



Inclusive Language Replacement Terms

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PUBLIC

The situation

SAP customers and employees have questioned the use of “insensitive language” in the software industry.

Specifically:

- blacklist / whitelist
- master / slave

"When you talk about master and slave, whitelist and blacklist - it's unnecessary. We can have proper words without accepting racism in our everyday and technical language"

Juergen Mueller

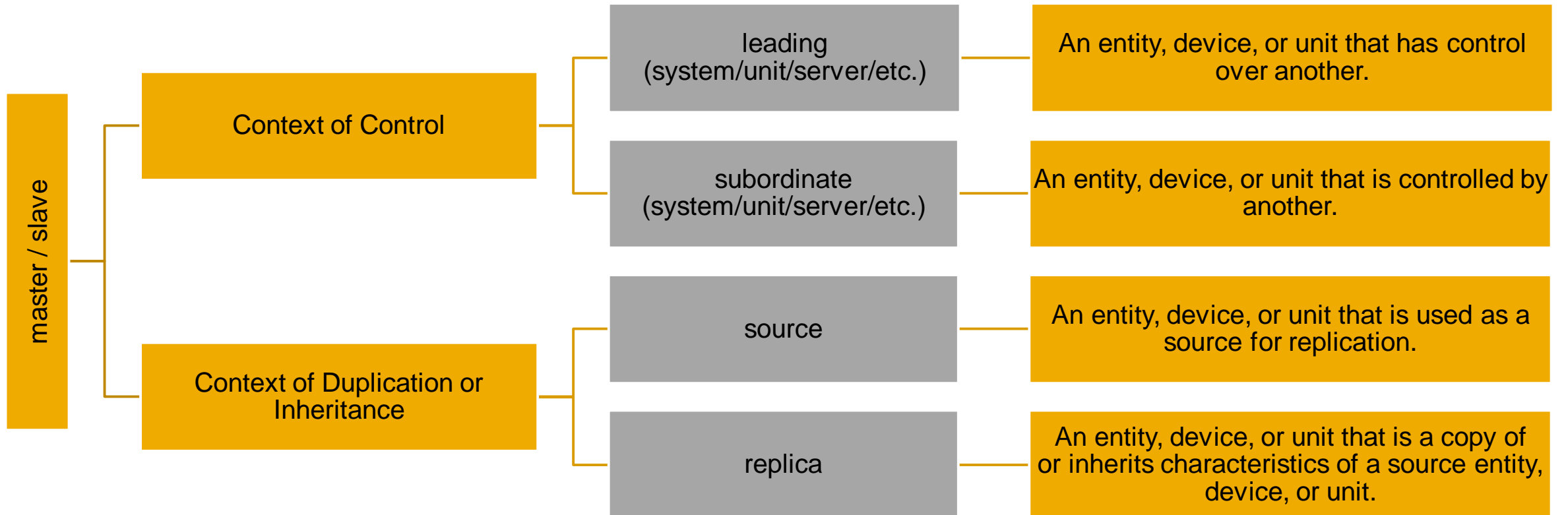
NA Fireside Chat, June 22, 2020

Given [SAP's action toward social justice and equality](#) and goal to double the representation of Black and African-American employees in the United States within three years, SAP is replacing these terms with language that helps to create a more inclusive workplace and ecosystem.

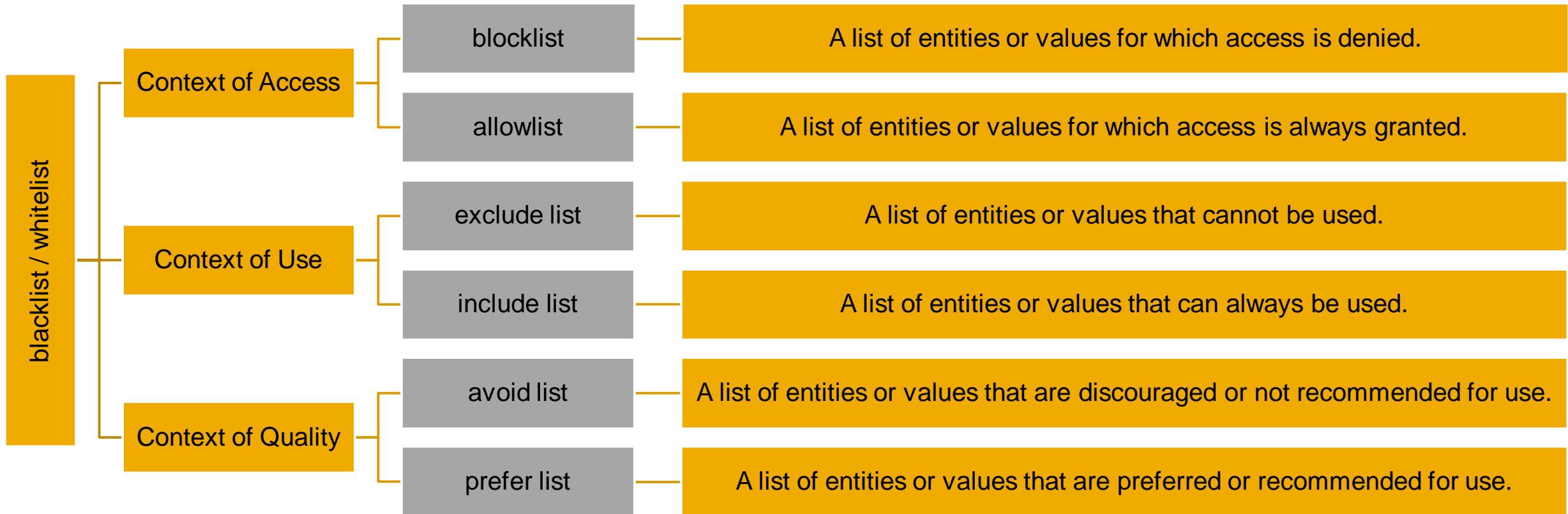
Background

- Companies in the software industry commonly use legacy terms like “master and slave” and “whitelist and blacklist” to classify data, describe relationships between machines, and define processes.
- Research tells us that words matter because they encourage us to develop habits of thinking that shape our experience.
- As part of our commitment to diversity and inclusion and action toward social justice and equality, SAP aims to double the representation of Black and African-American employees in our workforce in the United States within the next three years.
- Unconscious bias, even in the language we use, contributes to everyday discrimination and indignities and leads to negative emotions and psychological stress for Black people and other people of color.
- To create a more equal playing field for existing colleagues and all new colleagues who will join SAP, as well as our customers and partners, SAP is replacing insensitive terms with inclusive language – defined as “language free from expressions or words that reflect prejudice.”
- A multidisciplinary task force created detailed terminology guidelines based on research and best practices at SAP and across the industry.
- The result is more technically accurate nomenclature and more inclusive terminology.

Decision tree: master / slave



Decision tree: blacklist / whitelist



Inclusive Language Guidelines

This document provides alternatives for inappropriate terms. Please note that you can't always just swap one word for another. When replacing terms, consider the context and whether there might be clearer ways to say the same thing.

For example, you can replace “blacklist” with “blocklist” to create this sentence: “You can add unwanted visitors to the blocklist.” But it might be clearer to say, “You can block unwanted visitors.”

Also, be aware that these tables cover the noun forms of the words, but the verb and adjective forms can be replaced in similar ways.

Scope

These guidelines apply to:

- Current releases of content and solutions that use non-inclusive language
- New content and solutions in design phase

If your product or industry is already using inclusive terminology that differs from the guidelines, you do not need to change your content.

Guidelines on master / slave

Definition If what you mean is this		Old term Where you may have said this previously	New term Say this instead
Context: Used when talking about <i>control</i>	An entity, device, or unit that has control over another.	master Example: "The slave server handles additional processing for the master server."	leading (system/unit/server/etc.) Revised example: "The subordinate server handles additional processing for the leading server."
	An entity, device, or unit that is controlled by another.	slave Example: "The slave component receives commands from master component."	subordinate (system/unit/server/etc.) Revised example: "The subordinate component receives commands from the leading component."
Context: Used when talking about <i>duplication or inheritance</i>	An entity, device, or unit that is used as a source for replication.	master Example: "Check the master recording for the complete interview."	source Revised example: "Check the source recording for the complete interview."
	An entity, device, or unit that is a copy of or inherits characteristics of a source entity, device, or unit.	slave Example: "Use the master report to create slave reports for each department."	replica Revised example: "Use the source report to create replica reports for each department."

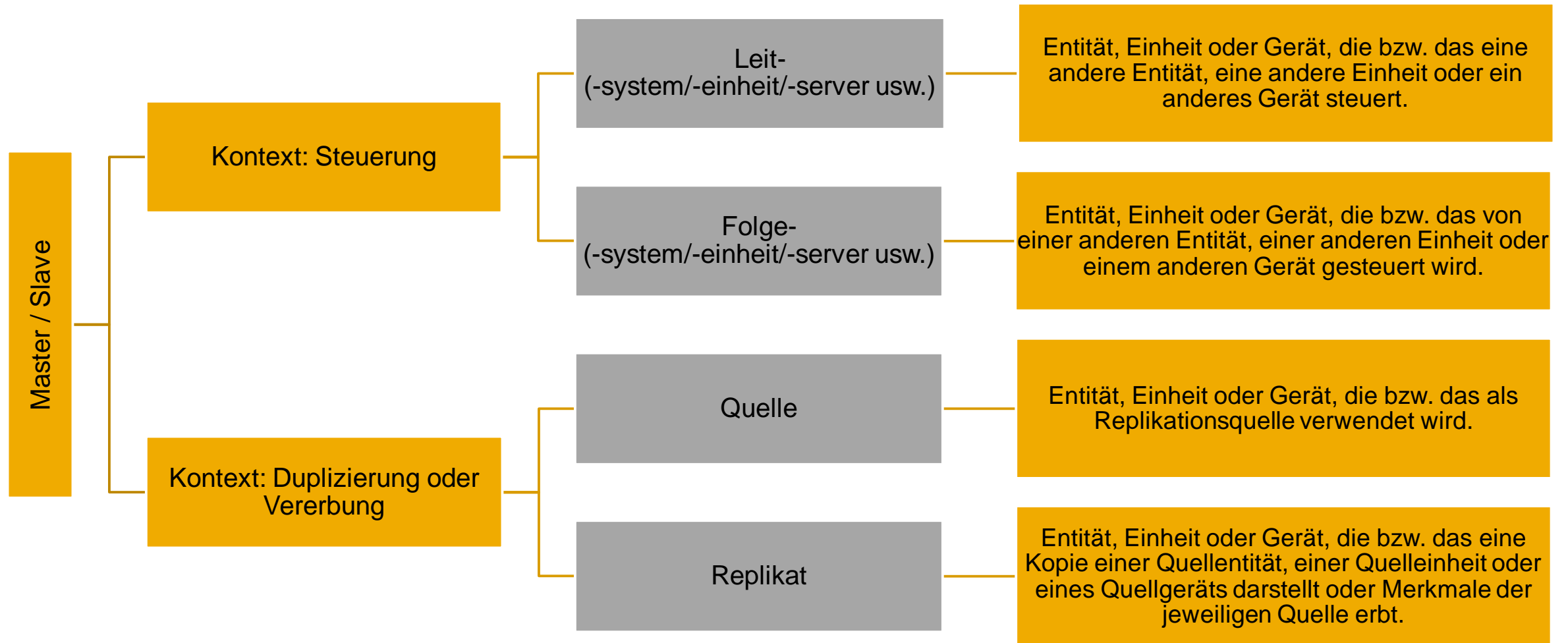
In database architecture, primary/secondary are acceptable alternatives to master/slave.

The term "master" can still be used on its own when discussing skills and proficiency (for example, "Webmaster," "master class," "mastering the basics," or "Master's degree").

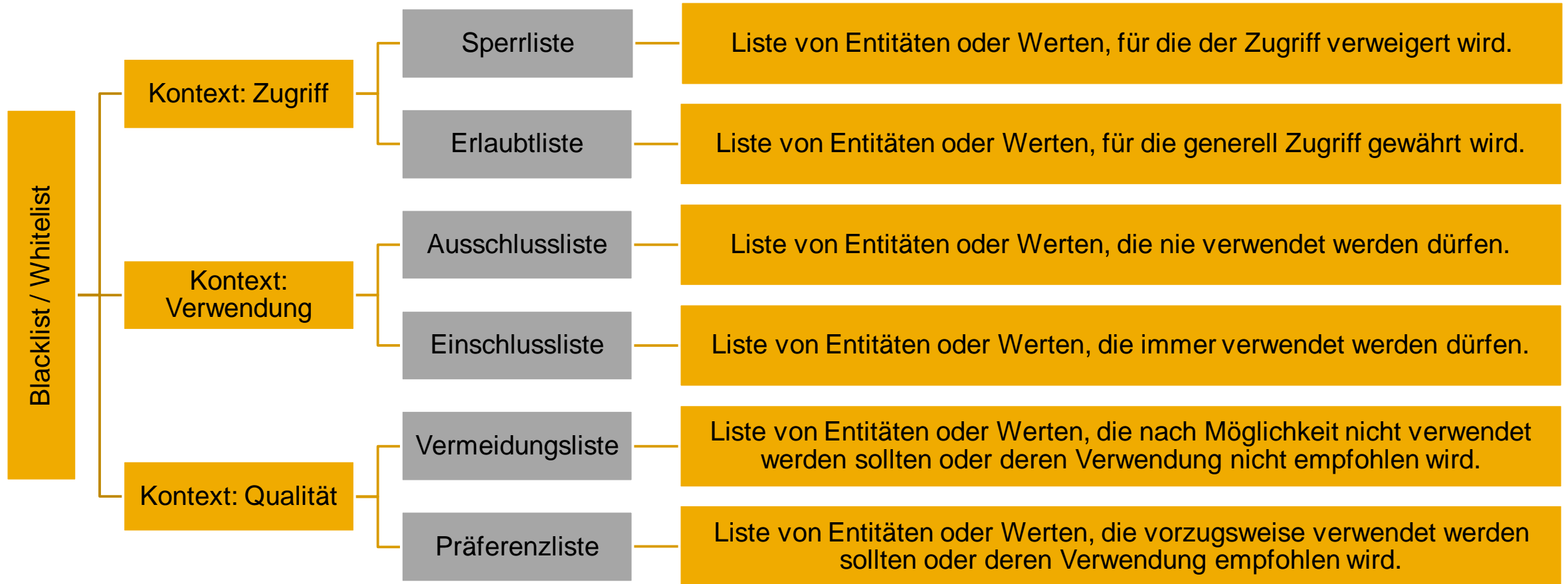
Guidelines on blacklist / whitelist

Definition If what you mean is this		Old term Where you may have said this previously	New term Say this instead
Context: Used when talking about <i>access</i>	A list of entities or values for which access is denied.	blacklist Example: "Add the IP address to the blacklist."	blocklist Revised example: "Add the IP address to the blocklist."
	A list of entities or values for which access is always granted.	whitelist Example: "The Attributes object contains all the fields on the whitelist for each document type."	allowlist Revised example: "The Attributes object contains all the fields on the allowlist for each document type."
Context: Used when talking about <i>use</i>	A list of entities or values that cannot be used.	blacklist Example: "We added the weak passwords to the blacklist."	exclude list Revised examples: "We added the weak passwords to the exclude list." Or, "We excluded the weak passwords."
	A list of entities or values that can always be used.	whitelist Example: "The whitelist is for email recipients of our premier ad campaign."	include list Revised example: "The include list is for email recipients of our premier ad campaign."
Context: Used when talking about <i>quality</i>	A list of entities or values that are discouraged or not recommended for use.	blacklist Examples: "Check the blacklist for any software you should not install."	avoid list Revised examples: "Check the avoid list for any software you should not install."
	A list of entities or values that are preferred or recommended for use.	whitelist Example: "Place on the whitelist only business partners with a good credit score."	prefer list Revised example: "Place on the prefer list only business partners with a good credit score."

Entscheidungsbaum: Master / Slave



Entscheidungsbaum: Blacklist (schwarze Liste) / Whitelist (weiße Liste)



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