**qua** abbreviation in Internet addresses, the top-level domain for Qatar

**quad** /kwɔːd/ noun a sheet of paper four times as large as a basic sheet

**qualification** /ˈkwɒlɪfɪkeɪʃn/ noun proof that a person has passed examinations or reached a particular level of skill

**qualifier** /ˈkwɒlɪfaɪər/ noun a word or phrase added to an index heading to differentiate it from other headings with the same spelling but different meaning

**qualitative research** /ˈkwɒlɪtɪtɪv rɪsərچ/ noun research which examines the quality of something rather than its quantity

**quantity** /ˈkwɒntɪti/ noun the amount or number of items

**quarter** /ˈkwɔːtər/ noun a fourth part of a whole

**quarter binding** /ˈkwɔːtər baʊndɪŋ/ noun a binding on a cased book, where the spine is covered with leather and the rest of the cover with paper

**quango** /ˈkwɒŋgoʊ/ noun an independent advisory body set up by the government, but having separate legal powers within a restricted area of activity

**quantify** /ˈkwɒntɪfaɪ/ verb to represent something in terms of figures so that it can be counted or measured

**quantitative research** /ˈkwɒntɪtɪtɪv rɪsərچ/ noun research that examines the effects of something by using numbers and statistics

**quantity** /ˈkwɒntɪti/ noun the amount or number of items

**qualified** /ˈkwɒlɪfaɪəd/ adjective denoting a book that is bound in one material, usually leather, on the spine and in another on the covers

**quarter day** /ˈkwɔːtər deɪ/ noun the last day of a quarter, every three months, when payments are due: Lady Day 25th March, Midsummer Day 24th June, Michaelmas 29th September, Christmas Day 25th December

**quarter leather binding** /ˈkwɔːtər lɛdər baʊndɪŋ/ noun a binding where the spine is covered with leather and the rest of the cover with paper

**quarterly** /ˈkwɔːtəlɪ/ noun anything that is issued or paid every three months
LibManagement.fm  Page 170  Monday, March 6, 2006  4:04 PM

quarto /ˈkwɔːtəʊ/ noun a size of book made by folding a standard sheet of paper twice, to make four leaves or an eight-page signature. Abbr 4o

quasi- /ˈkwɛziəʊ/ prefix used with adjectives or less frequently with nouns, to describe things which are very like other things but not actually the same

quasi-official /ˌkwɛziələˈfiʃəl/ adjective appearing to be official, but not really so

quasi-synonym /ˌkwɛziəˈsɪnənəm/ noun a word which appears to be similar in meaning to another, but actually is not

query /ˈkwɛri/ noun 1. a question, especially a note asking the author or editor to check the text 2. a question mark • verb to ask a question about something or to suggest that something may be wrong ○ The sub-editor has queried the date given in the index.

query facility /ˈkwɛri fəˈsɪləti/ noun a program, usually a database or retrieval system, that allows the user to ask questions and receive answers or access certain information according to the query

query language /ˈkwɛri ,ˈkwɛri ləŋɡwɪdʒ/ noun a computer programming language in a database management system which allows a search to be done quickly and easily

question /ˈkwɛstʃən/ verb 1. to ask somebody a lot of questions 2. to imply doubt about the truth of something

question mark /ˈkwɛstʃən mɑrk/ noun a punctuation mark (?) used to show that a question is being asked

questionnaire /ˈkwɛstʃən əˈneər/ noun a written list of questions given to people to answer to provide the information for a survey

questionnaire design /ˈkwɛstʃən əˈneər dɪˈzɛn/ noun the technique of writing questionnaires in order to avoid bias in the answers

queue /kiːʃ/ noun a line of people or tasks waiting to be dealt with

quick reference /ˈkwɪk riˈfɛrəns/ noun a system of finding answers to queries which provides rapid but not very detailed answers

quicksort /ˈkwɪksɔːrt/ noun a method of sorting and ordering information very quickly on a computer

quorate /ˈkwɔrət/ adjective having the minimum required number of people at a meeting

quota sampling /ˈkwɔtə ˈsæmplɪŋ/ noun a method of selecting the population for a survey by choosing a fixed proportion of people from each group

quotation /ˈkwəʊʃən/ noun the exact words said or written by somebody and used by another person

quotation dictionary /kwəʊ ˈtʃən dɪˈkʃənri/ noun a collection of famous sayings and writings arranged alphabetically according to the authors

quotation marks /kwəʊ ˈtʃən mɑks/ plural noun punctuation marks, either single quotes (‘’) or double quotes (“”), which mark the beginning and end of a written quotation

quotient /ˈkwɔtənt/ noun the level or degree of a quality ○ The stress quotient in that job is very high.

qwerty keyboard /ˈkwɛrti, ˈkwɛrti/ noun the layout of keys on a computer keyboard, the first six letters on the top row from the left being QWERTY which gives it its name