

GLOSSARY OF TERMS

ABORT	The abort function is achieved by depressing the F8 function key. This allows a user to abort out of a record without making any changes. Although aborting out of a record may be advantageous in some instances it is generally not a good idea to abort or break out of an update process. By aborting during an update, the operator may cause the files to be improperly updated which may jeopardize system integrity. On occasion a program error may also cause a break or abort. If this happens please notify TSH or your dealer.
ABS	Absolute areas of disk reserved for the operating system (FRAMES 1-511)
ACCOUNT-SAVE	This is backup procedure which copies a specific account to tape for safe keeping.
ALPHA	A programming expression indicating a letter of the alphabet This is sometimes represented by the letter "A" in data entry instructions.
ALPHANUMERIC	This expression covers all letters of the alphabet as well as special characters (such as ! @ # \$), and the numeric digits. Usually represented by an "X" in data entry instructions.
ATTRIBUTE	The name given to a field (or particular piece of data) that is in a record. Attributes are numbered sequentially, with attribute 0 being the key to the record.
BAUD RATE	A communications terms which refers to the rate of speed, data is traveling over communications lines. Local CRT's normally operate at 9600 baud or 9600 characters per second. Modems may operate at 1200 or 4800 baud (1200-4800 characters per second).
BIT	Bit is the smallest data storage unit, and can represent an on (1) or off (0) state. A series of bits (USUALLY 8), are used together to represent a character of data.
BYTE	A byte is composed of 8 bits, and is the most common expression of storage size. The term megabyte (MB), used to describe disk storage is millions of bytes.

GLOSSARY OF TERMS

BREAK	See abort.
BREAK KEY	The key on the CRT keyboard labeled 'BREAK' which will cause the program to ABORT. Do not use without specific direction
CHARACTER	One alphanumeric character i.e., any of the letters, numbers, or special characters on the keyboard.
COLDSTART	A method for reinitializing the operating system resident in the CPU and aborting all processing currently going on. This procedure should not be used without authorization from TSH, your dealer or hardware CE.
CPU	The Central Processing Unit is a piece of equipment located in the cabinet which consists of memory boards core planes, printer and CRT interface boards. This is the computer.
CRT	The piece of equipment used to display the output or data. The CRT looks like a small television screen where the operator can see what is being entered.
DICTIONARY	A dictionary is a description of what a field is used for in a specific file. It is used by the software to control output, input or internal data lookup. The primary purpose to the user is to define the various attributes in each record for recall reports.
DISK	A disk is a magnetic medium for storage. Commonly used to store data permanently.
DISK DRIVE	The piece of equipment used to house the disks. The drive is also used to access the data stored on the disk.
FILE	A file is that area set aside for a group of records pertaining to a particular kind of data. For example, the Customer Master file has all the information pertaining to the customers.

GLOSSARY OF TERMS

- FILE-RESTORE** A recovery procedure which reloads programs and data and reinitializes the entire contents of the disk drive from tape. This would normally be done after a file-save had copied the contents of the disk to tape. The objective of doing a file-restore is to allow the system to better allocate disk space to various files.
- It might also be used to recover from a hardware or software problem.
- FILE-SAVE** This is the normal back-up procedure which copies the entire contents of the disk drive onto tape for safe keeping, in the event recovery is needed. An Account-Save or File-Save must be part of the daily office procedure.
- HARDWARE** This term refers to the disk, CPU, CRT, printer, or any other Physical piece of equipment associated with the computer.
- HOLDFILE** The operating system automatically assigns area on disk to each report prepared. The reason for spooling to a hold file is to allow multiple CRT's to create reports simultaneously, even though there is only one printer. Also, since disk is faster than the printer, the report takes less time. Normally once the printer is available, the report is printed and the disk space released. Using the "SP-ASSIGN HS" command allows the saving of the print image for later use. Normally all document prints are saved in hold files. These are then accessed by the hold file number.
- The "SP-LISTQ" command lists all hold files currently in use on the system.
- KEY** The key to a record is that unique name, number or other identifier that enables the system to locate the record sought.
- MODEM** Equipment used with a telephone line to allow remote sites access to the computer.
- NUMERIC** A programming expression indicating a number. This is typically represented by the number "9" (or a series of "99"s) in data entry instructions.

GLOSSARY OF TERMS

- OPERATING SYSTEM** Operating system is the software that all computers must have to run. It controls all functions of the machine including input, output, disk usage, and printing functions.
- PRINTER** The piece of equipment used to produce hard copy printouts of various reports, forms etc.
- RECALL** The trade-marked name given to ULTIMATE's report generating language. It is quite easy and flexible to use. For complete information see the RECALL USERS MANUAL. The language is also referred to as ACCESS and ENGLISH on other PICK implementations.
- RECORD** A record is that part of a file assigned to contain all the information on a particular entry. For example, in the Customer Master file, a given record would contain all the information for an individual customer.
- SELECTOR** A selector is simply a program that offers a choice of options. Usually it is a list of what other programs are available to be run at a given point.
- SOFTWARE** This term simply means the programming code or programs that is used by the computer to perform a specific function. There are two types of software, "SYSTEM" software such as the operating system, recall, TCL and utilities and application software, which are programs, such as MDS, Wordperfect, etc which perform functions for each user.
- SORTING** A process used by the computer to rank various items in a sequence. Sorting can be done in ascending or descending order. The sort is always done character by character; the ranking of characters from lowest to highest is:
- (SPACE), special char (\$%#"!* , etc.)
- 0,1...8,9,A,b,c,....,x,y,z

GLOSSARY OF TERMS

- SPOOLER** The operating system automatically assign area on disk to each report prepared ("SPOOLED"). The reason for spooling is to allow multiply CRT's to create reports simultaneously, even though there is only one printer. Also, since disk is faster than the printer, the report takes less time to process. The system level program that performs this task is called the spooler. The "SP-STATUS" command tells the user the status of the spooler, and all "SPOOLED" printers on the system.
- TCL** TCL stands for terminal control language. It is represented by a colon (':' or '>') which will appear at the extreme left margin of the CRT screen. All system level commands are issued from TCL. For a complete discussion of the TCL level commands refer to the PROGRAMMER'S REFERENCE MANUAL.
- TRANSACTION** A transaction is a process used to enter, delete, or change data on file. Depending on the procedure a transaction may be changed once it has been accepted. An initial order entered using order entry can usually be modified using order maintenance. A cash receipt entry after acceptance can only be reversed or offset.
- WARMSTART** A method of reinitializing the operating system that is CPU resident and does not interrupt current operations (cf. Cold start). This procedure should not be attempted without prior TSH, dealer, or hardware CE authorization.
- WARMSTOP** A method of taking down the system in an orderly manner (not via a crash or failure i.e., service maintenance). This procedure should not be attempted without prior dealer or hardware CE authorization.