



# **Access and Perform Search in MultiTerm Desktop**

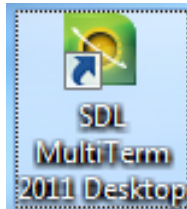
# Open MultiTerm Desktop

In order to perform Termbase lookup through MultiTerm Desktop, you will need to have this software installed on your machine. SDL MultiTerm 2011 can be downloaded from “My Downloads” section in ETMA.

To open SDL MultiTerm Desktop, go to your Start menu, and select All Programs > SDL > SDL MultiTerm 2011 and click on SDL MultiTerm 2011 Desktop.

OR

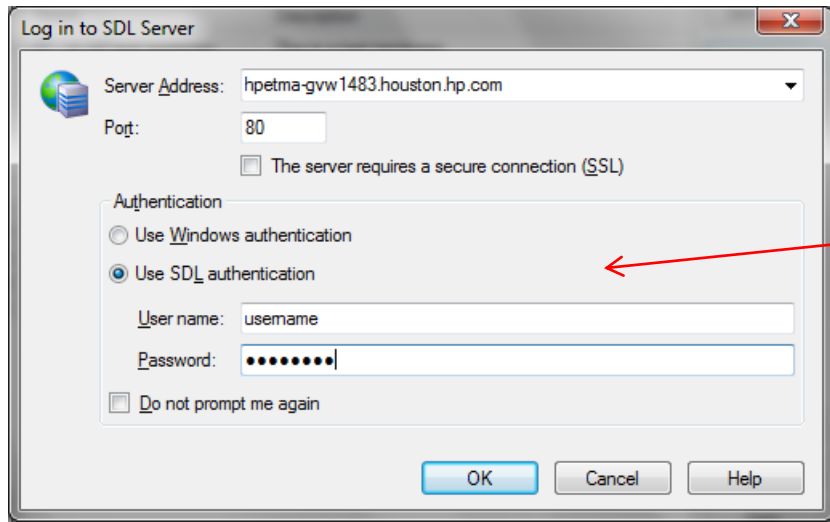
From your Desktop, double-click on the MultiTerm Desktop shortcut



# Log to Termbases through MultiTerm Desktop

When opening SDL MultiTerm 2011, click on Termbase > Open Termbase and click the Login button. You will be prompted for your login credentials.

(NOTE: Digital Badge or BPIA access will be required)



On first connection, fill-in Connection properties with:

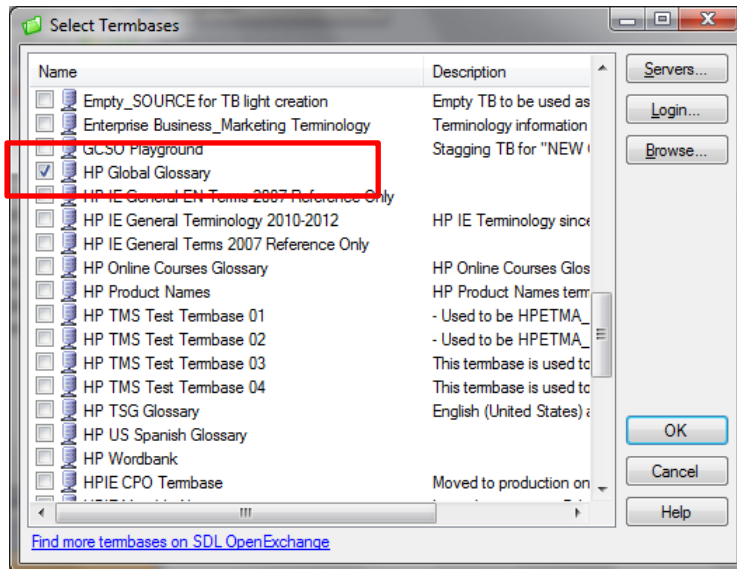
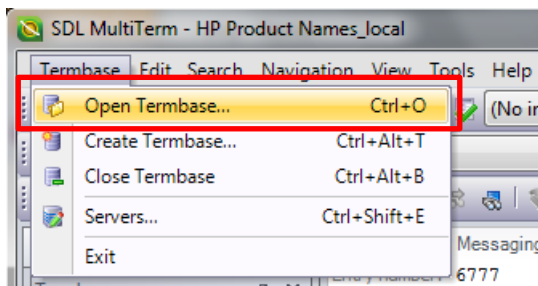
Server Address:

<http://hpetma-gvw1483.houston.hp.com>

Username / Password : Enter username and password provided by HP Terminology team or use “hp terminology/hp”.

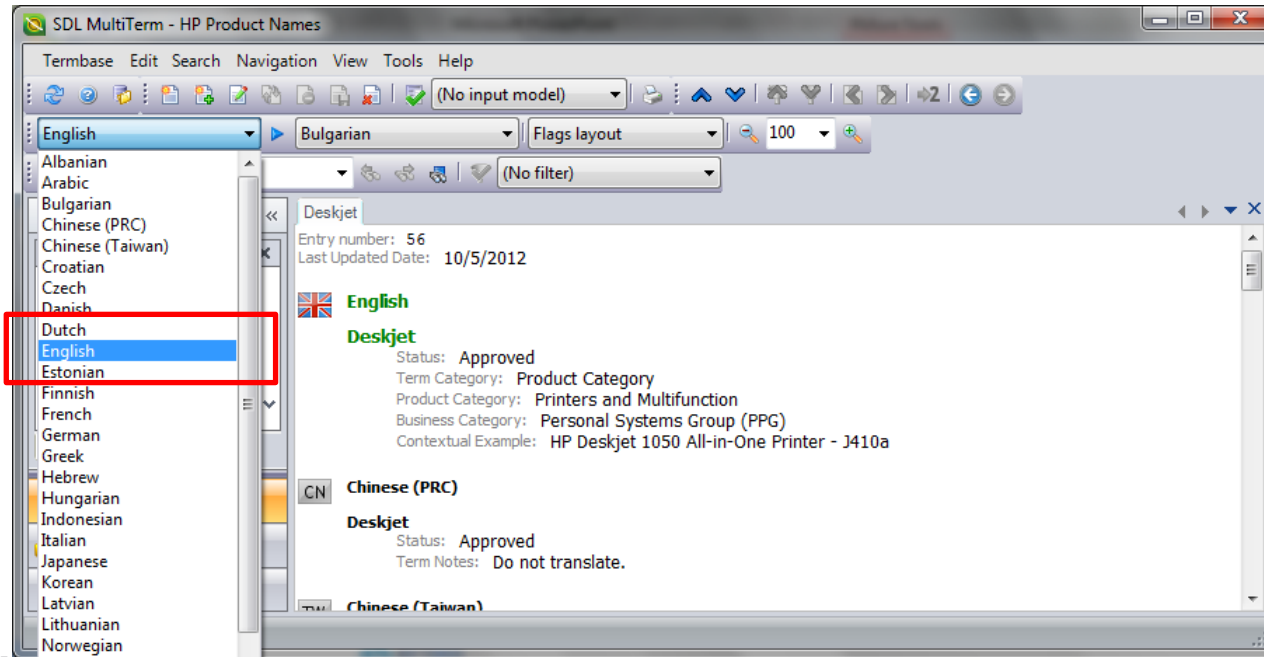
# Open a Termbase

To open a Termbase, go to Termbase > OpenTermbase... From the **Select Termbases** pop-up window, tick the termbase you want to search and click **OK**.



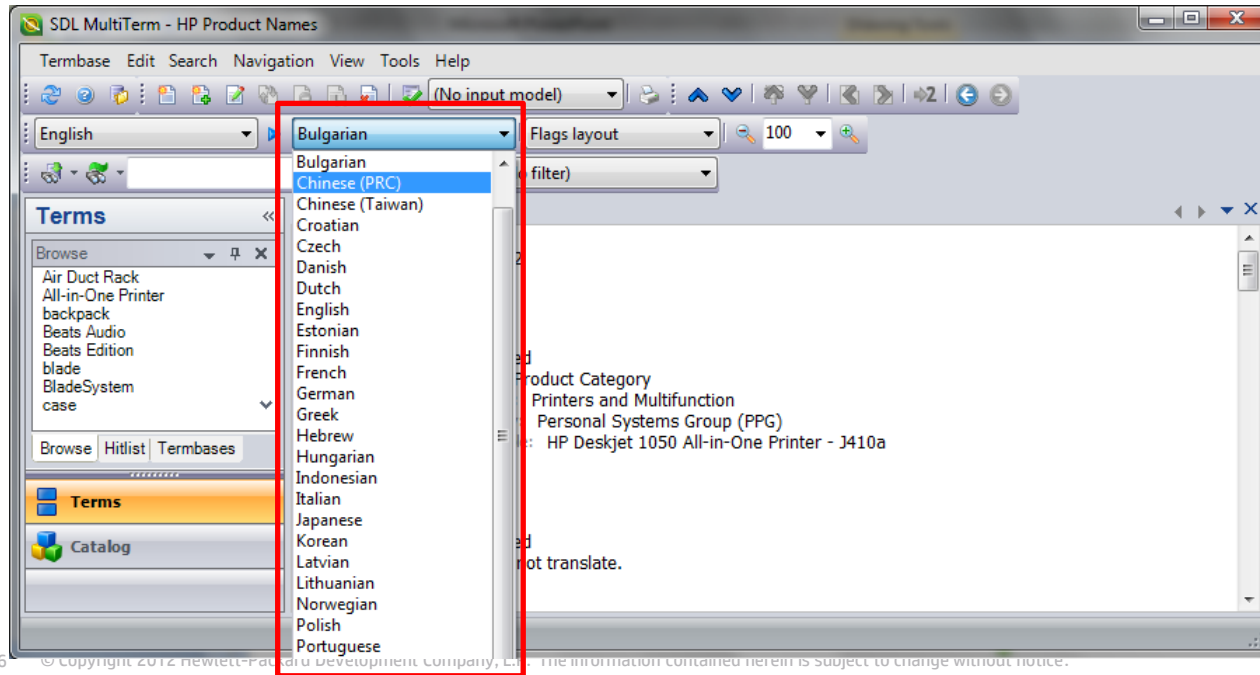
# Select Source Language in MultiTerm Desktop

In order to retrieve your search results, select the Source Language (English in most cases) from the 1<sup>st</sup> language drop-down menu.



# Select Target Language in MultiTerm Desktop

Select the Target Language from the 2<sup>nd</sup> language drop-down menu. This language will show first when retrieving results.

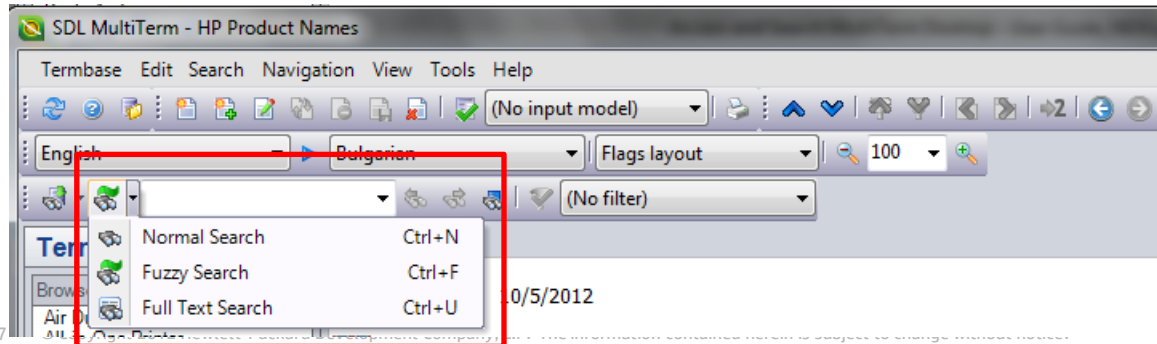


# Perform a Term search

You have 3 options to perform searches in MultiTerm Online:

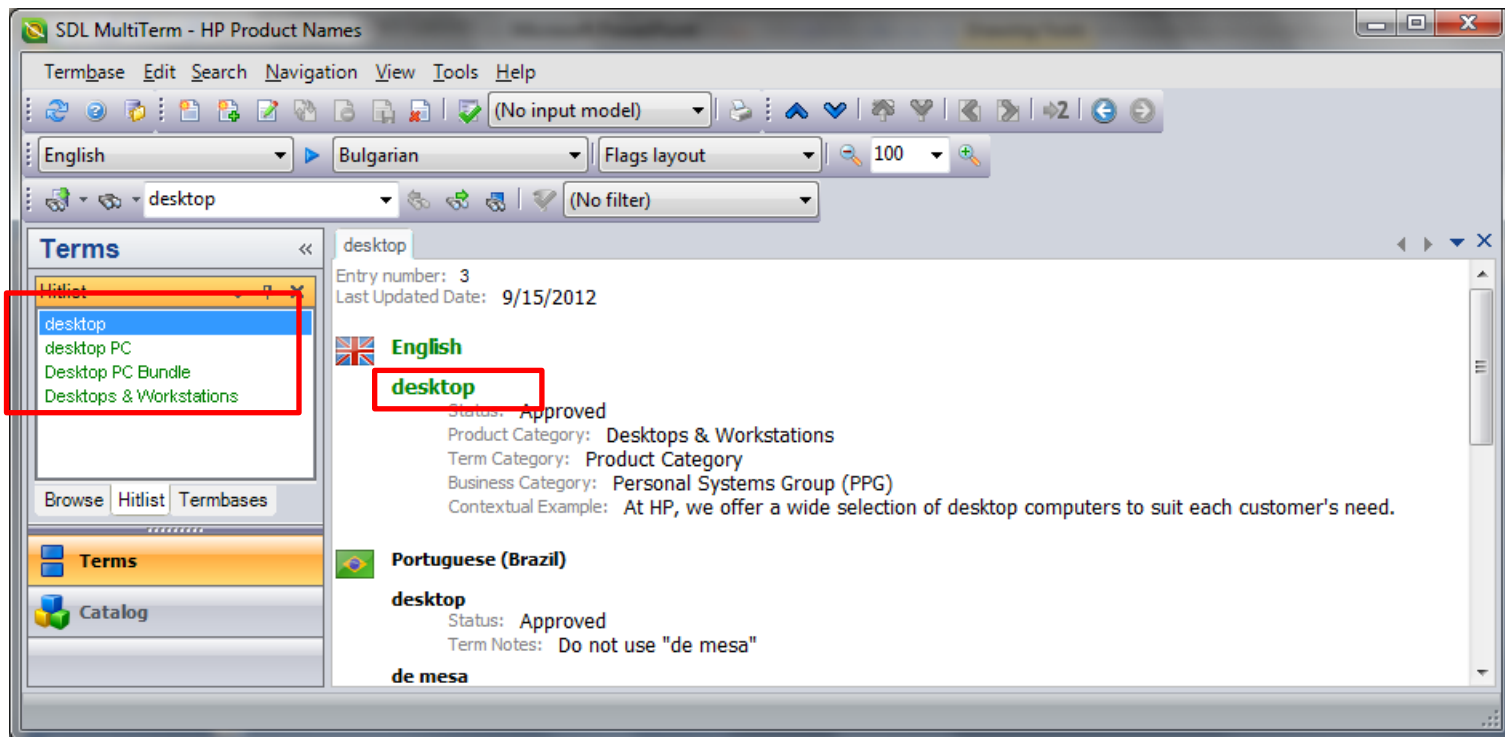
- **Normal**: Exact match of search value
- **Fuzzy**: Fuzzy match of search value
- **Full Text**: Exact match performed on terms and other attribute values available in the Termbase

Enter the relevant search value and select the search method from the drop down menu:



# Retrieve Results from a 'Normal Search'

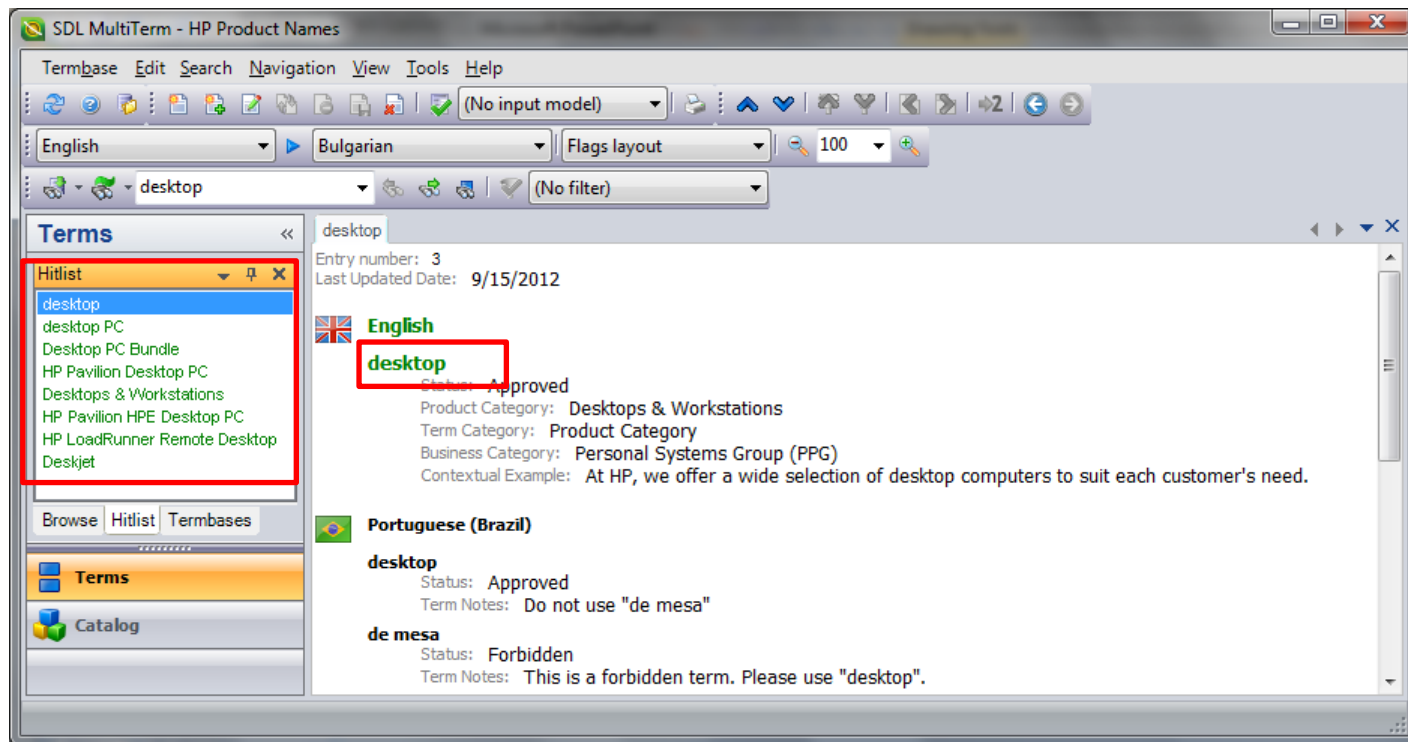
Search results are listed under the Search field. Search value is in Green for each entry.





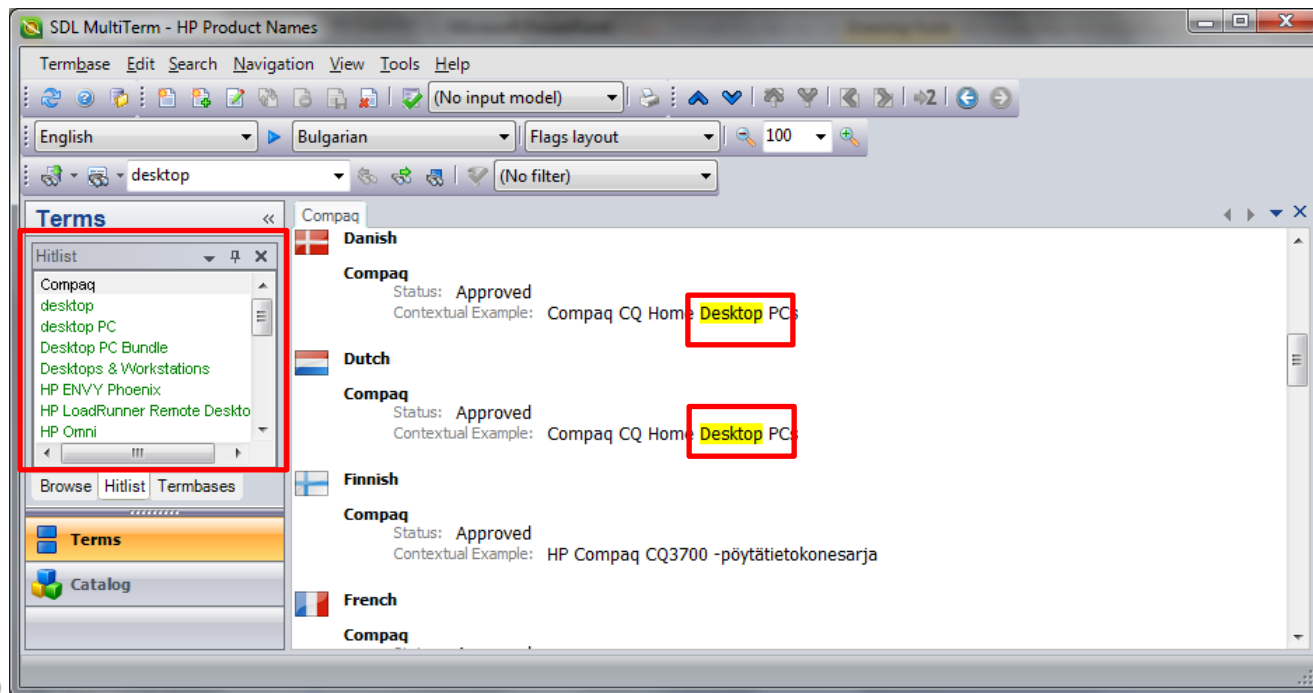
# Retrieve Results from a 'Fuzzy Search'

Search results are listed under the Search field. Search value is in Green for each entry.



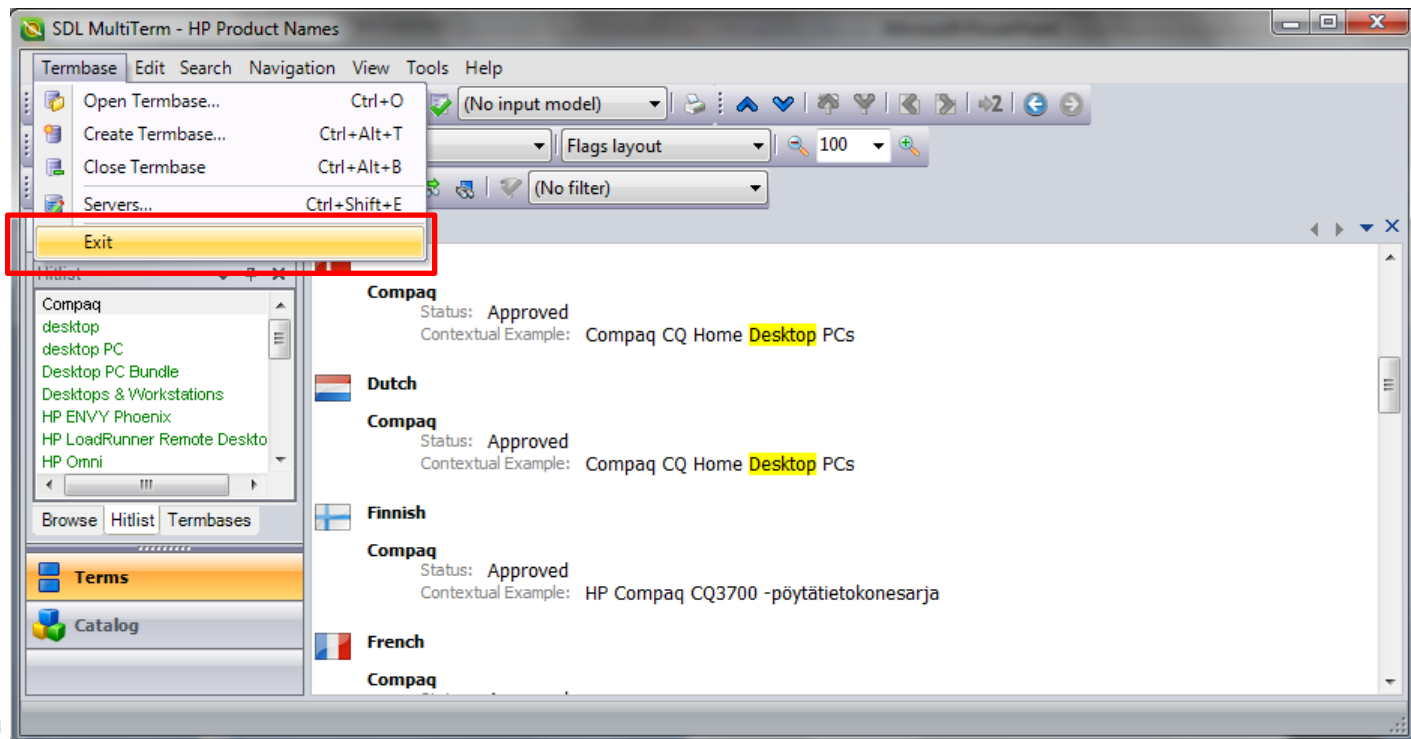
# Retrieve Results from a 'Full Text Search'

Search results are listed under the Search field. Search value is highlighted in yellow for each entry.



# Log out from MultiTerm Online

To log out of MultiTerm Desktop, go to Termbase > Exit



**For additional question, please  
contact us at:  
[terminology@hp.com](mailto:terminology@hp.com)**

