Summary Certificate
of Terminology Manager Competencies

Beate Früh

has passed the

ECQA Certified Terminology Manager - Engineering

examinations for the following accredited
units and learning elements
as Developer

UNITS	ELEMENTS					
CTM-E.U1	E1	E2	E3	E4		
CTM-E.U2	E1	E2	E3	E4		
CTM-E.U3	E1	E2	E3	E4	E5	E6
CTM-E.U4	E1	E2	E3	E4		
CTM-E.U5	E1	E2				
CTM-E.U6	E1					

Vienna, 2020-02-02
Date

Prof. (FH) Mag. Michael Reiner
President of ECQA

ECQA Certified
Terminology Manager

Engineering

ECQA
European Certification &
Qualification Association

LEGEND

CTM-E.U1 Terminology Management in Engineering

- Terminology work for Engineering: The big picture (E1)
- Coining terms and writing definitions for engineering environments (E2)
- Dealing with essential data categories for engineering terminology (E3)
- How to structure a terminological entry (equivalents, synonymy and ontologies) (E4)

CTM-E.U2 Technical Communication and Documentation

- Interfaces for technical communication and terminology work (E1)
- Multilingual documentation (English terminology for non-English speakers) (E2)
- Controlled language and relevant tools (E3)
- Standards for technical documentation (DITA and more) (E4)

CTM-E.U3 Terminology Strategies for Business Processes (TSB)

- Terminology planning and policies (E1)
- How to present the business case for terminology (E2)
- How to calculate and argue costs & return on investments (E3)
- How to involve relevant stakeholders (E4)
- How to collaborate with relevant organisational units (E5)
- Internationalisation, Globalisation, Localisation (E6)

CTM-E.U4 Quality and Harmonisation in Engineering

- Handling inconsistencies (E1)
- Updating and maintenance (E2)
- Workflows and processes (E3)
- Standards, copyright and product liability (E4)

CTM-E.U5 Best Practice and Worst Practice

- Practical examples and case studies delivered by trainers and facilitators (E1)
- Participants analyse and comment on one case study presented in CTM-E.U5.E1 (E2)

CTM-E.U6 Standards and Legal Issues (SLI)

- Application Scenarios (E1)