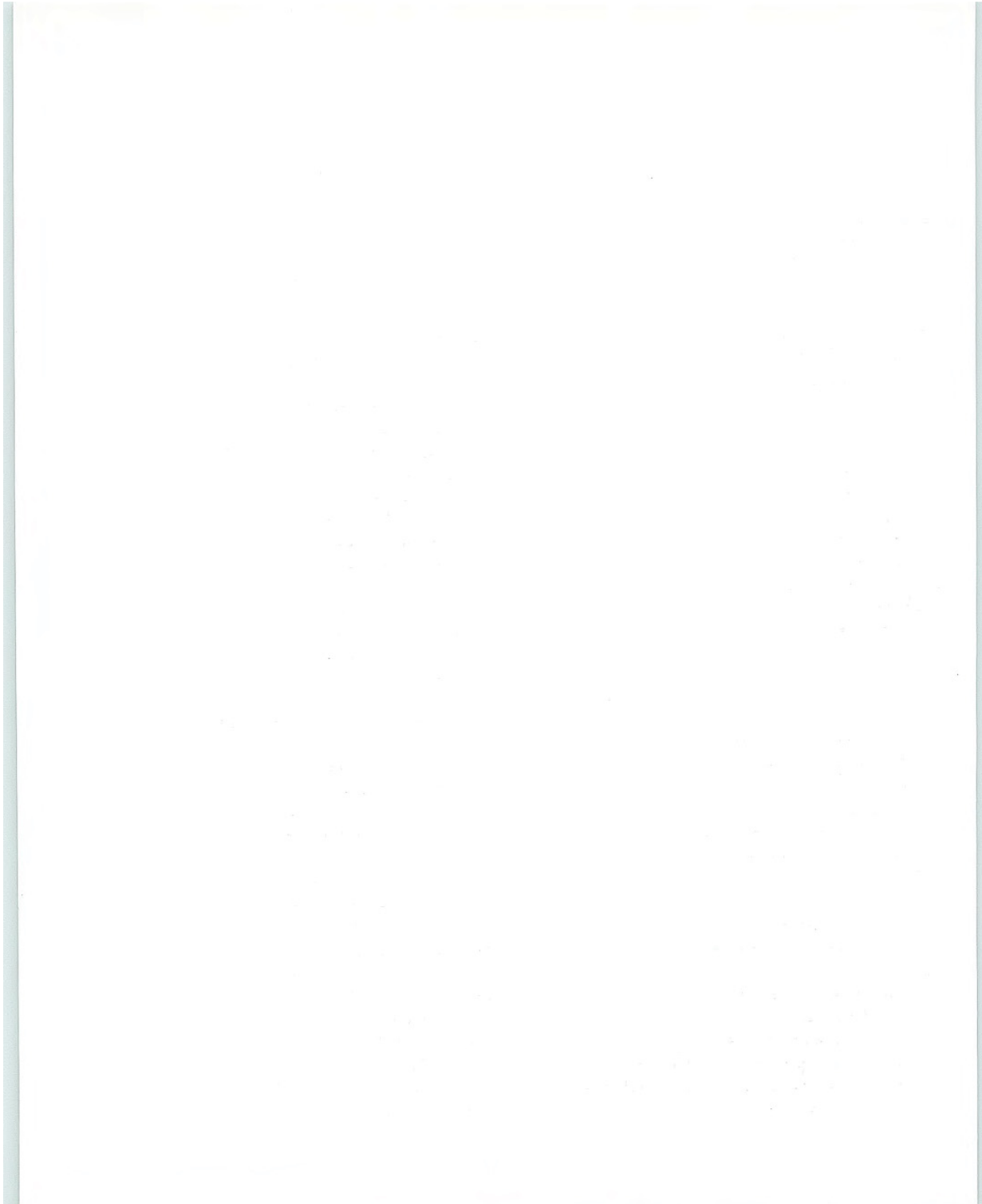
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For information on these books and other resources available from the Trace Research and Development Center, contact them at:

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