

HFT Stuttgart Library

Tutorial for database research

Perinorm

Database description

Perinorm records about 1.100.000 documents containing information on standards of 23 countries (e.g. ANSI, DIN, ISO), technical rules, German legal regulations for technical issues and valid EU directives. Many full texts are available through the library license.

The database is updated monthly and records documents in three languages: German, English and French.

General pointers

Truncation and wildcards

The wildcard characters for Perinorm are the asterisk (*) and the question mark (?).

The question mark substitutes exactly one character, the asterisk can substitute a variable number of characters.

Examples: `manage?` finds "manager", "manages" etc.
 `manag*` finds "management", "managing" etc.
 `comm?n*r` finds "communicator", "commander", etc.

→ *Perinorm does not support search terms that use a wildcard as first **and** last character, e.g. *bridge*.*

Operators

- **UND** `management UND finances UND sustainability` finds only documents containing **all three** search terms.
- **ODER** `physics ODER engineering` finds documents containing **at least one** of the search terms.
- **OHNE** `maths OHNE accounting` finds documents containing the first search terms **while excluding** those containing the second search term.

Phrase Search

To find documents containing several words in a certain order, use **quotation marks**, e.g. "law of nature".

→ *Truncation, operators and phrase search can be combined.*

Features of Perinorm

Language

While data is recorded with English and French abstracts and descriptors, **full texts** are only available in **German**.

License terms

When accessing the database from the library homepage, you will first encounter license terms. In order to continue to the database interface, you have to accept these terms by clicking "Ich akzeptiere die Bedingungen".

➔ *A translation of the license terms is available at the end of this document.*

Restrictions


Some functions for searching, marking and exporting data are not available for library users. You cannot bookmark results or save search criteria, export citations or use any of the features labeled "Records with or without user data". Furthermore, you cannot search within company standards.

Please note that while you are researching, you are virtually working on a computer in Freiburg. This means that loading data may take longer than you are used to. Please be patient.

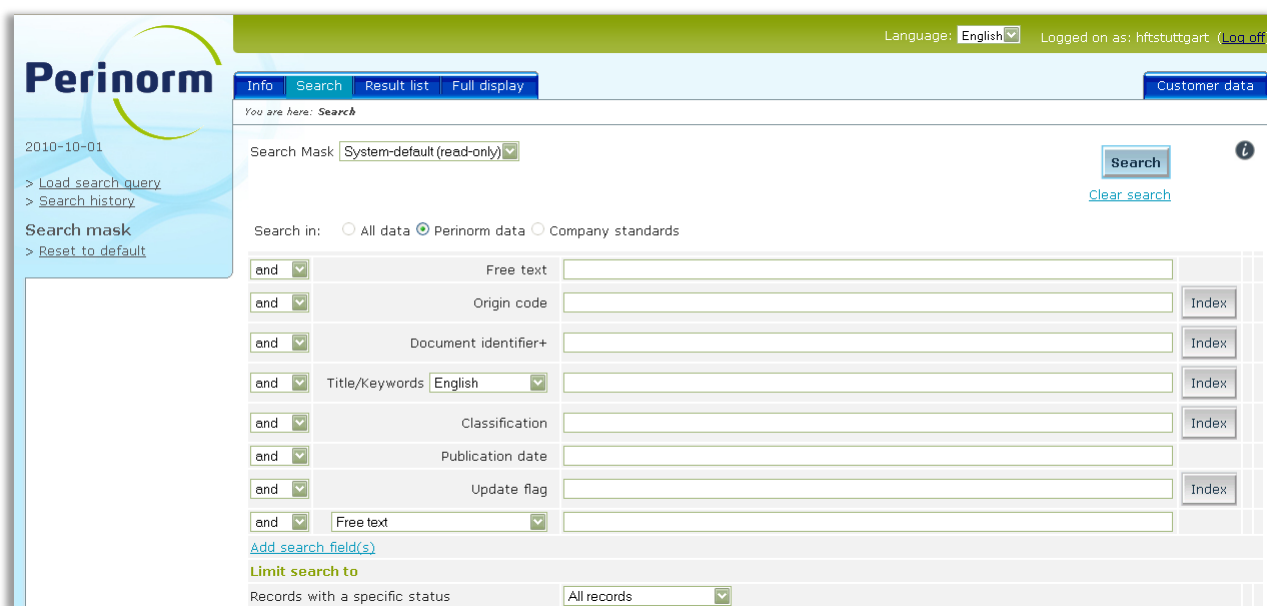
Navigation

Using your browser's navigation may cause errors. Use the integrated navigation (blue bar) to switch between search form, result list and full display.

User Guide

Perinorm provides a detailed guide. You can view / download this guide as a PDF file by clicking the symbol  available on every page at the top right corner. However, it also explains unavailable functions (see „Restrictions“).

Search form



The screenshot shows the Perinorm search form. At the top, there is a green bar with 'Language: English' and 'Logged on as: hftstuttgart (Log off)'. Below this is a blue navigation bar with 'Info', 'Search', 'Result list', and 'Full display' tabs. The main search area has a 'Search Mask' dropdown set to 'System-default (read-only)'. Below that, there are radio buttons for 'Search in: All data', 'Perinorm data' (selected), and 'Company standards'. The search criteria are listed in a table with 'end' dropdowns and 'Index' buttons:

Field	Type	Index
Free text	Free text	Index
Origin code	Origin code	Index
Document identifier+	Document identifier+	Index
Title/Keywords	English	Index
Classification	Classification	Index
Publication date	Publication date	Index
Update flag	Update flag	Index
Free text	Free text	Index

At the bottom, there is a 'Limit search to' section with a dropdown set to 'All records'.

By default, the search form appears in German. You can switch languages using the drop-down menu in the green bar at the top of the site labeled "Sprache".

➔ *The part of the search form labeled "Records with or without user data" is not usable according to this library's license restrictions. If you choose any of these criteria, your search will most likely yield no results.*

Index

The button "Index" next to many search fields provides (parts of) standardized / recommended descriptors relevant to the respective data field.

Enter the first letter(s) of your desired search term into "Position on" to list index entries starting with your query.

When you click on one of the suggested terms, the textbox at the bottom of the index window shows you what will be entered into the search form. You can combine several terms: choose your desired operator first, then click the items you wish to combine. If you don't choose an operator, the items you click will automatically be joined using the operator "OR", meaning that documents containing any of the chosen terms will be found.

By using the drop-down menus to the right you can combine the content of the various search fields to in- or exclude certain criteria (see above: "General pointers" -> "Operators"). You may also enter operators manually into the textboxes.

By default, the form displays the most important data fields. These are usually sufficient for a successful search. If needed, you can choose from a large number of other data fields in the last row of this part of the form, represented by a drop-down menu with the default setting "Free text". To add more than one self-defined search field, click the link below.

- **Free text:** search within multiple relevant data fields. May yield more results, but is less precise.
- **Origin code:** Search for standards of particular countries. If you enter more than one code, combine them with "ODER" or "OHNE", since usually exactly one country is allocated to a text and multiple entries are automatically combined with the "UND" operator, likely yielding no results. Consult the index for a list of origin codes.
- **Document identifier+:** Uniquely defines a text within Perinorm. Similar to an ISBN or ISSN.
- **Title/Keywords:** Apart from what the label suggests, this field also searches your query in the abstract of a text.
- **Classification:** standards are filed within a system of subjects, the so-called classification. Use this search field to search for texts concerning a specific subject area. Consult the index. It shows the classification similar to the filing structure of Windows: Clicking the icon "+" opens the sub-structure.
- **Publication date:** enter dates in the format YYYY-MM-DD, e.g. 2001-01-24. 2001-01 searches for all documents published in January of 2001, 2001 for documents published throughout 2001. You cannot use wildcards in this field. However, you can combine more than one date with operators.
- **Update flag:** This search field does not use dates but status flags. The index lists and describes all of them.
- **Records with a specific status:** Find currently valid or withdrawn documents or exclude historical records.

If you return to this form from having already performed a search, you have the option of combining said search with your new search criteria. A yellow box at the end of the form lets you choose an operator to combine the queries with.

Result list

Structure






The screenshot shows a search interface with a results table. Annotations are as follows:

- Link to full text:** Points to the star icon in the first column of the results table.
- Document identifier:** Points to the document ID (e.g., DIN 1056) in the second column.
- Title:** Points to the title of the document in the third column.

Link to full text	Document identifier	Title
<input type="checkbox"/>	DIN 1056	Solid construction, free-standing chimneys - Brick liners - Calculation and design
<input type="checkbox"/>	DIN EN 13084-1	Free-standing chimneys - Part 1: General requirements; German version EN 13084-1:2007
<input type="checkbox"/>	DIN EN 13084-2	Free-standing chimneys - Part 2: Technical specifications; German version EN 13084-2:2007

To the left of the list you can **refine your results** by either searching within your results or using one of the recommended filters below. The numbers in brackets show how many results you will get by clicking one of the linked criteria.

Symbols

-  Direct link to full text (where applicable): Download as PDF file.
-  Opens a preview of the full display.
-  The document is a draft.
-  The document was withdrawn.
-  **Not available** (would mark the result as favorite).

The previews shows details of the full display in condensed form to let you decide quickly if the document comprises the content you were looking for.

To open the full display, click on the document identifier.



Full display

This view contains all bibliographic and categorizing elements of the result. The abstract provides a summary of the document's content.

Some data is linked: "Replaces" and "Replaced by" as well as "History of versions" lets you browse the development stages of a specific standard. Links in the field "Committee reference" lead to the website of institutions responsible for the document.

In the left column, labeled "Shared full texts", you can download the document as a PDF file (if applicable).

Related Links

-  [Access database](#) (from computers on the HFT campus or via VPN)
-  [Glossary](#) of specific terms

Translation of the license terms

License terms Perinorm, DIN-standards and VDI-guidelines

Please note the following instructions for using DIN standards:

The German Institute for Standardization (DIN) allows providing institutions and their authorized users a non-exclusive legal right of use for the electronic collection of standards.

- Authorized users, in accordance with the licensing agreement, are university staff, assistant and visiting lecturers (for the duration of their teaching assignment / stay), other members of the university, students and library users.
- Authorized users are allowed to research for their personal use and copy a selection of researched data into working memory.
- Authorized users may only save data permanently for their own scientific use and may make printed copies of this data.
- Any distribution of this data not covered by German copyright law, in whole or in part - whether by means of an electronic data storage medium, via data transmission or as paper copies - as well as providing access to the saved data to a third party and commercial information brokerage are not permitted.
- Authorized users may reproduce individual content of the standard collection regarding courses organized by them in order to plan and perform lectures, tutorials and other trainings.

Please note: Updates of Perinorm and the NormCD are not released before the 15th of a month, i.e. the June issue is released June 15th at the earliest.