

N

na *abbreviation* in Internet addresses, the top-level domain for Namibia

name catalogue /'neɪm ˌkætəlɒɡ/ *noun* a catalogue arranged alphabetically by the names of people or places

name entry /'neɪm ˌentri/ *noun* an index entry under the name of a person, place or institution

name plate /'neɪm pleɪt/ *noun* a small sign on or next to a door showing the name of the person or company who works in that room or building

narrative /'nærətɪv/ *noun* a story or poem which gives an account of a series of events ■ *adjective* told as a story

narrow term /'nærəʊ tɜ:m/ *noun* an indexing term to indicate a specific field which is a subsection of a broader field

NASA /'næsə/ *noun* a US government organisation concerned with space exploration and development ○ *The NASA database contains space travel information, and can be accessed through the Internet.* Full form **National Aeronautics and Space Administration**

national /'næʃ(ə)nəl/ *adjective* belonging to one's own country

national archive /,næʃ(ə)nəl 'ɑ:kɑɪv/ *noun* a storage library for keeping records of national importance

National Book Council /,næʃ(ə)nəl 'bʊk ˌkaʊns(ə)l/ *noun* an Australian organisation founded to bring together and support all who have an interest in books whether personal, commercial or educational

National Certificate /,næʃ(ə)nəl sə 'tɪfɪkət/ *noun* EDUC full form of **NC**

National Curriculum /,næʃ(ə)nəl ˌkrɪmɪn(ə)l kə'rɪkjʊləm/ *noun* the curriculum for pupils aged 5 to 16 taught in state schools in England and Wales

COMMENT: The National Curriculum is made up of three 'core' subjects, English, maths and science, and seven 'foundation' subjects, art, design and technology, geography, history, music, physical education and a foreign language.

National Diploma /,næʃ(ə)nəl dɪ 'pləʊmə/ *noun* EDUC full form of **ND**

National Discography /,næʃ(ə)nəl dɪsk'ɒɡrəfi/ *noun* a central online database of all commercially recorded audio materials

National Educational Resources Information Services /,næʃ(ə)nəl ˌedʒʊkeɪʃ(ə)nəl rɪ ˌzɔ:sɪz ˌɪnfə'meɪʃ(ə)n ˌsɜ:vɪsɪz/ *noun* a database of educational and curriculum information. Abbr **NERIS**

National Federation of Abstracting and Indexing Services *noun* an American-based confederation of all the major abstracting and indexing services. Abbr **NFAIS**

National Foundation for Educational Research /,næʃ(ə)nəl ˌfaʊndeɪʃ(ə)n fər ˌedʒʊkeɪʃ(ə)nəl rɪ ˌsɜ:tʃ/ *noun* a government-funded body in the UK which undertakes research into school education. Abbr **NFER**

National Health Service /,næʃ(ə)nəl 'helθ ˌsɜ:vɪs/ *noun* a system of public healthcare which operates in the UK. Abbr **NHS**

National Information Standards Organisation /,næʃ(ə)nəl

ˌɪnfəmeɪʃ(ə)n 'stændədʒ
ˌɔːgənəɪzɪʃ(ə)n/ *noun* a US organisation which develops and publishes standards for information management. Abbr **NISA**

National Information Systems
/ˌnæʃ(ə)nəl ˌɪnfə'meɪʃ(ə)n ˌsɪstəmz/
noun an international body under the guidance of UNESCO which encourages the standardisation of information services for all categories of users. Abbr **NATIS**

national library /ˌnæʃ(ə)nəl 'laɪbrəri/ *noun* a government-funded library which holds copies of all books published in that country

National Library for the Blind
/ˌnæʃ(ə)nəl ˌlaɪbrəri fə ðə 'blaɪnd/
noun the principal source in Britain of materials published in Braille and Moon

National Library of Australia
/ˌnæʃ(ə)nəl ˌlaɪbrəri əv ɒs'treɪliə/
noun the national library of Australia, in Canberra, established as an independent institution by an Act of Parliament in 1960. It was founded in 1901 as part of the Commonwealth Parliamentary Library.

National Library of Canada
/ˌnæʃ(ə)nəl ˌlaɪbrəri əv 'kænədə/
noun the national library of Canada, founded in Ottawa in 1953

National Library of New Zealand
/ˌnæʃ(ə)nəl ˌlaɪbrəri əv njuː 'ziːlənd/
noun the national library of New Zealand, in Wellington, created in 1966 by combining the collections of the General Assembly Library, the Alexander Turnbull Library and the National Library Service

National Library of Scotland
/ˌnæʃ(ə)nəl ˌlaɪbrəri əv 'skɒtlənd/
noun the national library of Scotland, situated in Edinburgh and founded in 1925, having as its core the much older Library of the Faculty of Advocates. It is Scotland's only copyright deposit library.

National Library of Wales
/ˌnæʃ(ə)nəl ˌlaɪbrəri əv 'weɪlz/
noun the national library of Wales, situated in Aberystwyth in Ceredigion and

founded by royal charter in 1907. It is Wales's only copyright deposit library.

national media /'næʃ(ə)nəl ˌmiːdiə/
noun the nationally distributed or marketed broadcast and print products of a country, e.g. major newspapers and television programming

national press /ˌnæʃ(ə)nəl 'pres/
noun newspapers which cover more general news and are sold in all parts of the country

National Record Office
/ˌnæʃ(ə)nəl 'rekɔːd ˌɒfɪs/ *noun* a store in the UK of non-current and semi-current government records which have restricted access for 30 years

National Register of Archives
/ˌnæʃ(ə)nəl ˌredʒɪstə əv 'ɑːkɪvz/
noun a collection of lists of holdings of historical documents in private collections, libraries and record offices

National Sound Archive (UK)
/ˌnæʃ(ə)nəl 'saʊnd ˌɑːkɪv/
noun a collection formed by a merger in 1983 of the British Institute of Recorded Sound and the British Library sound archive

national statistics /ˌnæʃ(ə)nəl stə 'tɪstɪks/ *plural noun* government-produced facts and figures about various aspects of national life ○ *There is a quarterly government publication of national statistics called Social Trends.*

National Union Catalogue
/ˌnæʃ(ə)nəl 'juːniən ˌkætəlɒg/ *noun* a cumulative author list of holdings in the USA, catalogued using Library of Congress printed cards

National Vocational Qualification
/ˌnæʃ(ə)nəl vɒʊˌkeɪʃ(ə)n(ə)l ˌkwɒlɪfɪ'keɪʃ(ə)n/ *noun* a certificate which can be gained in the UK after following a work-based course of post-school training in a specific skill. Abbr **NVQ**

NATIS /'nætɪs/ *abbreviation* National Information Systems

native speaker /ˌneɪtɪv 'spiːkə/
noun a person who speaks a language as a mother tongue. Abbr **NS**

NATLL *abbreviation* National Association of Toy and Leisure Libraries

natural language /ˌnætʃ(ə)rəl 'læŋgwɪdʒ/ *noun* a language that is used and understood by humans

natural language processing /ˌnætʃ(ə)rəl 'læŋgwɪdʒ ˌprəʊsesɪŋ/ *noun* the branch of computational linguistics concerned with the use of artificial intelligence to process natural languages, as in machine translation. Abbr **NLP**

navigable /'nævɪgəb(ə)l/ *adjective* relating to a website that is designed to enable the user to move between or through sections by clicking on usually highlighted computer links

navigate /'nævɪgeɪt/ *verb* to move between the different areas of a website by using the links provided in it

NBA *abbreviation* Net Book Agreement

nc *abbreviation* in Internet addresses, the top-level domain for New Caledonia

NC *noun* a UK qualification in a vocational subject that is roughly equivalent to a GCSE. Full form **National Certificate**

ND *noun* 1. used in publishers' reports to indicate that it is not known when a book will be in stock. Full form **no date**

2. a UK vocational qualification that is roughly equivalent to two A levels. Full form **National Diploma**

n.d. *abbreviation* an abbreviation used to indicate that the date of publication is not known. Full form **no date**

ne *abbreviation* in Internet addresses, the top-level domain for Niger

needs /niːdz/ *plural noun* what people require in order to do what they want to do ○ *A library must cater for all its users' needs.*

need to know /ˌniːd tə 'nəʊ/ *phrase* relating to a basic security principle which restricts access to classified materials to essential users

negative /'negətɪv/ *noun* a developed film in which the colour tones are reversed and used to produce a positive print

negative feedback /ˌnegətɪv 'fiːdbæk/ *noun* comments which indicate that what has been proposed, done or made is not liked by the customers

negotiated environment /nɪ ˌɡəʊʃieɪtɪd ɪnˈvaɪənmənt/ *noun* working conditions agreed between employer and employee

negotiation /nɪ.ɡəʊʃi'eɪʃ(ə)n/ *noun* discussions between people who have different viewpoints in which they try to reach an agreement

NERIS /'nerɪs/ *abbreviation* National Educational Resources Information Services

net /net/ *adjective* relating to a final amount when everything has been deducted ○ *a net profit*

Net /net/ *noun* • **Internet**

Net Book Agreement /ˌnet 'bʊk ə ˌɡriːmənt/ *noun* formerly, the agreement between publishers and booksellers that books would be sold at an agreed price with no discounting allowed – abandoned in 1995/6. Abbr **NBA**

netlag /'netlæɡ/ *noun* a temporary loss of contact between an Internet user and a server, usually caused by network delays

netsearch /'netsɜːtʃ/ *noun* a program that allows the user to search for information on the Internet

net weight /ˌnet 'weɪt/ *noun* the weight of something after the packaging has been deducted

network /'netwɜːk/ *noun* a large number of people, organisations or machines that work together as a system ■ *verb* to join computers together so that they work as a system

networked system /ˌnetwɜːkt 'sɪstəm/ *noun* a system in which several computers are linked together so that they all draw on the same database

Network Information System /ˌnetwɜːk ɪnfə'meɪʃ(ə)n ˌsɪstəm/ *noun* an electronic 'Yellow Pages' on the Internet. Abbr **NIS**

networking /'netwɜːkɪŋ/ *noun* the act of linking computers so that users can exchange information or share access to a central store of information

neurocomputer /'njuərəʊkəm ˌpjuːtə/ *noun* a computer designed to imitate the human brain's ability to

identify patterns, learn by trial and error, and find relationships in information

new acquisitions /ˌnju: ˌækwɪ'zɪʃ(ə)nəl/ *plural noun* new books which have been acquired by a library

new book number /ˌnju: 'bʊk ˌnʌmbə/ *noun* a temporary number assigned to a book which is required for borrowing before it is processed fully

new edition /ˌnju: ɪ'dɪʃ(ə)nəl/ *noun* a book that has recently been reprinted with some updating and changes

new media /ˌnju: 'mi:diə/ *noun* same as **e-media**

New Opportunities Fund /ˌnju: ˌɒpə'tju:ntɪz ˌfʌnd/ *noun* a fund of money raised by the National Lottery which is distributed to good causes, such as the training of librarians and information managers and the digitisation of information resources. Abbr **NOF**

news /nju:z/ *noun* information about things that have happened ○ *The business news is in the central pages of the paper.* ○ *Financial markets were shocked by the news of the devaluation.*

newsgroup /ˌnju:z,gru:p/ *noun* a feature of the Internet that provides free-for-all discussion forums

newsletter /ˌnju:zletə/ *noun* a brief publication issued by an organisation to its members with internal news and information

newspaper /ˌnju:zpeɪpə/ *noun* a daily or weekly publication consisting of a number of large sheets of folded cheap paper containing printed news articles and pictures

newspaper cutting /ˌnju:zpeɪpə ˌkʌtɪŋ/ *noun* an article on a specific subject cut out of a newspaper page

newspaper index /ˌnju:zpeɪpə ˌɪndeks/ *noun* an index to articles in past copies of newspapers, now usually held on a database, which can be accessed by keyword searching

NEWSPLAN /ˌnju:zplæn/ *noun* a programme by the British Library to preserve British local newspapers in microfilm format

newsprint /ˌnju:zprɪnt/ *noun* cheap paper on which newspapers and magazines are printed

newsreader /ˌnju:zri:də/ *noun* a computer program that allows somebody to read and post messages to Internet newsgroups

news-sheet /ˌnju:z ʃi:t/ *noun* a small newspaper, with only a few pages, giving information and news to a limited number of people

newswire /ˌnju:zwaɪə/ *noun* an Internet service providing the latest information on current events

newsworthy /ˌnju:zwɜ:ði/ *adjective* considered to be important enough to be reported as news by the media

new technology /ˌnju: tek'nɒlədʒi/ *noun* electronic communication machines that have been recently invented

next /nekst/ *adjective* coming immediately after the present one

nf *abbreviation* in Internet addresses, the top-level domain for Norfolk Island

NFAIS *abbreviation* National Federation of Abstracting and Indexing Services

NFER *abbreviation* National Foundation for Educational Research

ng *abbreviation* in Internet addresses, the top-level domain for Nigeria

NHS *abbreviation* National Health Service

ni *abbreviation* in Internet addresses, the top-level domain for Nicaragua

niche /ni:ʃ/ *noun* an area in business which exactly fits the needs of a specialised group ○ *They found a niche in the market for their product so it sold well.*

nickname /ˌnikneɪm/ *noun* an alphabetical list of frequently used names on e-mail, giving the corresponding full and official names and easy access to addresses

niger morocco /ˌnaɪdʒə məˌrɒkəʊ/ *noun* good quality African leather, used for bindings

nil response /ˌnɪl rɪˌspɒns/ *noun* a reply to a survey question which indicates that there is nothing to record. Compare **non response**

NIS *abbreviation* Network Information System

NISA *abbreviation* National Information Standards Organisation

nl *abbreviation* in Internet addresses, the top-level domain for Netherlands

NLP *abbreviation* natural language programming

NNS *abbreviation* non-native speaker

no *abbreviation* in Internet addresses, the top-level domain for Norway

Nobel prize /nəʊ,bel 'praɪz/ *noun* an annual international prize for excellence awarded in various different fields, e.g. literature, science and peace work

node /nəʊd/ *noun* a piece of data in a database which has more than one link from it to other pieces of data

NOF *abbreviation* New Opportunities Fund

noise /nɔɪz/ *noun* **1.** electronic interference in an online search resulting in responses that are not useful **2.** an electronic signal present in addition to the wanted signal, resulting in noisy interference

nom de plume /,nɒm də 'plu:m/ *noun* an assumed name used by a writer for professional purposes

non- /nɒn/ *prefix* not

non-book /'nɒn bʊk/ *adjective* not in the form of a book, or consisting of things other than books, e.g. as video tapes ○ *non-book media*

non-bookshop outlets *plural noun* places which are not bookshops but which sell books, such as supermarkets

non-current record /,nɒn ˌkʌrənt 'rekɔ:d/ *noun* a record which is no longer required for current business and so is assessed for storage or destruction

nondigital /nɒn'dɪdʒɪt(ə)l/ *adjective* not processing, operating on, storing, transmitting, representing, or displaying data in the form of numerical digits, as a digital computer does

non-essential record /,nɒn ɪ ˌsenʃ(ə)l 'rekɔ:d/ *noun* information that is additional to the essential facts

nonfiction /nɒn'fɪkʃ(ə)n/ *noun* writings that convey factual information rather than an imaginary story

non-native speaker /,nɒn ˌneɪtɪv 'spi:kə/ *noun* a person who speaks a language after having learned it as a second or subsequent language later in life. Abbr **NNS**

non-numeric /,nɒn nju:'merɪk/ *adjective* expressed in letters or words

non-paper record /,nɒn 'peɪpə ˌrekɔ:d/ *noun* a record kept in electronic format

'Since the advent of non-paper records, there has been a continuing controversy as to the merits of retaining a paper original after it has been reduced to some non-paper format. Originally, this controversy revolved around the relative merits of paper versus microfilm, but lately, the context has changed to paper versus images.'

[*Records Management Quarterly*]

non-preferred terms /,nɒn prɪ ˌfɜ:d 'tɜ:mz/ *plural noun* an indexing term for sub-headings

nonreader /nɒn'ri:də/ *noun* somebody who does not or cannot read, especially a child who has difficulty in learning to read

non response /'nɒn rɪˌspɒns/ *noun* a reply to a survey question which indicates that the question was not answered. Compare **nil response**

nonspecialist /nɒn'speʃ(ə)lɪst/ *noun* a person who is not qualified or expert in a specific occupation or field of study, though perhaps having a wide range of knowledge

non-verbal communication /,nɒn ˌvɜ:b(ə)l kəˌmju:nɪˌkeɪʃ(ə)n/ *noun* messages that are given by the use of body language rather than words

norm /nɔ:m/ *noun* an average standard by which other behaviour can be judged

normal distribution /,nɔ:m(ə)l ˌdɪstrɪ'bju:ʃ(ə)n/ *noun* a statistical term indicating that the majority of results will appear towards the centre of a graph with smaller amounts towards the top and bottom

notation /nəʊ'teɪʃ(ə)n/ *noun* a system of symbols used to express concepts like music or mathematics

note /nəʊt/ *noun* additional information in a catalogue or bibliography

notice /'nəʊtɪs/ *noun* a written announcement displayed so that everyone can read it ■ *verb* to become aware of something

noticeboard /'nəʊtɪsbɔ:d/ *noun* a board fixed to a wall so that information can be displayed for people to read

novel /'nɒv(ə)l/ *noun* a long fiction narrative story

novella /nə'velə/, **novelle** /,nɒvə'let/ *noun* a short novel

novice user /,nɒvɪs 'ju:zə/ *noun* a person who has little or no previous experience of using a system

np *abbreviation* in Internet addresses, the top-level domain for Nepal

n.p. *abbreviation* **1.** new paragraph **2.** no place of publication **3.** no price **4.** no printer's name

nr *abbreviation* in Internet addresses, the top-level domain for Nauru

NS *abbreviation* native speaker

NTBL *abbreviation* Nuffield Talking Book Library for the Blind

nu *abbreviation* in Internet addresses, the top-level domain for Niue

Nuffield Talking Book Library for the Blind /,nʌfi:ld ,tɔ:kɪŋ bʊk ,laɪbrəri fə ðə 'blaɪnd/ *noun* the headquarters library of the British Talking Book Service for the Blind, based in Middlesex. Abbr **NTBL**

number /'nʌmbə/ *verb* to place the call number or the charging symbol on or in a book ■ *noun* a symbol representing quantity, e.g. 1, 20, 64, 103 (NOTE: It is also written **no.:** *no.* 15. The plural is **nos.:** *nos.* 2–20.)

numbered edition /'nʌmbəd ɪ ,dɪʃ(ə)n/ *noun* a limited edition where each copy has a number written in it

numeracy /'nju:m(ə)rəsi/ *noun* a competence in the mathematical skills needed to cope with everyday life and an understanding of information presented mathematically, e.g. in graphs or tables

numerate /'nju:m(ə)rət/ *adjective* able to calculate using numbers

'Half of all new recruits come straight from university; 30 per cent from business schools; and 20 per cent from existing jobs, where blue-chip experience is essential. Successful candidates must be numerate, able to tackle problems logically, have great communication skills and possess a spirit of entrepreneurship.' [*The Times*]

numeric /nju:'merɪk/, **numerical** /nju:'merɪk(ə)/ *adjective* using numbers

numeric classification system /nju:,merɪk ,klæsɪfɪ'keɪʃ(ə)n ,sɪstəm/ *noun* a system of organising information for retrieval by using numbers in sequence

numeric data /nju:,merɪk 'deɪtə/ *noun* data in the form of figures

numeric keypad /nju:,merɪk 'ki:pæd/ *noun* part of a computer keyboard which is a programmable set of numbered keys

NVQ *abbreviation* National Vocational Qualification

NYP *abbreviation* a publisher's report to a bookseller who has tried to order a book that has not been published. Full form **not yet published**

nz *abbreviation* in Internet addresses, the top-level domain for New Zealand