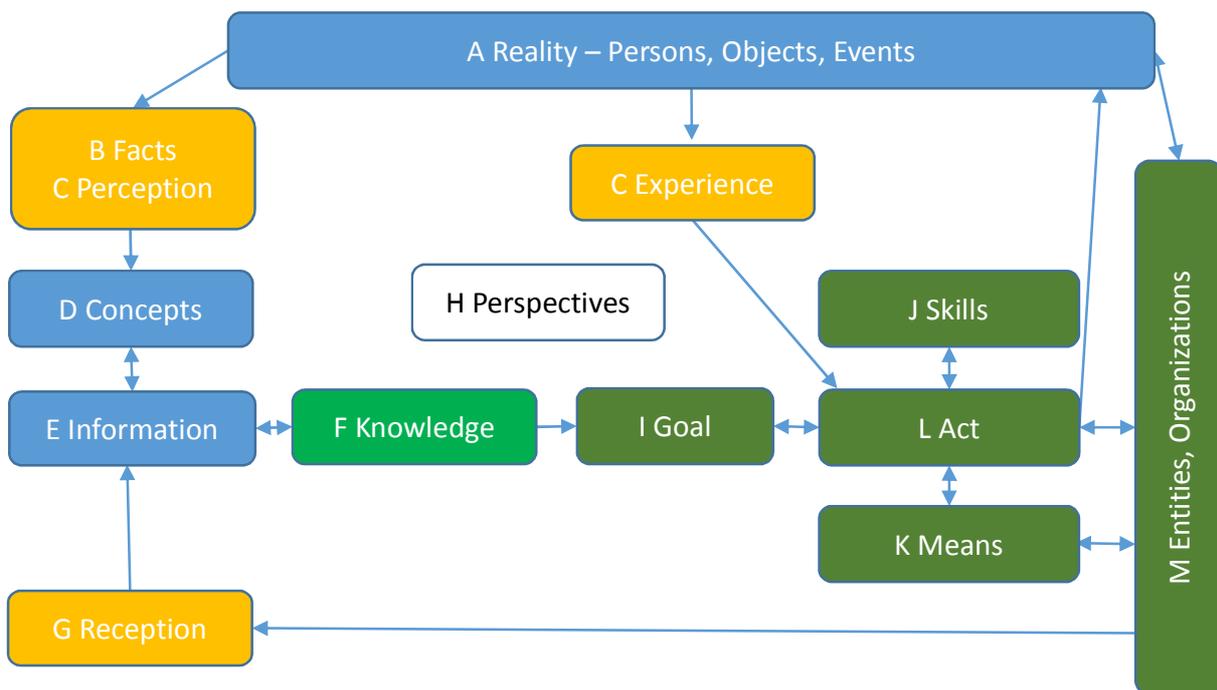


## Definitions of main terms:

- Data** Data are symbols representing something.
- Information** Information is what we communicate.
- Relevance** Relevant is what makes a difference to an act.
- Structure** Interpreting information is relating it to a structure of concepts. The structure shown here is a generic reference structure that has to be adopted to the individual set of priorities and perspectives.



### A Reality is

To make information relevant we need to make assumptions about reality and the relation of reality to our perception, thinking and acting.

Everything we say about reality is said in language assumed to reflect reality.

The necessary assumptions include perspectives, i.e. priorities what concepts are better reflecting reality.

### B Facts are what we perceive

Facts are what we accept as relevant by perception steered by thinking.

Every subject (individual) and related subjects (entities, organizations), object, act and every thought and feeling is a fact.

Facts are what we put on the plate for analysis.

### C Experience is a change to our being

Experience is change to our being we are not aware of. Change we are aware of is perception.

Our being is the basis of our thinking.

**D Concepts are what we apply on facts**

Research is the production and maintenance of concepts by defining measures, models, classifications and selecting examples.

Concepts can be turned into goals directly by applying perspectives on them.

**D Perception is accepting something as fact**

Perception is focusing on an individual fact.

Perception is the relation between an object and a perceived fact representing the object. Perception needs senses and thinking to relate the impressions collected by the different senses.

**E Information is what we receive or send**

Information is either the result of concepts applied on facts or received as information.

Information is analyzed by relating it to our own structure and the assumed structure of others.

The structure supposed defines whether we see the information as fact or concept, perspective or goal or a combination between them.

**F Knowledge is information I am aware of.**

Knowledge is the total of relevant information of a person or entity.

Our knowledge is our context for perception and reception.

We select elements from our knowledge to use them as concepts for analyzing facts.

**G Receiving is relating information**

Receiving is understanding by relating information to knowledge.

Information has to be related to knowledge to become relevant

Relating information to knowledge applies perspectives.

**H Perspectives are priorities**

Perspectives prioritize concepts, i.e. decide about the relevance of information for acts.

**I Goals are information with a priority.**

Goals are perspectives applied on parts of knowledge leading to a ranking of information.

**J Skill is ability to use means**

Skill is ability to use means to achieve a result.

Skill is ability to use means and to get access to means in coordination with entities.

What we think about our ability is knowledge, what we are able to do is a skill.

Training is acquiring skills by imitation of examples and use of information.

Information is passed on by learning, skills by acts training our ability to act.

**K Means are what is needed to use skills**

Means are what can be used for an act.

Possibility to act needs goals, means and skills.

**L Acting is using means and skills.**

Conscious acts are directed on a goal, unconscious acts are trained acts or imitations of the acts of others.

**The result of the act is the difference it makes to reality. The difference between the intention of the act and the result is risk.**

**Every act creates a fact and experience for the acting person and for others.**

**Acting is shaping the reality including ourselves.**

**M Entities (organizations and communities) are related subjects.**

**Entities are coordinating by mutual alignment of knowledge, skills, goals and acts.**

**The way of coordination is analyzed by applying the concepts on the entities.**