

Tutorial:Table title guidelines - standard items

Statistics Explained

This tutorial provides Eurostat's domain managers with lists of terms that can be included in tables' and datasets' titles, in three languages.

Geographical items

.	English	French	German	Note
EU aggregates	euro area	zone euro	Euroraum	.
.	EU, EA20 etc.	EU, EA20	EU, EA20	in titles
.	EU, EA-20 etc.	EU, EA-20	EU, EA-20	in publications
.	Member State(s)	État(s) membre(s)	Mitgliedstaat(en)	.
Regions	by NUTS 2 regions	par région NUTS 2	nach NUTS-2-Regionen	.
.	by metropolitan regions	par région métropolitaine	nach Metropolregionen	.
.	by urban-rural typology	par typologie urbaine-rurale	nach der Typologie städtischer/ländlicher Räume	.
.	by degree of urbanisation	par degré d'urbanisation	nach Verstärterungsgrad	.
.	at territorial level	au niveau territorial	auf Gebietsebene	.

Time items

Selected breakdowns

NACE

COICOP

Units

People

Shares

Ratio

Numbers

Euro

Other quantitative units

Index

English	French	German
annual data	données annuelles	jährliche Daten
monthly data	données mensuelles	monatliche Daten
quarterly data	données trimestrielles	vierteljährliche Daten
daily data	données journalières	tägliche Daten
bi-annual data	données semestrielles	halbjährliche Daten
(from 2008 onwards)	(à partir de 2008)	(ab 2008)
(1998 - 2008)	(1998 - 2008)	(1998 - 2008)
(until 2008)	(jusqu'en 2008)	(bis 2008)
survey 2007	enquête 2007	Erhebung 2007

English	French	German
by sex	par sexe	nach Geschlecht
by citizenship	par nationalité	nach Staatsangehörigkeit
by age	par âge	nach Alter
by age group	par classe d'âge	nach Altersgruppe
by size class	par classe de taille	nach Größenklasse
by country of birth	par pays de naissance	nach Geburtsland
per year	par année	pro Jahr

English	French	German
NACE Rev. 2 activity	activité de la NACE Rév. 2	NACE Rev. 2 Tätigkeit
NACE Rev. 1.1 activity	activité de la NACE Rév. 1.1	NACE Rev. 1.1 Tätigkeit
NACE Rev. 2 activity (C, D, E-G)	activité de la NACE Rév. 2 (C, D, E-G)	NACE Rev. 2 Tätigkeit (C, D, E-G)
NACE Rev. 2 activity (B-S except O)	activité de la NACE Rév. 2 (B-S sauf O)	NACE Rev. 2 Tätigkeit (B-S ohne O)

English	French	German	Note/usage
by COICOP consumption purpose	par fonction de consommation COICOP	nach COICOP Verwendungszweck	No reference to COICOP level or digit should be indicated in titles, with the exception of datasets/tables that have the same titles and differ only for the COICOP level/digit.

Type of concept	English	French	German
General	persons	personnes	Personen
Location	inhabitants	habitants	Einwohner
Function	ex: passengers, students, doctorates...	ex: passagers, étudiants, doctorants...	Beispiel: Passagiere, Studenten, Doktoranden...

Type of concept	English	French	German	Note /usage
Percentage	%	%	%	.
Percentage of sth.	% of GDP	% du PIB	% des BIP	do not write out in subtitles
.	% of gross national income (GNI)	% du revenu national brut (RNB)	% des Bruttonationaleinkommen (BNE)	use the abbreviation only if necessary (long titles)
.	% of live births	% des naissances vivantes	% der Lebendgeburten	.
.	% of gross electricity consumption	% de la consommation brute d'électricité	% des Bruttostromverbrauchs	.
.	growth rate (%)	taux de croissance (%)	Wachstumsrate (%)	to be used if reference period is clear
.	percentage change	variation en pourcentage	Prozentveränderung	.
.	percentage change on previous year (%)	variation par rapport à l'année précédente (%)	Veränderung gegenüber dem Vorjahr (%)	annual growth rate
.	percentage change on previous quarter (%)	variation par rapport au trimestre précédent (%)	Veränderung gegenüber dem vorhergehenden Quartal (%)	quarterly growth rate (Q/Q-1)
.	percentage change compared to corresponding quarter of the previous year (%)	variation comparée au trimestre correspondant de l'année précédente (%)	Veränderung gegenüber dem Vorjahresquartal (%)	Q/Q-4
.	percentage change on previous month (%)	variation par rapport au mois précédent (%)	Veränderung gegenüber dem Vormonat (%)	monthly growth rate (M/M-1)
.	percentage change compared to corresponding month of the previous year (%)	variation comparée au mois correspondant de l'année précédente (%)	Veränderung gegenüber dem Vorjahresmonat (%)	M/M-12

Type of concept	English	French	German	Note /usage
General	per thousand persons	par milliers de personnes	Je Tausend Personen	.
.	per million inhabitants	par million d'habitants	Je Million Einwohner	.
.	inhabitants per km ²	habitants par km ²	Einwohner je km ²	.
Precise concept	pupils per teacher	élèves par enseignant	Schüler pro Lehrer	.
.	EUR per litre	EUR par litre	EUR je Liter	.
.	oil equivalent in kg per thousand EUR of GDP	équivalent pétrole en kg par milliers de EUR du PIB	Ölequivalent in kg pro Tausend EUR des BIP	.
.	tonne of oil equivalent	tonne d'équivalent pétrole	Tonne Rohöleinheiten	do not use abbreviations: toe (EN), tep (FR), tRÖE (DE)
.	S80/S20 quintile ratio	rapport interquintile S80/S20	S80/S20 Verteilungsquintil	ratio between top and lowest quintile

Type of concept	English	French	German	Note /usage
.	thousand	milliers	Tausend	the figure '1 000' should not be used
.	millions	millions	Millionen	use abbreviations only if necessary: m (EN), Mio (FR), Mio. (DE)
.	billions	milliards	milliarden	use abbreviations only if necessary: bn(EN), Mrd (FR), Mrd. (DE)

Type of concept	English	French	German	Note /usage
Euro	EUR	EUR	EUR	abbreviation for euro
.	EUR/ECU	EUR/ECU	EUR/ECU	.
Written out	in euros	en euros	in Euro	.
Numbers + EUR	billion EUR	milliards d'EUR	Milliarden EUR	use abbreviations only if necessary: bn EUR (EN), Mrd EUR (FR), Mrd. EUR (DE)
.	million EUR	millions d'EUR	Millionen EUR	use abbreviations only if necessary: m EUR (EN), Mio EUR (FR), Mio. EUR (DE)
.	thousand EUR	milliers d'EUR	Tausend EUR	.
EUR-equivalent	purchasing power standards (PPS)	standards de pouvoir d'achat (SPA)	Kaufkraftstandards (KKS)	use abbreviations only if necessary

Type of concept	English	French	German	Note /usage
.	thousand full-time employees	milliers d'employés à temps plein	Tausend Vollzeitbeschäftigte	.
.	million passenger-km	millions de passagers-km	Millionen Personen-km	.
.	tonnes live weight	tonnes poids vif	Tonnen Lebendgewicht	.
.	CO2	CO2	CO2	Do not use subscript for '2'
.	seasonally adjusted	désaisonnalisés	Saisonbereinigt	write out
.	not seasonally adjusted	non désaisonnalisés	Nicht saisonbereinigt	write out

Type of concept	English	French	German	Note /usage
.	index	indice	Index	.
Index with reference period	index (EU = 100)	indice (EU = 100)	Index (EU = 100)	in titles; blanks before and after '='
.	index (EU = 100)	indice (EU = 100)	Index (EU = 100)	in publications; blanks before and after '='

Other items

General

English	French	German	Note/usage
GDP	PIB	BIP	not mandatory to spell it out
OECD	OCDE	OECD	not mandatory to spell it out
ESA 2010	SEC 2010	ESVG 2010	specification of the version of the European System of Accounts should be at the end of the title, after an hyphen; not mandatory to spell out the acronym
ESA 95	SEC 95	ESVG 95	specification of the version of the European System of Accounts should be at the end of the title, after an hyphen; not mandatory to spell out the acronym
(aggregated groups)	(groupes agrégés)	(zusammengefasste Gruppen)	use brackets
Main indicators	Indicateurs principaux	Hauptindikatoren	.

Age and age classes

For all statistics referring to a specific age/age classes and with the AGE dimension not reported in the structure definition of the dataset, this information should be included in the title.

Recommendations Two main cases have been identified:

- The observational unit to which the statistics refer is in the title

The age is inserted within parenthesis immediately after the observational unit as shown in the following examples:

Wrong : Active population, aged 15-64 - annual averages

Correct : Active population (aged 15 to 64) - annual averages

Other examples :

Long-term unemployment rate, % of active population (aged 15 to 74)

Employed persons (aged 15 and over) by professional status

- The observational unit to which the statistics refer is not in the title

The age is inserted along the observational unit and within parenthesis, at the end of the title.

Examples :

At-risk-of-poverty rate by broad group of citizenship (population aged 18 and over)

Transition of ability to make ends meet from childhood to current situation (population aged 25 to 59)

The age is always expressed as number.

Exceptions In case of ambiguity (ex: for children, where the number may refer either to years or to months), the indication of the time period should also be reported.

Example : At-risk-of poverty rate for children (aged 0 to 17 years) by citizenship of their parents

Multi-lingual definition/example

Observation unit	Example	English	French	German	Age group
Age < to a specific age	< 18	aged less than 18	agé de moins de 18	im Alter von unter 18	0-17
Age within a specific range	from 16 to 18, both included	aged 16 to 18	agé de 16 à 18	im Alter von 16 bis 18	16-18
Age ≥ to a specific age	≥ 18	aged 18 and over	agé de 18 et plus	im Alter von 18 und mehr	18-...

English	French	German	Note/usage
educational attainment level	niveau d'éducation atteint	Bildungsabschluss	No need to specify the ISCED version in the title

English	French	German	Note/usage
internet	internet	Internet	EN and FR: capital letter at the beginning of a sentence
e-commerce, e-government, e-banking, etc.	commerce électronique, administration en ligne, banque en ligne, etc.	E-Commerce, E-Government, E-Banking, etc.	EN: 'e' capital at the beginning of a sentence; the letter following the '.' is always small. FR: French terms are used in place of English terms. DE: always capital letter for 'E' and after '.'.

Educational attainment (ISCED)

Information society statistics (ISOC)

See also

- [Eurostat database - basic terminology](#)