

# Feedback and Edit LookUp entries

## 1. Feedback in LookUp

All users can provide feedback on the terminology or translation entries shown in the LookUp results. Users can use this feature to send feedback to a TEAMserver administrator via an automated email message.

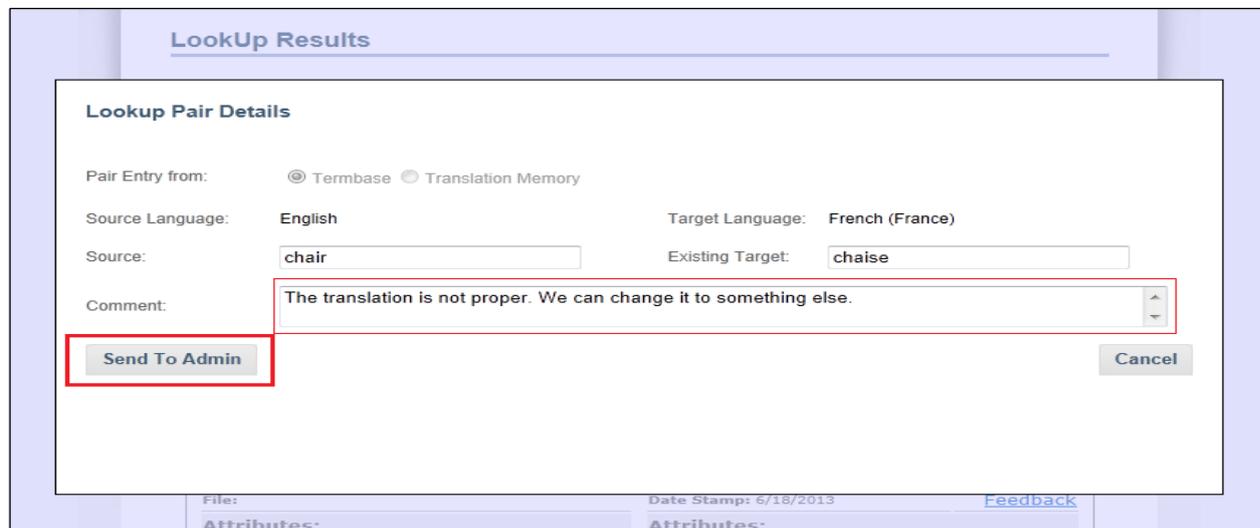
To send feedback:

1. A 'Feedback' link is available for each LookUp result. Click on the link next to the result for which you want to add feedback or a comment.



The screenshot shows the 'Results from Termbase' interface. It has tabs for 'Termbase', 'Translation Memory', and 'Concordance'. The results are organized into two columns: 'English (United States)' and 'French (France)'. Under 'English (United States)', there is an entry for 'chair' with fields for Project, File, and Attributes (definition: general term which may refer to any number of commonly used items, client: Xerox). Under 'French (France)', there is an entry for 'chaise' with fields for User (Admin), Date Stamp (6/18/2013), and Attributes (definition: general term which may refer to any number of commonly used items, client: Xerox). A 'Feedback' link is visible next to the 'chaise' entry, highlighted with a red box. Below the French section, there is a 'Spanish' section with an entry for 'silla' and another 'Feedback' link, also highlighted with a red box.

2. Enter your feedback or comment in the popup window that appears, and click on the 'Send To Admin' button to send the feedback comment to the administrator.



The screenshot shows a 'LookUp Results' popup window. It contains a 'Lookup Pair Details' section with the following information: Pair Entry from: Termbase (selected), Source Language: English, Target Language: French (France), Source: chair, Existing Target: chaise. A text area for 'Comment:' contains the text 'The translation is not proper. We can change it to something else.' Below the comment area, there is a 'Send To Admin' button highlighted with a red box and a 'Cancel' button. At the bottom of the window, there are fields for 'File:', 'Date Stamp: 6/18/2013', and a 'Feedback' link.

3. When you click on the 'Send To Admin' button, an email will be sent to the administrator. Please note that the feedback itself is not stored in the TEAMserver database.
4. The email sent to the administrator includes a link to a page in the web-based administration interface where the terminology or translation entry can be edited.

Users can provide feedback for results in the 'Translation Memory' and 'Concordance' tabs following the same procedure.

## 2. Edit in LookUp

TEAMserver administrators are provided with an additional option in the LookUp interface, which allows them to edit terminology or translation entries directly from the LookUp interface.

With this feature the administrator is redirected to the edit pages of Terminology Pair or Translation Pair in Admin interface.

To edit an entry:

1. Click on the  button beside the LookUp result you want to edit.

Termbase
Translation Memory
Concordance

### Results from Termbase

English (United States)	French (France)
<b>chair</b> <hr/> <b>Project:</b> <hr/> <b>File:</b> <hr/> <b>Attributes:</b> <hr/> <b>definition:</b> general term which may refer to any number of commonly used items <b>client:</b> Xerox	<b>chaise</b>  <hr/> <b>User:</b> Admin <a href="#">Occurrences</a> <hr/> <b>Date Stamp:</b> 6/18/2013 <a href="#">Feedback</a> <hr/> <b>Attributes:</b> <hr/> <b>definition:</b> general term which may refer to any number of commonly used items <b>client:</b> Xerox
	<div style="text-align: center; background-color: #e6f2ff; padding: 2px 5px; margin-bottom: 5px;"><b>Spanish</b></div> <b>silla</b>  <hr/> <b>User:</b> Admin <a href="#">Occurrences</a> <hr/> <b>Date Stamp:</b> 6/18/2013 <a href="#">Feedback</a> <hr/> <b>Attributes:</b> <hr/> <b>client:</b> Xerox <hr/> <b>definition:</b> general term which may refer to any number of commonly used items

- When you click on the 'Edit' button, a new browser tab/window will open, redirecting you to a page in the web-based administration interface. (If the user is not logged on to the administration interface, a login page will be displayed first.)

### Terminology Pair

Add or modify Terminology Pair with its details

**Add/Update Terminology Pair to Termbase**

User: Admin  
Last modified: 18/06/2013 12:23:00

	Source	Target
Language	English	French
Lemma	chair	chaise
Project		
File		

	Attribute	Value
Attributes	Gender	Neutral
	Definition	general term which may refer to any number of commonly used
	Client	Xerox

	Attribute	Value
Attributes	Gender	Feminine
	Definition	general term which may refer to any number of commonly used
	Client	Xerox

- Make the pertinent changes to the entry, and click on the 'Update Entry' button to save the changes. If the details are saved successfully, a message will be displayed at the bottom of the screen.

### Terminology Pair

Add or modify Terminology Pair with its details

**Add/Update Terminology Pair to Termbase**

User: Admin  
Last modified: 18/06/2013 12:23:00

	Source	Target
Language	English	French
Lemma	chair1	chaise1
Project		
File		

	Attribute	Value
Attributes	Gender	Neutral
	Definition	general term which may refer to any number of commonly used
	Client	Xerox

	Attribute	Value
Attributes	Gender	Feminine
	Definition	general term which may refer to any number of commonly used
	Client	Xerox

The Terminology Pair details are saved successfully.

Administrators can edit the results in the '**Translation Memory**' and '**Concordance**' tabs following the same procedure.