**Rapporteurs: Notes for Guidance**

Thank you for agreeing to act as rapporteur for your break-out group. When I come to include your glossary in the next MedNet *Newsletter*, it will help me if you follow these few simple instructions:

* Use the grid below as a template for your terminology list. For each entry, please include line number, source term and target language translation. Feel free to insert additional rows as you build your glossary – there are no restrictions on length!
* It’s entirely up to you whether you alphabetise your glossary by source language term or simply list terms in order of occurrence in the text. Whatever you decide, please include the line number.
* If there was no consensus on how to handle a particular term, by all means include the various suggestions (briefly summarising the discussion and citing resources to support different points of view).
* Once you’ve completed your glossary – and my advice is that you work on it while the workshop is still fresh in your mind – please e-mail it to me at: [davidbeattie.crossword@gmail.com](mailto:davidbeattie.crossword@gmail.com)

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| **Line** | **[Source Language]** | **[Target Language]** | **Comments/ reasons for translation choices** |
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