



Informatica® Business Glossary 10.0

Desktop Guide

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Publication Date: 2019-03-29

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CHAPTER 1

Introduction to the Business Glossary Desktop

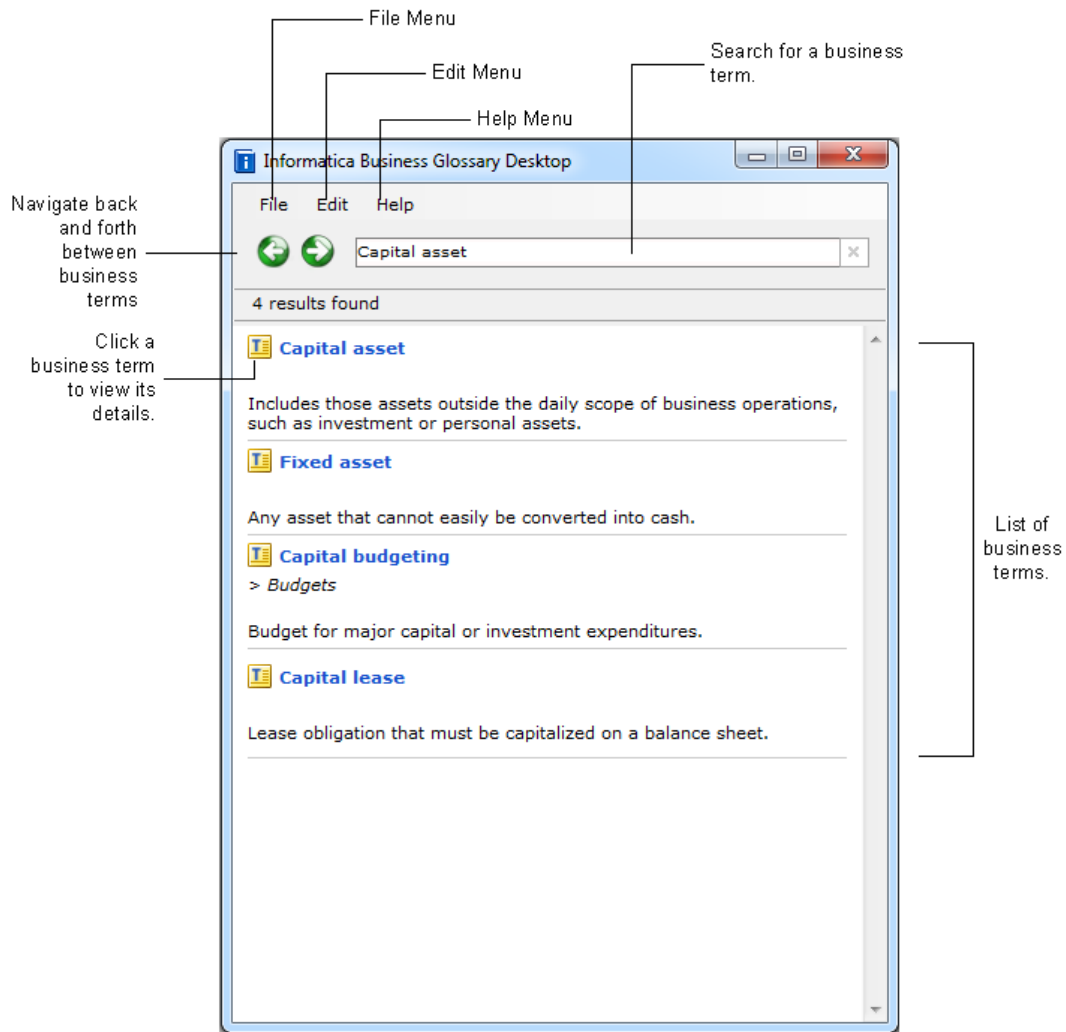
This chapter includes the following topics:

- [Business Glossary Desktop Overview, 5](#)
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- [Using the Business Glossary Desktop, 7](#)

Business Glossary Desktop Overview

Use the Business Glossary Desktop to look up business terms in a business glossary. A business glossary is a set of terms that uses business language to define concepts for business users. A business term provides the business definition and usage of a concept.

The following figure shows the Informatica Business Glossary Desktop interface:



The following table describes the actions you can perform in Business Glossary Desktop:

To	Do this
To print or preview business term details and exit the Business Glossary Desktop.	Click File .
To copy, select, or find text and change settings, such as keyboard shortcuts and preferences.	Click Edit .
To view online help for the Business Glossary Desktop.	Click Help .
To look up a business term.	Enter a word or text in the search box.
To view business term details such as business term properties and related terms.	Click a business term from the search results.
To navigate back and forth between business terms.	Click the front and back arrow icons to the left of the search box.

Starting the Business Glossary Desktop

You can start the Business Glossary Desktop from your Windows Start menu or from the Business Glossary Desktop icon on the desktop menu.

You can start Business Glossary Desktop in one of the following ways:

- To start Business Glossary Desktop from your Windows system menu, click **Start > Informatica Business Glossary> Informatica Business Glossary Desktop**
- To start Business Glossary Desktop from the desktop icon, click the Business Glossary Desktop icon in the Windows desktop menu bar.

Using the Business Glossary Desktop

Look up a business term in the business glossary to get context and meaning for the business term. Select a term to view its details.

1. Enter a business term name or description in the search box.
The Business Glossary Desktop Client returns a list of business terms with names or description that matches the search text.
2. Optionally, highlight the term in another application and use a keyboard shortcut to launch the Business Glossary Desktop client.
The Business Glossary Desktop displays a list of business terms that match the term.
3. Select a business term from the results to view the term details.

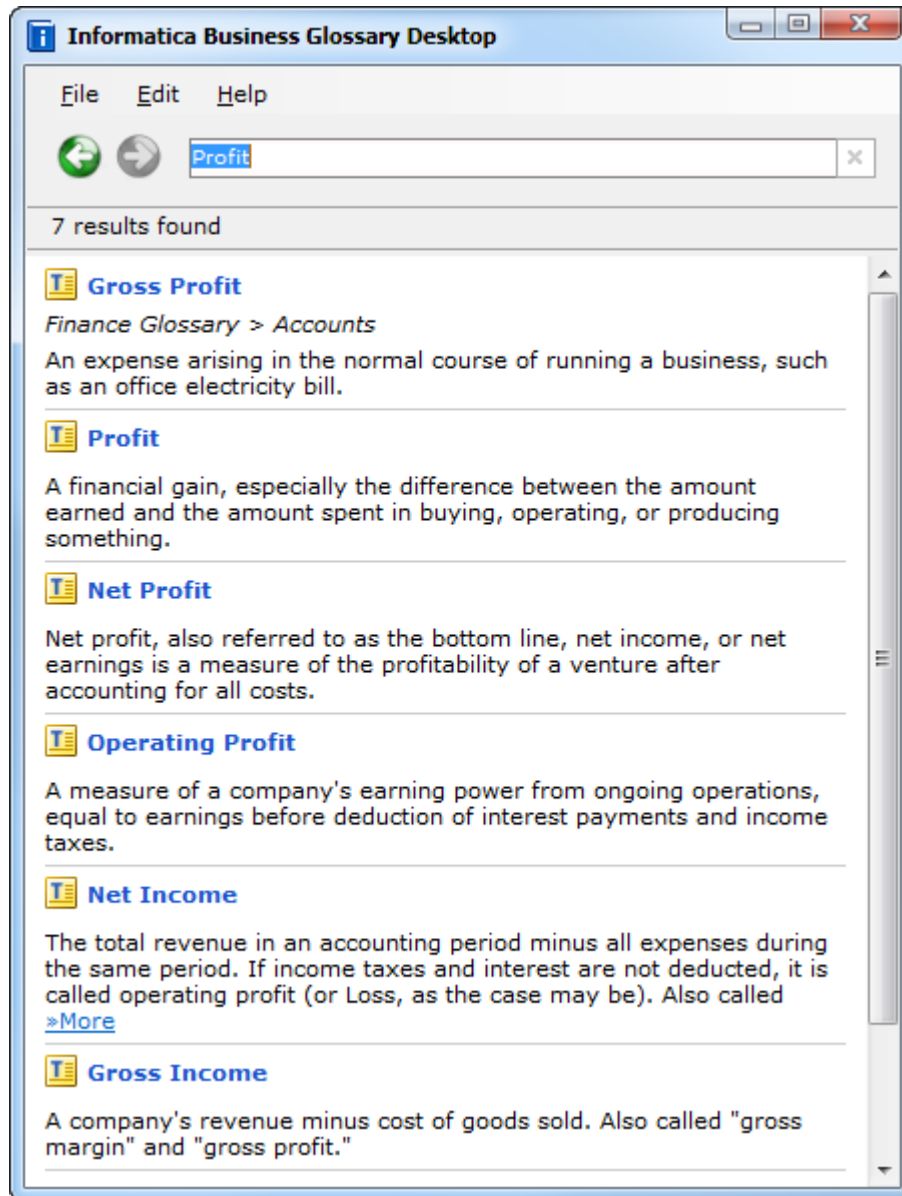
Example

For example, you see the term Profit in a spreadsheet or web page but you do not know what it means.

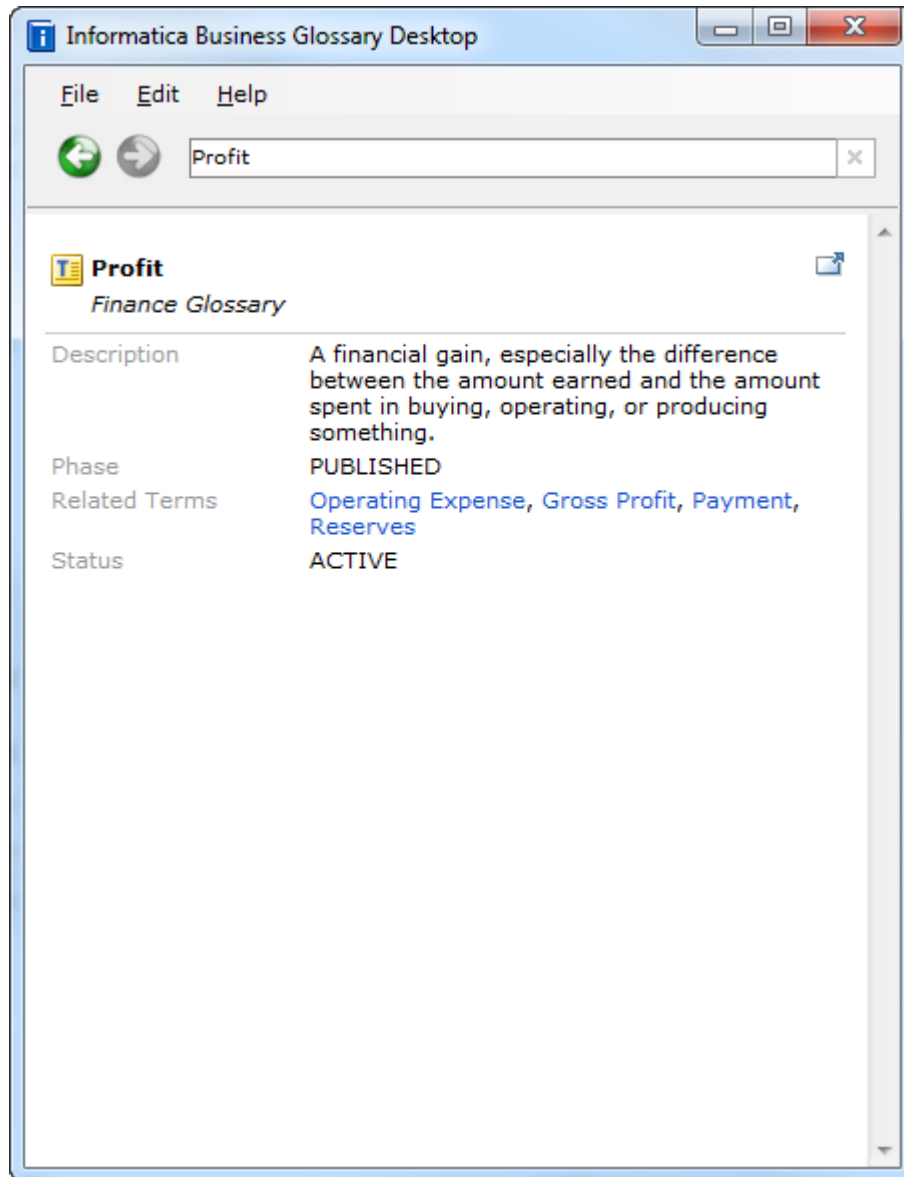
Complete the following steps to look up the meaning of Profit:

1. Highlight Profit in the spreadsheet.
2. Use a keyboard shortcut, such as `Ctrl+Shift+Q`, to start the Business Glossary Desktop and look up Profit.

3. The Business Glossary Desktop displays a list of business terms that match Profit. The following figure shows the Business Glossary Desktop with the search results:



4. Click the Profit business term from the list of search results to view its details. The following figure shows the business term details:



CHAPTER 2

Business Glossary Desktop Configuration

This chapter includes the following topics:

- [Business Glossary Desktop Configuration Overview, 10](#)
- [Server Settings Configuration, 10](#)
- [Configuring Preferences, 12](#)
- [Configuring a Keyboard Shortcut, 13](#)

Business Glossary Desktop Configuration Overview

The Business Glossary Desktop appears as a client on the Windows system menu.

After you start the Business Glossary Desktop client, you can modify the server settings, preferences and set up keyboard shortcuts to configure Business Glossary Desktop.

Server Settings Configuration

Configure server settings to enable the Business Glossary Desktop Client to reference the business glossary on a machine that hosts the Analyst Service. The administrator provides you with the values you must enter in the server settings.

You can enter the following server settings:

Protocol

HTTP or HTTPS protocol.

Host

Host name of the machine on which the Analyst Service runs.

Port

Port number of the machine on which the Analyst Service runs.

Domain

LDAP or Native security domain of the user.

Username

User name of the Analyst tool user.

Password

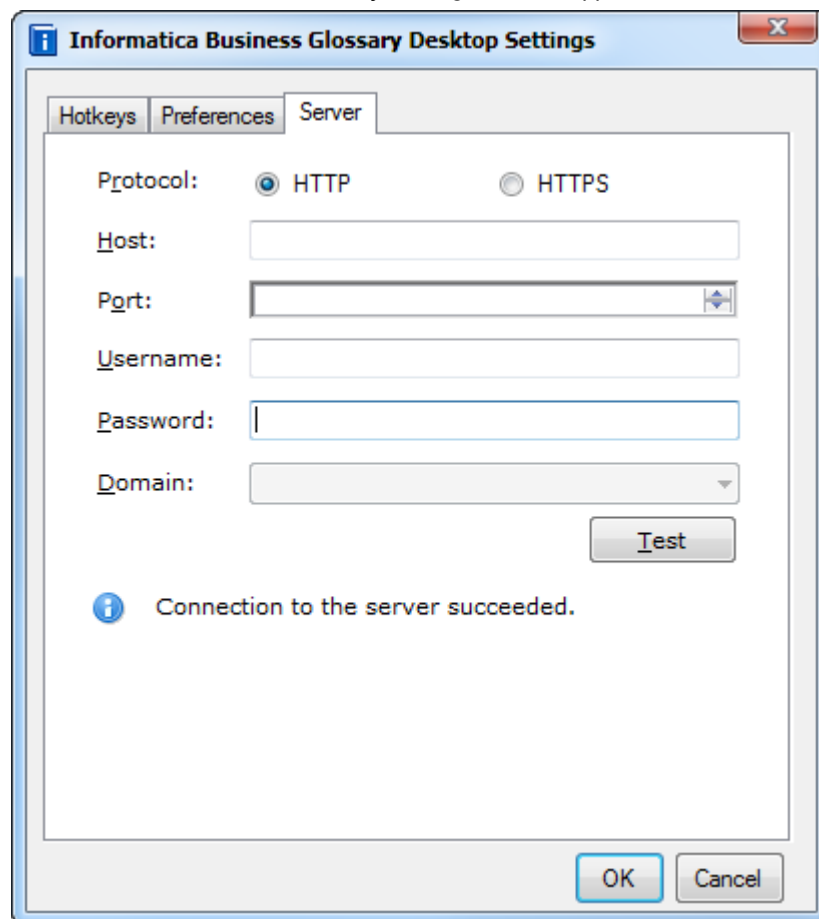
Password of the Analyst tool user.

Configuring Server Settings

Configure server settings to establish a connection to the business glossary on the machine on which the Analyst Service runs.

1. In the Business Glossary Desktop application, click **Edit > Settings**.

The **Informatica Business Glossary Settings** window appears.



The screenshot shows the 'Informatica Business Glossary Desktop Settings' window with the 'Server' tab selected. The window has three tabs: 'Hotkeys', 'Preferences', and 'Server'. The 'Server' tab contains the following fields and controls:

- Protocol:** Two radio buttons, 'HTTP' (selected) and 'HTTPS'.
- Host:** A text input field.
- Port:** A text input field with a spinner control on the right.
- Username:** A text input field.
- Password:** A text input field.
- Domain:** A dropdown menu.
- Test:** A button to test the connection.
- Status:** A message area showing 'Connection to the server succeeded.' with an information icon.
- Buttons:** 'OK' and 'Cancel' buttons at the bottom right.

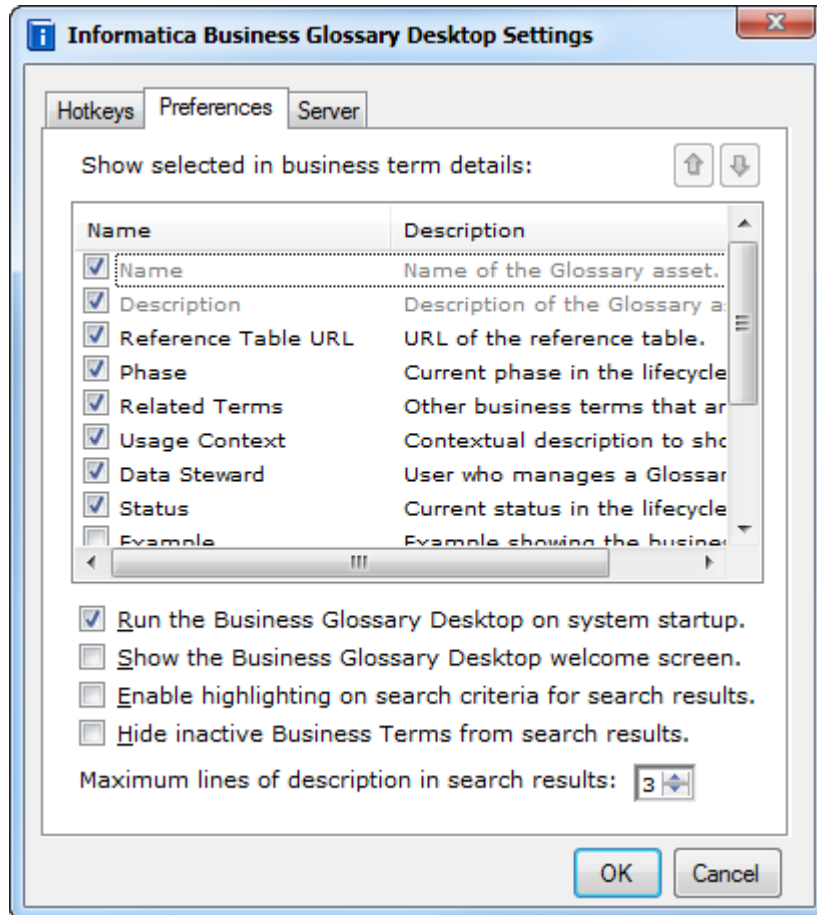
2. Click the **Server** tab.
3. Enter the server settings.
4. Click **Test** to test the connection to the business glossary.
5. Click **OK**.

Configuring Preferences

You can configure preferences to select business term properties and client display settings.

1. Click **Edit > Settings**.

The **Informatica Business Glossary Desktop Settings** window appears.



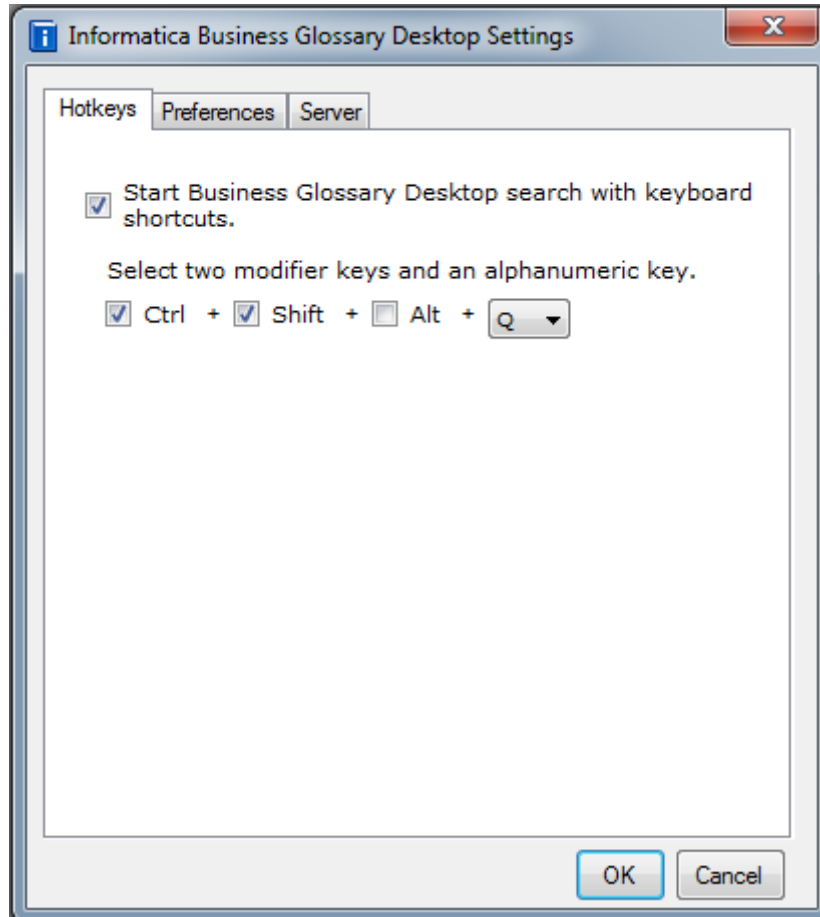
2. Click the **Preferences** tab.
3. Select the required preferences for the client, and click **OK**.

Configuring a Keyboard Shortcut

You can set up a keyboard shortcut to launch the Business Glossary Desktop client from any application. The keyboard shortcut key combination must be unique.

1. Click **Edit > Settings**.

The **Informatica Business Glossary Desktop Settings** window appears.



2. Click the **Hotkeys** tab.
3. Keep the default option to start the business glossary search with keyboard keys.
4. Select two modifier keys and an alphanumeric key.
5. Click **OK**.

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