

INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND INSTITUTIONS

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**International Standard Bibliographic Description
(ISBD)**

Consolidated Edition

Recommended by the ISBD Review Group's Study Group on Future Directions of the ISBDs

Proposed for Approval by ...

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INTRODUCTION

The International Standard Bibliographic Descriptions date back to 1969, when the IFLA Committee on Cataloguing sponsored an International Meeting of Cataloguing Experts. This meeting produced a resolution that proposed creation of standards to regularize the form and content of bibliographic descriptions. As a result, the Committee on Cataloguing put into motion work that ultimately would provide the means for a considerable increase in the sharing and exchange of bibliographic data. This work resulted in the concept of the International Standard Bibliographic Description (ISBD), which has now endured for nearly 40 years. The individual formats to which the ISBD concept has been applied are now used by bibliographic agencies, national and multinational cataloguing codes, and cataloguers in a wide variety of libraries throughout the world, because of their potential for promoting record sharing.¹

The first of the ISBDs was the International Standard Bibliographic Description for Monographic Publications (ISBD(M)), which appeared in 1971. By 1973, this text had been adopted by a number of national bibliographies and, with translations of the original English text into several other languages,² had been taken into account by a number of cataloguing committees in redrafting national rules for description. Comments from users of the ISBD(M) led to the decision to produce a revised text that was published in 1974 as the "First standard edition". The International Standard Bibliographic Description for Serials (ISBD(S)) was published in 1974.

In 1975, the Joint Steering Committee for Revision of the Anglo-American Cataloguing Rules proposed to the IFLA Committee on Cataloguing that a general international standard bibliographic description suitable for all types of library materials should be developed. The ISBD(G), published in 1977, was the result. The ISBD(M) was then revised to bring it into line with the ISBD(G), and the "First standard edition revised" was published in 1978.

Other ISBDs subsequently appeared for specific types of materials: ISBD(CM) for cartographic materials, ISBD(NBM) for nonbook materials, and a revised ISBD(S) for serials, were published in 1977; ISBD(A) for older monographic publications (antiquarian) and ISBD(PM) for printed music were published in 1980.

At the IFLA World Congress in Brussels, held in August 1977, the Standing Committee of the IFLA Section on Cataloguing made important new decisions in relation to IFLA's programme of ISBDs. It was decided that all ISBD texts would be fixed to a life of five years, after which revision would be considered for all texts or for particular texts. As a result, the Standing Committee formed an ISBD Review Committee; it first met in 1981 to make plans for reviewing and revising the ISBDs. There were three major objectives set out for this revision project: (1) to harmonise provisions among the ISBDs, achieving increased consistency; (2) to improve examples; and (3) to make the provisions more applicable to cataloguers working with materials published in non-roman scripts. In addition, two narrower objectives motivated this particular revision effort: (a) to review the use of the equals sign; and (b) to consider proposals regarding

¹ For a more detailed introduction to the ISBDs, see: Byrum, John, "The ISBDs: What They Are and How They Are Used" in *International Cataloguing and Bibliographic Control* v. 23, no. 4: 67-71 (Oct./Dec.1994).

² For a complete list of the ISBDs in English and a partial list of the authorized translations, see <<http://www.ifla.org/VI/3/nd1/isbdtran.htm>>.

the ISBD(NBM) emanating from specialist groups such as the International Association of Music Libraries (most prominent of which was to remove "machine-readable data files" as a format from this standard). The ISBDs were republished as follows: ISBD(M), ISBD(CM) and ISBD(NBM) in 1987, ISBD(S) in 1988, ISBD(CF) for computer files was published in 1990; ISBD(A) and ISBD(PM) in 1991, and ISBD(G) in 1992. By the end of the 1980s, the first general review project had been completed. Thereafter, ISBD(CF) became ISBD(ER) for electronic resources, published in 1997,

In the early 1990s, the IFLA Section on Cataloguing with the cooperation of the Section on Classification and Indexing set up a Study Group on the Functional Requirements for Bibliographic Records (FRBR). One immediate consequence of this development was the decision to suspend most revision work on the ISBDs while the FRBR Study Group pursued its charge to "recommend a basic level of functionality and basic data requirements for records created by national bibliographic agencies." In 1998, the FRBR Study Group published its Final Report after its recommendations were approved by the IFLA Section on Cataloguing's Standing Committee³. At that time the ISBD Review Group was reconstituted to resume its traditional work. As expected, the IFLA Section on Cataloguing's Standing Committee asked the ISBD Review Group to initiate a full-scale review of the ISBDs. The objective of this "second general review project" was to ensure conformity between the provisions of the ISBDs and FRBR's data requirements for the "basic level national bibliographic record."

The ISBD Review Group felt that it was essential to clarify the relationship between the ISBDs and the FRBR model. The Review Group believed that development of a table to detail the relationship of each of the elements specified in the ISBDs to its corresponding entity-attribute or relationship as defined in the FRBR model would satisfy the need to make clear that the ISBDs and FRBR themselves enjoy a harmonious relationship. The document that develops the mapping entitled "Mapping ISBD Elements to FRBR Entity Attributes and Relationships" was approved by the Cataloguing Section's Standing Committee on July 9, 2004.⁴

To date, in this general revision project, ISBD(S) was revised to ISBD(CR) for serials and other continuing resources, and was published in 2002. A revised ISBD(M) was also published in 2002, and a revised ISBD(G) in 2004. ISBD(CM) and ISBD(ER) underwent the world-wide review process and were revised following that process, but were not finished at that time because work was begun on a consolidated ISBD, resulting from a decision by the Review Group at the Berlin IFLA Conference in 2003 to form the Study Group on Future Directions of the ISBDs.

The terms of reference of this Study Group were set out as follows:

- To consider the uses and values of an ISBD that combines into a single document provisions for the entire Family, with different chapters for the information specific to a particular type of material;
- To improve consistency of terminology and content throughout the ISBDs;

³ Functional Requirements for Bibliographic Records: Final Report / IFLA Study Group on the Functional Requirements for Bibliographic Records, International Federation of Library Associations and Institutions. – München : K. G. Saur, 1998. Also available at <http://www.ifla.org/VII/s13/frbr/frbr.htm> and <http://www.ifla.org/VII/s13/frbr/frbr.pdf>

⁴ Mapping ISBD Elements to FRBR Entity Attributes and Relationships
<http://www.ifla.org/VII/s13/pubs/ISBD-FRBR-mappingFinal.pdf>

- To consider administrative issues related to the Review Group's growing workload; and
- To assign priorities to new and ongoing projects to ensure timely, balanced completion of Review Group's agenda.

There was quick agreement on the feasibility and usefulness of producing a Consolidated ISBD. The Study Group was charged by the Review Group with preparing a definitive text. Its work has been guided by the following Objectives and Principles:

Objectives:

- To prepare a consolidated, updated ISBD from the specialized ISBDs in order to meet the needs of cataloguers and other users of bibliographic information.
- To provide consistent stipulations for description of all types of resources, to the extent that uniformity is possible, and specific stipulations for specific types of resources as required to describe those resources.

Principles:

- The primary purpose of the ISBD is to provide the stipulations for compatible descriptive cataloguing worldwide in order to aid the international exchange of bibliographic records between national bibliographic agencies and throughout the international library and information community (e.g. including producers and publishers).
- Different levels of cataloguing will be accommodated, including those needed by national bibliographic agencies, national bibliographies, universities and other research collections.
- The descriptive elements needed to identify and select a resource must be specified.
- The set of elements of information rather than the display or use of those elements in a specific automated system will provide the focus.
- Cost effective practices must be considered in developing the stipulations.

The resulting text has been established by means of collocating related provisions from each ISBD in a new structure, merging the published versions of texts for different types of materials as the basis on which to work, updating the result with on-going revisions, and generalizing wording. In the process, the text reflects an effort to bring description of all materials to the same state of conformity with FRBR. This aspect has entailed a close examination of the ISBD data elements to make optional those that are also optional in FRBR. In no case is a data element mandatory in FRBR but optional in the ISBD.

In the ISBD, national bibliographic agencies are called upon to "prepare the definitive description containing all the mandatory elements set out in the ISBD insofar as the information is applicable to the publication being described." This practice is also recommended for application by libraries that share bibliographic data with each other. Inclusion of a data element is considered "mandatory" in all cases for certain data elements, and in other cases is considered "mandatory" when necessary for identification of the publication being described or otherwise considered important to users of a bibliography or a catalogue. In the latter cases, the

inclusion or exclusion of an element has been made dependent on a specific condition that is stipulated in the provisions comprising the ISBD. To facilitate the application of the practices stipulated, the ISBD designates particular data elements as optional, i.e. a cataloguing agency is free to choose to include or exclude these elements. In the ISBD, a review of the Outline (provided at paragraph 0.3) will reveal which data elements are mandatory, conditional or optional.

Recognizing the increasing interoperability between bibliographic retrieval systems and display formats, the prescribed punctuation has been slightly changed.

This text will not solve all the problems that are present in today's cataloguing processes. However, it is intended to serve as a definitive text for description of all types of materials as of the current date and one that will facilitate the work of keeping the ISBD updated and consistent in the future.

Despite the changes introduced by the revision projects summarized above, the essential structure and data components of the ISBD have proved relatively stable over the years and continue to be widely used in full or part by creators of cataloguing codes and metadata schemas. However, given the changing nature of publications and recent technological developments that have impacted bibliographic access, the Review Group will continue to maintain the ISBD, taking into consideration changes to national and multinational cataloguing codes. Indeed, the Review Group is hopeful that the investigations and rule changes resulting from these code revision activities will facilitate its efforts to maintain the currency of the ISBD as well.

Grateful acknowledgment is made to Dorothy McGarry, chair of the Study Group on Future Directions of the ISBDs for the editorial oversight she contributed in the production of the successive drafts and final version of this document.

Washington, D.C. John D. Byrum, Jr., Chair ISBD Review Group through March 2006
Madrid, Spain Elena Escolano Rodríguez Chair ISBD Review Group from April 2006

Members of the Study Group on Future Directions of the ISBDs (as of May 2006)

Françoise Bourdon	Bibliothèque nationale de France
Elena Escolano Rodríguez	Biblioteca Nacional, Spain
Renate Gömpel	Deutsche Bibliothek, Germany
Lynne C. Howarth	University of Toronto, Canada
Agnès Manneheut	Agence bibliographique de l'Enseignement supérieur, France
Dorothy McGarry	University of California, Los Angeles, USA
Eeva Murtomaa	Helsinki University Library, Finland
Mirna Willer	National and University Library, Zagreb, Croatia

Members of the ISBD Review Group (as of May 2006)

Françoise Bourdon	Bibliothèque nationale de France
John D. Byrum, Jr. (Chair through March 2006)	Library of Congress, USA
Elena Escolano Rodríguez (Chair from April 2006)	Biblioteca Nacional, Spain
William Garrison	Syracuse University, USA
Renate Gömpel	Deutsche Bibliothek, Germany
Mauro Guerrini	Università di Firenze, Italy
Ton Heijligers (Corresponding member)	Amsterdam, The Netherlands
Lynne C. Howarth	University of Toronto, Canada
Philippe-Corentin Le Pape	SICD des universités de Toulouse, France
Cristina Magliano	ICCU-Rome, Italy
Dorothy McGarry	University of California, Los Angeles, USA
Eeva Murtomaa	Helsinki University Library, Finland
Glenn Patton	OCLC Online Computer Library Center, USA

0 PRELIMINARY NOTES

0.1 Scope, purpose and use of the ISBD and treatment of resources

0.1.1 Scope

The International Standard Bibliographic Description (ISBD) specifies the requirements for the description and identification of the most common types of published resources that are likely to appear in library collections. The ISBD also assigns an order to the elements of the description and specifies a system of punctuation for the description.

The provisions of the ISBD relate first to bibliographic records produced by national bibliographic agencies and second to bibliographic records produced by other cataloguing agencies.

The ISBD includes single and multipart monographic resources and continuing resources in any medium (print, electronic, audiovisual, microform, multimedia, etc.) and whatever the date of publication of the resource. The ISBD is also concerned with resources for use by the visually impaired (e.g. in eye-readable form or in embossed form), and includes those published for limited distribution or for sale on demand.

It is anticipated that national or international committees responsible for preparing codes of cataloguing rules will use the ISBD as the basis for their rules on description of library materials, to describe all aspects of the resource, including its content, its carrier and its form of issuance.

The types of resources covered by the ISBD include the following:

- Texts
- Sound recordings
- Still images (e.g. engravings, photographs)
- Moving images
- Multimedia resources
- Notated music resources
- Cartographic resources
- Electronic resources
- Objects (digital, physical)

For more details, see the Glossary

0.1.2 Purpose

The primary purpose of the ISBD is to provide the stipulations for compatible descriptive cataloguing worldwide in order to aid the international exchange of bibliographic records between national bibliographic agencies and throughout the international library and information community.

By specifying the elements that comprise a bibliographic description and by prescribing the order in which those elements should be presented and the punctuation by which they should be separated, the ISBD aims to:

- make records from different sources interchangeable, so that records produced in one country can be easily accepted in library catalogues or other bibliographic lists in any other country;
- assist in the interpretation of records across language barriers, so that records produced for users of one language can be interpreted by users of other languages;
- assist in the conversion of bibliographic records to electronic form.
- enhance interoperability with other content standards

0.1.3 Use

The ISBD provides stipulations to cover the maximum amount of descriptive information required in a range of different bibliographic activities, and therefore includes elements that are essential to one or more of those activities, but not necessarily to all.

Certain elements are designated as mandatory in all situations if applicable (expressed throughout the text by the use of “is given” or “are given”); some elements are mandatory in certain situations (expressed throughout the text by the use of “is given” or “are given” in relation to a situation such as “when necessary for identification or otherwise considered important to users of the catalogue”). Where the situation does not apply, use of the element is optional. Other elements are designated as optional in all cases (expressed throughout the text by the use of “optional” or “may”) and information on these elements can be included or omitted at the discretion of the agency.

It is recommended that the national bibliographic agency in each country, in accepting the responsibility of creating the definitive record for each resource issued in that country, prepare the definitive description containing all the mandatory elements set out in the ISBD insofar as the information is applicable to the resource being described. It is recommended that this practice be followed also by libraries that share bibliographic data with each other.

Other cataloguing agencies have a wider choice as they are not providing the definitive record for international exchange. They can select ISBD elements, mandatory or optional, for inclusion in their own records, provided that the elements selected are given in the prescribed order and transcribed with the prescribed punctuation.

The responsibility for creating bibliographic descriptions may extend beyond libraries, for example, to cultural institutions, publishers, independent scholars and various online communities.

The ISBD description forms a part of a complete bibliographic record and is not normally used by itself. The other elements that make up a complete bibliographic record, such as headings and subject information, are not included in the ISBD stipulations. The rules for such elements are normally given in cataloguing codes.

References from variations of the title proper or other references that may be called for in a national cataloguing code do not form a part of the bibliographic description and are not provided in ISBD. They may be indispensable, however, in catalogues and bibliographies.

Informational elements relating to a particular collection (location of material, recording of holdings, etc.) are not provided by the ISBD; they are local elements that can be added to the general description.

To describe a resource that exhibits characteristics of different types of materials (for example, an electronic continuing resource, a digital map that is serially issued), a cataloguer should combine stipulations for the different types of materials that are necessary to describe all aspects of the resource, including its content, its carrier and its form of issuance.

0.1.4 Treatment of resources

When a resource is available in different types and/or sizes of physical carriers, or in different output media, either of two methods of description may be followed:

(1) Each different physical carrier or different output medium may be described in separate bibliographic records; or (2) Each different physical carrier may be described in the same bibliographic record, with each carrier occupying a separate line or else grouped in a single continuous line in the description (see area 5).

It is recommended that national bibliographic agencies, and those cataloguing agencies that participate in a network sharing bibliographic data with each other, create one bibliographic record for each physical format or output medium of the resource. A separate description makes future manipulation of such records simpler for merging information in displays or for distinguishing the separate resources. Other cataloguing agencies may describe the resource using either a single bibliographic description or multiple bibliographic descriptions based on local requirements and the needs of users of the catalogue, provided that adequate information to identify each is given.

For multimedia resources:

In the case of a multimedia resource that has two or more different physical carriers, each carrier occupies a separate line of description in the same bibliographic record.

For older monographic resources:

Whenever possible, a description of a complete example should be found, and imperfections and other peculiar characteristics described in a note relating to the copy in hand (see 7.9). However, when no description of a complete copy can be found, the imperfect copy must be described (see 0.11). In this case, it is understood that the description prepared may not apply to all copies of the same edition, issue or state.

Not only editions, but also issues, impressions and states of older monographic resources may be given separate descriptions (see also area 2).

For continuing resources:

For cataloguing purposes, continuing resources are treated in the ISBD in two ways depending on the mode of issuance: as serials and as integrating resources.

Also catalogued using the stipulations for continuing resources are those resources issued in successive issues or parts bearing numbering, and that bear other characteristics of a serial (e.g. frequency in the title), but whose duration is limited (e.g. the newsletter of an event). In addition, finite integrating resources (such as a Web site for a political campaign) are catalogued using these stipulations

For sound recordings:

When the resource is one of the special sound recordings conveying printed texts for the visually impaired ("talking books"), such a surrogate may be described alternatively with an emphasis on the original printed text.

For electronic resources:

For cataloguing purposes, electronic resources are treated in the ISBD in two ways depending on whether access is direct or remote. Direct access is understood to mean that a physical carrier can be described. Such a carrier (e.g. a disk/disc, cassette, cartridge) must be inserted into a computer or into a peripheral attached to a computer. Remote access is understood to mean that no physical carrier can be handled; access can only be provided by use of an input-output device (e.g. a terminal) either connected to a computer system (e.g. a resource in a network) or by use of resources stored on a hard disk or other storage device.

Electronic resources are also increasingly produced in different editions. A new edition occurs when it has been determined that there are significant differences in the intellectual or artistic content of the resource. In these cases, a separate bibliographic record is created. A resource in which the differences are not found to be significant would normally not warrant a separate bibliographic record, although a bibliographic agency may choose to create multiple bibliographic records. In the case of remote-access resources (e.g. online services) that are frequently updated, it is recommended that the bibliographic agency omit the edition statement in area 2 and give an appropriate note(s) in area 7 (see 7.2.3.1). (For additional information concerning editions, see 2.1.1)

0.2 Definitions

See the **Glossary** for terms and definitions.

0.3 Outline of the ISBD and Punctuation**0.3.1 Outline of ISBD****General notes on the outline of the ISBD**

- A. Elements preceded by an asterisk can be repeated when necessary.
- B. Areas 7 (Note) and 8 (Resource identifier and terms of availability) can be repeated when necessary.
- C. In the outline, the terms "first statement ...", "subsequent statement ...", and the like denote the order in which these statements are given in the description and have no other connotation.
- D. Wherever information normally associated with one area or element appears in the resource linked linguistically as an integral part of another area or element, it is transcribed as such.

<i>Area</i>	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>	<i>Usage (M=Mandatory)⁵ (C=Conditional) (O=Optional)</i>
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –).</i>			
1. Title and statement of responsibility area		1.1 Title proper	M
	[]	1.2 General material designation	O
	=	*1.3 Parallel title	C
	:	*1.4 Other title information	C
		1.5 Statements of responsibility	
	/	First statement	M
	;	*Subsequent statement	C
2. Edition area		2.1 Edition statement	M
	=	*2.2 Parallel edition statement	O
		2.3 Statements of responsibility relating to the edition	
	/	First statement	M
	;	*Subsequent statement	C
	,	*2.4 Additional edition statement	M
		2.5 Statements of responsibility following an additional edition statement	
	/	First statement	M
	;	*Subsequent statement	C
3. Material or type of resource specific area		3.1 Mathematical data (cartographic resources)	M
		3.2 Notated music statement	M
		3.3 Numbering (serials)	M
4. Publication, production, distribution, etc., area		4.1 Place of publication, production and/or distribution	
		First place	M
	;	*Subsequent place	C
	:	*4.2 Name of publisher, producer and/or distributor.	M
	[]	*4.3 Statement of function of distributor	O
	,	4.4 Date of publication, production and/or distribution	M
	(*4.5 Place of printing, manufacture, or engraving	C
	:	*4.6 Name of printer, manufacturer, or engraver	C
	,)	4.7 Date of printing or manufacture	C

⁵ “Mandatory” for most data elements indicates the element is mandatory if it is applicable for the resource.

5. Physical description area		5.1	Specific material designation and extent	M
	:	5.2	Other physical details	C
	;	5.3	Dimensions	C
			Format (for older monographic resources)	
	+	*5.4	Accompanying material statement	O
6. Series area		6.1	Title proper of series, subseries or multipart monographic resource	M
<i>Note: A series statement is enclosed by parentheses.</i>	=	*6.2	Parallel title of series, subseries or multipart monographic resource	C
<i>When there are two or more series statements, each is enclosed by parentheses.</i>	:	*6.3	Other title information of series, subseries or multipart monographic resource	C
		6.4	Statements of responsibility relating to series, subseries, or multipart monographic resource	
	/		First statement	C
	;		*Subsequent statement	C
	,	6.5	International Standard Serial Number of series or subseries	M
	;	6.6	Numbering within series, subseries or multipart monographic resource	C
7. Note area				
8. Resource identifier and terms of availability area		*8.1	Resource identifier	M
Fingerprint (for older monographic resources)				O
	=	8.2	Key title (for continuing resources)	C
	:	*8.3	Terms of availability and/or price	O
	()	*8.4	Qualifications	O
				O

0.3.2 Punctuation

0.3.2.1 Each element of the description, except the first element of area 1, is either preceded or enclosed by prescribed punctuation. Prescribed punctuation is preceded and followed by a space (a single space on a keyboard or an em space in printing) with the exception of the comma (,) and point (.) which are only followed by a space. The inclusion of other punctuation is at the discretion of the national bibliographic agency or other cataloguing agency, as is the spacing before and after such punctuation. ISBD punctuation is retained even when this results

in double punctuation (see 0.3.2.8). For the punctuation of scripts written from right to left, see 0.3.2.12 and Appendix B.

For older monographic resources:

Bibliographic agencies, particularly those creating definitive records, may wish to indicate unambiguously in the description the exact punctuation as found in the resource. In such cases

- a. the extent of its application must be indicated in notes to the records as a whole or individually.
- b. discretion must continue to be used when a description bears no or excessive punctuation, in which case conventional punctuation should be applied taking into consideration the requirements of prescribed punctuation. If punctuation has been supplied or suppressed this must be stated in a note.
- c. a hyphen used at the end of the line solely to divide a word taken over to the next line is not recorded; in case of doubt, the hyphen is recorded.

0.3.2.2 Parentheses (()), and square brackets ([]) are each to be treated as a single punctuation symbol, and the preceding space comes before the first (opening) parenthesis or square bracket and the following space comes after the second (closing) parenthesis or square bracket (but see 0.9 for exceptions). If parentheses or square brackets are preceded or followed by prescribed punctuation that ends or begins with a space, only one space is given. If a closing parenthesis or square bracket is followed by a comma or a point used as prescribed punctuation, or by any punctuation mark found on the resource, no space is used.

. –#[S.I.]#: Publisher

not . –##[S.I.]##: Publisher

Editorial comment: The character “#” is used in this example only as a means of showing spacing and does not actually appear in a bibliographic record.

0.3.2.3 Each area of the ISBD other than area 1 is preceded by a point, space, dash, space (. –), unless that area is clearly separated from the preceding area by paragraphing, typography or indentation, in which case the point, space, dash, space may be replaced by a point (.) given at the end of the preceding area.

0.3.2.4 When the first element of an area is not present in a description, the prescribed punctuation of the first element that is present is replaced by a point, space, dash, space (. –) preceding the area.

0.3.2.5 When an area is repeated, each repetition is preceded by a point, space, dash, space (. –), except in the condition described in 0.3.2.3 .

0.3.2.6 When there is more than one series statement, each is enclosed in parentheses, as provided in area 6, Punctuation pattern B-C, for multiple series statements

0.3.2.7 When an element is repeated, each repetition is preceded by the prescribed punctuation appropriate to the element.

0.3.2.8 When an element or area ends with a point and the prescribed punctuation for the element or area that follows begins with a point, in order to take into account punctuation for both abbreviations and prescribed punctuation, both points are given.

Examples

3rd ed.. –
not 3rd ed. –

And then – 4th ed.
not And then ... – 4th ed.

by J. Smith, Esq.. –
not by J. Smith, Esq. –

National flight [Electronic resource] / by Air Flight Inc.. Navigation advisor / Interactive Mapping Corporation
not National flight [Electronic resource] / by Air Flight Inc. Navigation advisor / Interactive Mapping Corporation

Histoire et pédagogie de la mécanique [Texte imprimé] / Jean Rosmorduc,.... Réflexion sur une première approche du mouvement en mécanique avec des élèves de quatrième / Jacques Charlemagne

0.3.2.9 Two punctuation symbols can be used in all or most areas:

A. Square brackets enclose information found outside the prescribed sources of information and interpolations in the description

When successive elements within the same area are obtained from outside the prescribed sources of information, each is enclosed in its own pair of square brackets

Examples

. – [S.l.] : [s.n.]
not . – [S.l. : s.n.]

. – [2nd ed.]. – [S.l.] : [s.n.]
not . – [2nd ed.]. – [S.l. : s.n.]

B. The mark of omission, i.e. three points, enclosed in square brackets ([...]), indicates the omission of some part of an element. The mark of omission is preceded and followed by a space.

For continuing resources:

When information varies from one issue to another (e.g. a year in the title of a yearbook, the numbering of a congress), this information is replaced by the mark of omission, preceded and followed by a space (...).

0.3.2.10 When in an area or an element the same information appears in two or more languages and/or scripts, the following provisions apply:

When one element is recorded in two or more languages and/or scripts, the information in each language and/or script after the first is preceded by a space, equals sign, space (=).

When, in a single area, two or more elements are recorded in two or more languages and/or scripts, the elements in each language and/or script are given together with the appropriate preceding punctuation for each element. The whole group of elements for the first language and/or script recorded is preceded by punctuation appropriate to the first element and each group after the first is preceded by a space, equals sign, space (=).

When a single statement (e.g. a statement of responsibility, see 1.5) is given partly in one language and/or script and partly in more than one language and/or script, the several linguistic forms are transcribed together; equals signs or other punctuation symbols are used as appropriate.

0.3.2.11 An area or element that does not apply to the resource is not included in the description. The preceding or enclosing prescribed punctuation of such an area or element is also omitted.

0.3.2.12 When information is given in scripts written from right to left, commas and semicolons used as prescribed punctuation are reversed when that is the style of the script. Similarly, the point, space, dash, space combination of prescribed punctuation reads from right to left and the meanings of open and closed parentheses and square brackets are reversed. The diagonal slash and groups of western arabic numerals that are not reversed in such scripts are not reversed when given.

רתנספו לילחל וא) רתנספו רונככ הניטנסו) /
ייתולא הנדרי. – תילארשי הקיסומל ונס : ביבא לת,
.cop. 1982

See Appendix B for the treatment of information given both in scripts written from left to right and in scripts written from right to left.

0.3.3 The complete punctuation pattern for each area is set out at the beginning of the area.

0.4 Sources of Information

For all types of material the resource itself constitutes the basis of the description.. The information used in the description of a resource is taken from the preferred source, and in the description for each area from certain sources in a prescribed order of preference (see 0.4.2).

0.4.1 Basis of the description

0.4.1.1 Serials or multipart monographic resources

The basis of description is the first issue or part or, lacking this, the earliest available issue or part. Generally prefer the first (or earliest) issue or part over a source associated with the whole resource or with a range of more than one issue or part.

<i>Area</i>	<i>Basis of description</i>
1. Title and statement of responsibility	First or earliest issue or part
2. Edition	First or earliest issue or part

3. Numbering	First and last issues or parts for each system or sequence (for serials only)
4. Publication, production, distribution, etc. Place and publisher, producer, distributor, etc. Place and manufacturer Date	First or earliest issue or part First or earliest issue or part First and/or last issues or parts
5. Physical description	All issues or parts
6. Series	All issues or parts
7. Note	All issues or parts and any other source
8. Resource identifier and terms of availability	All issues or parts and any other source

0.4.1.2 Integrating resources

The basis of description is the current iteration of the integrating resource, except for the beginning date of publication.

<i>Area</i>	<i>Basis of description</i>
1. Title and statement of responsibility	Current iteration
2. Edition	Current iteration
3. Material specific	Not used
4. Publication, production, distribution, etc.. Place and publisher, producer, distributor, etc Place and manufacturer Dates	Current iteration Current iteration First and/or last iterations
5. Physical description	Current iteration
6. Series	Current iteration
7. Note	All iterations and any other source
8. Resource identifier and terms of availability	All iterations and any other source

0.4.2 Determining a preferred source of information

0.4.2.1 Printed resources:

For printed monographic resources:

The preferred source of information is the title page, or, for resources lacking a title page, the title-page substitute.

When for a single-part monographic resource there is more than one title page, the one selected is the one specific to the resource being described (e.g. for a monograph in a series, the analytical title page; for a facsimile reprint, the title page with the reprint details) (see also 1.1.4.2).

When in a single-part monographic resource there is no title page applying to the whole

resource, but each work contained in it has its own title page, the several title pages, including those of tête-bêche resources containing different works, may be considered collectively as a single source of information.

When a multipart monographic resource is catalogued as a whole, the title page common to the volumes is used as the basis for the description. The titles of the individual volumes may be treated in contents notes (see 7.7) or according to the specifications for multilevel descriptions (see Appendix A).

Title pages not selected as the title page for description or as part of a collective single source of information are considered to constitute other preliminaries.

When a resource lacks a title page, an alternate source of information is selected as a title-page substitute. The selection of the source to be treated as title-page substitute is determined by considering which source has the fullest information, with preference given to a source that is part of the resource over sources outside the resource.

If information traditionally given on the title page is given on facing pages, with or without repetition, the two pages are treated as the title page.

For older monographic resources:

The preferred source of information is the title page, or, for resources lacking a title page, the title-page substitute.

In case of doubt, the order of choice for a title-page substitute is colophon, half title, other preliminaries, caption title, docket title, running title, incipit, explicit, opening words of the main text, opening words of the resource. No title-page substitute may be considered as a single source along with a title page. When there is no title page, and no single title-page substitute applies to the whole resource, several title-page substitutes (preferably of the same kind) may be considered collectively as a single source of information. Otherwise in each description only one page, portion of page, or part of the resource can be designated a title-page substitute.

The resource described is that issued as by the publisher, etc. No part of the resource in hand may be considered as a prescribed source unless it is part of the resource as issued. For example, a cover or spine is used as a prescribed source only if it is clear that the resource was issued in that binding.

When information in areas 1, 2, 4, or 6 is from a source other than the title page, the source of information is indicated in area 7. When the publication lacks a title page and an alternative source of information is selected as title-page substitute, the title-page substitute is identified in area 7, as is any information in areas 1, 2, 4 and 6 taken from a substitute.

For printed continuing resources:

The preferred source of information is the title page or the title-page substitute. The title-page substitute for a continuing resource lacking a title page is taken from certain sources in the following order of preference:

- A. the analytical title page, cover, caption, masthead, editorial pages, colophon;

- B. the other preliminaries and information to be found on the wrappers and top and bottom of text pages (such as running title);
- C. the rest of the continuing resource: prefaces, forewords, tables of contents, text, appendices, etc.;
- D. sources of reference from outside the continuing resource and not associated with it (e.g. bibliographies, publishers' lists).

Resources in non-roman scripts :

In the case of resources in non-roman scripts where full bibliographic details are given in the colophon, a leaf standing in the position of a title page and bearing the title proper is not to be considered the title page in the following circumstances:

- A. when the leaf bears only the title proper in the manner of a half-title page;
- B. when the leaf bears the title proper, with or without other bibliographic information, in a calligraphic version (the full bibliographic details in the colophon being given in conventional forms of Chinese characters as used in modern Chinese, Japanese and Korean printing);
- C. when the leaf bears only a Western-language version of the title and/or publication details.

In each of these cases, the first preference for the title-page substitute is the colophon.

For resources containing different works:

Monographs:

When there is no prescribed source of information applying to the whole resource, but each work contained in it has its own prescribed source of information, the several sources of information, including those of tête-bêche resources containing different works, may be considered collectively as a single source of information.

Continuing resources:

When the resource contains more than one work, each with its own prescribed source of information and numbering, a separate description is made for each. An appropriate explanation is given in area 7 (see 7.2.5) relating the separate descriptions. The same applies to tête-bêche resources with text and title pages in the same language and/or script.

Multipart monographic resources:

When there is no prescribed source of information applying to the whole resource, but each part has its own prescribed source of information, the prescribed source of the first available part is selected.

0.4.2.2 For cartographic resources:

The information used in the description of a cartographic resource is taken from certain sources in the following order of preference:

1. The whole resource, which includes:

- a) The resource itself,
- b) The container (portfolio, cover, envelope, etc.) or case, the cradle and stand of a globe, etc., issued by the publisher or manufacturer of the resource,
- c) An accompanying text or brochure.

2. Sources outside the resource, such as a catalogue, bibliography, etc.

0.4.2.3 For nonbook resources:

For many kinds of nonbook resources the formulation of an adequate bibliographic description is problematic because of the absence of any title page or single equivalent source of information. In describing a resource it may therefore be necessary to select from such disparate sources of information as the resource itself (where the data may be given in a visual or auditory form or both), an affixed label, a container or an enclosure or other accompanying textual matter such as a manual. In deciding an order of preference among these sources of information the following principles should be observed:

1. Sources permanently associated with the resource will normally be preferred to sources having only an accidental or fugitive connection with it. Thus the title frames of a motion picture, the labels on the two sides of a sound disc or the central area of a stereograph reel will normally be preferred to the container or accompanying textual matter found with any of these resources.
2. However, preference should be given to the source that most adequately identifies the work or works:
 - a) when a source that would have been preferred following principle A contains insufficient data for cataloguing purposes (because the information found therein is ambiguous or incomplete); and
 - b) when no source can be identified as being permanently associated with the resource.

On occasion the descriptive insert issued with a sound cassette may thus be preferred as a source of data to the label on the cassette itself, particularly when the resource contains two or more works and when the descriptive insert is the only source for a collective title proper. Similarly for multipart resources a unifying container will normally be preferred to the labels, etc. of individual parts, particularly when the unifying container is the only source for a collective title proper.

3. Textual sources will normally be preferred to sound sources. However, when textual information is deficient or clearly erroneous and the integral sound source is more adequate, the latter may be preferred.

0.4.2.4 For electronic resources:

The information used in the description of an electronic resource is taken from certain sources in the following order of preference:

The whole resource, which includes:

Sources internal to the resource itself. Preferred to all other sources, such information is taken from formally presented information, for example, in the title screen, main menu, program statements, first display of information, the header to the file including "Subject:" lines, home page, encoded metadata (for example, TEI header, HTML title) and from the physical carrier or its labels. The metadata may be included in the resource itself or described for the resource but not included in it.

When the resource is unreadable without processing (e.g. it is compressed or printer-formatted), the information should be taken from the resource when it is not compressed, or when it has been printed out, or otherwise processed for use.

When the information varies in degree of fullness in these sources, the source that provides the fullest or most complete information is preferred.

When the information from the resource itself is insufficient or is not available (either because the sources are lacking or because the equipment to mount the resource is lacking), other sources may be selected according to the following order of preference.

1. Printed or online documentation or other accompanying material (e.g. a publisher's letter). In using accompanying documentation, caution is to be exercised in distinguishing between information that applies to the documentation and that pertaining to the resource itself.
2. Information printed on a container used by the publisher, producer, or distributor

When the electronic resource consists of two or more separate physical parts (e.g. a multimedia resource made up of an electronic optical disc and videodisc), each with its own sources of information, the source that applies to the resource as a whole and that includes a collective title is preferred.

In cases where the necessary information is not provided in any of the above sources, preference should be given to the following sources in the following order:

- a) other published descriptions of the resource (e.g. bibliographic databases, reviews)
- b) other sources

For direct access electronic serials, the physical carrier or its labels should be used.

0.4.3 Prescribed sources and order of preference by area

For each area certain sources are designated as "prescribed sources of information" and listed in an order of preference.

If data elements for areas 1 and 2 are found in different sources (title page + cover, or cover + colophon, etc.), the source is selected according to the preferred order of sources (see below) and the form found there is transcribed. When appropriate, the order of the sequence of information found in that source is followed.

For areas 3, 4, and 6 multiple sources are prescribed, so a combination of sources makes up the "prescribed source". If data elements for these areas are found in different sources, the source is selected according to the preferred order of sources (see below) and is transcribed in

the form found there. When appropriate, the order of the sequence of information found in that source is followed.

Information taken from a source other than prescribed sources for areas 1 to 6 is enclosed in square brackets if it is transcribed as part of the area. Alternatively such information may be given without square brackets in area 7.

0.4.3.1 Title and statement of responsibility area

For printed resources:

Title page or title-page substitute.

For nonbook and cartographic resources:

The resource itself, accompanying material, container.

For electronic resources:

The resource itself, documentation, other accompanying material, container.

For all types of resources:

Information found outside the resource may be given in area 7.

0.4.3.2 Edition area

The preferred order of sources:

For printed resources:

Title page, other preliminaries, colophon, cover, the rest of the resource.

For older monographic resources:

Title page

For printed cartographic resources and nonbook resources:

The resource itself, container, accompanying material.

For notated music:

Title page, other preliminaries, first page of music, cover, colophon, the rest of the resource.

For electronic resources:

The resource itself, documentation, other accompanying material, container.

0.4.3.3. Material or type of resource specific area

The prescribed source is the resource itself.

When the information from the resource itself is insufficient, other sources may be selected according to the following preferred order of sources:

For cartographic resources (Mathematical data)

The resource itself, container, accompanying material

For notated music resources

Title page, other preliminaries, first page of music, cover, colophon

For serials (Numbering)

The whole resource, other authoritative sources

0.4.3.4. Publication, production, distribution, etc., area

Information taken from a source other than one of the following prescribed sources is given in square brackets if it is recorded in this area.

The preferred order of sources:

For printed resources:

Title page, other preliminaries, colophon, cover.

For older monographic resources:

Title page (unless the title page is discounted in the case of certain non-roman resources defined in 0.4.2.1). If there is no title page, or if the information for any element does not appear on the title page, the source from the following list giving the fullest information for each element is used: colophon, half title, other preliminaries, caption title, docket title, incipit, explicit, opening words of the text, opening words of the publication, closing words of the text, closing words of the publication. If two or more sources provide the same information or complementary information, the first of them appearing in the above list is to be used.

For continuing resources:

The resource itself.

For cartographic resources and nonbook resources :

The resource itself, container, accompanying material.

For printed notated music resources:

Title page, other preliminaries, first page of music, cover, colophon.

For electronic resources:

The resource itself, documentation, other accompanying material, container.

0.4.3.5 Physical description area

The prescribed source is the resource itself.

0.4.3.6 Series area

Prescribed source for series statement

Information taken from a source other than one of the following prescribed sources is given enclosed in square brackets if it is transcribed in this area. When a resource is in electronic form, the prescribed sources of information for electronic resources is to be used.

For printed resources:

For textual monographs:

Series title page (for a series or a subseries) or multipart monographic resource title page (for a multipart monographic resource), analytical title page, other preliminaries, cover, spine, colophon

For older monographic resources:

When any information in this area except the International Standard Serial Number is not taken from the title page, its source is indicated in area 7.

For continuing resources:

Series title page, analytical title page, cover, caption, masthead, editorial pages, colophon, rest of continuing resource .

Note : For printed resources, the cover and/or spine are considered prescribed sources only if the resource was issued with the cover and/or binding.

For cartographic resources:

The resource itself, container, accompanying material.

For atlases, the stipulations for monographic resources or continuing resources are used, as appropriate.

For notated music resources:

Series title page (for a series or a subseries) or multipart monographic resource title page (for a multipart monographic resource), analytical title page, other preliminaries, first page of music, cover, colophon.

For nonbook resources:

The resource itself, an affixed label, a container or an enclosure or other accompanying textual matter such as a manual. For multipart monographic resources a unifying container will normally be preferred to the labels, etc. of individual parts, particularly when the unifying container is the only source for a collective title proper.

When any of these resources is in electronic form, the prescribed sources for electronic resources are to be used.

For electronic resources:

The resource itself, documentation, other accompanying material, container

0.4.3.7. Note area

Any source

0.4.3.8 Resource identifier and terms of availability area

Any source

Fingerprint (Older monographic resources)

The resource itself

0.5 Language and script of the description

Elements in areas 1, 2, 4 and 6 are normally transcribed from the resource and are, therefore, wherever practicable, in the language(s) and/or script(s) in which they appear there. Interpolations in these areas are enclosed in square brackets and are given in the language

and/or script of the context of that part of the description, except:

- prescribed abbreviations (see 0.6) and prescribed interpolations (see 0.10, 0.11);
- general material designation (see 1.2) and statement of function of distributor (see 4.3) and additions to the date of printing (see 4.7.3), that, when supplied, are given in the language and/or script chosen by the national bibliographic agency or other cataloguing agency.

Terms used in areas 3, 5, 7 and 8 are not enclosed in square brackets and are given in the language and/or script chosen by the national bibliographic agency or other cataloguing agency, except:

- when a representative fraction for a scale that does not appear on the resource is provided in area 3
- when original title or variant title is provided in area 7;
- when quotations are provided in area 7.
- when key title is provided in area 8.

The description of resources appearing in scripts other than that chosen by the national bibliographic agency or other cataloguing agency may, if necessary, be transliterated or transcribed without brackets into the script chosen by the agency.

For older monographic resources:

The spelling of words taken from the resource is preserved, but ligatures and other contemporary forms of letters and diacritics may be transcribed in their current forms when the contemporary form is not available to the cataloguing agency. No account is taken of the differing forms of letters when no orthographic difference is made in current usage. Accents and other diacritic marks not present on the source are not added. For recording of upper and lower case letters, see 0.7. Interpolations by the cataloguing agency should follow modern practice as to spelling. Latin interpolations should follow the practice of the resource in hand when possible (see also 0.9).

0.6 Abridgements and abbreviations

In general do not abbreviate or abridge in transcribed areas if not on the resource

0.6.1 In exceptional cases the abridgement of certain elements in the description is permitted, provided the omission takes place at the end or in the middle of the element (e.g. a lengthy title proper (see 1.1.4.1) for serials when a title proper includes a date or number that varies from issue to issue). In such cases, the omission is indicated by the mark of omission.

0.6.2 In the case of the abridgement of a single statement of responsibility consisting of the names of several persons or corporate bodies (see 1.5.4.2, 1.5.4.3), the omission is indicated by the mark of omission and the insertion of the prescribed abbreviation "et al." (= *et alii*, and others), or for non-roman script records, its equivalent in another script. The abbreviation is enclosed in square brackets.

0.6.3 Certain abbreviations are prescribed in specific stipulations (e.g. 4.1.16, 4.2.14, 5.3.1).

0.6.4 In various stipulations, provision is made for the use of "standard abbreviations" (e.g. in the edition statement, see 2.1.2) without specifying the forms of the abbreviations to be followed. These abbreviations are not prescribed, but it is recommended that ISO 832, *Information and Documentation–Bibliographic Description and References–Rules for the Abbreviation of Bibliographic Terms* or similar national standards, be used.

The abbreviations used throughout in the examples, other than those prescribed above in 0.6.2 and 0.6.3, are illustrative and not prescriptive.

0.6.5 Except for specifically prescribed or permitted abridgements and abbreviations, the transcription of data in areas 1, 2 and 6 does not show abbreviations unless they appear in the source.

0.6.6 Abbreviations found in older monographic resources

When contractions and abbreviations in continuance of the manuscript tradition of abbreviating words that were long and/or frequently encountered are found, these may be left as they stand or may be expanded wherever possible. Any such expansion must be indicated by enclosure in square brackets or a note in area 7.

Examples

Boetij viri celeberrimi de [con]solatio[n]e phylosophie liber : cu[m] optimo [com]me[n]to
beati Thome

Dialogus beati Gregorij Pape : eiusq[ue] diaconi Petri in quattuor libros diuisus : de vita
[et] miraculis patru[m] italicor[um] : [et] de eternitate a[n]imarum

When the meaning of an abbreviation or contraction is conjectural, a question mark is given following the conjectural expansion, e.g. amico[rum?] etc. When the meaning of an abbreviation or contraction cannot be determined, a question mark is given, enclosed in square brackets, for each indeterminable abbreviation or contraction e.g. amico[?], [?]s, or leave the abbreviation or contraction as it stands.

Initials, initialisms and acronyms are recorded without internal spaces, regardless of how they are presented on the resource.

Examples

Pel batesimo di S.A.R. Ludovico ...
KL Ianuarius habet dies xxxi
J.J. Rousseau

Abbreviations consisting of more than a single letter are treated as distinct words, separated with spaces from preceding or following words or initials.

Example

Ph. D. Mr J.J. Rousseau

When two or more distinct abbreviations, initialisms, etc., appear in juxtaposition, each is separated from the other by a space.

Examples

par R.F. s. d. C.
M. J.P. Rabaut

0.7 Capitalization

In general, in those scripts where capitalization is relevant, the first letter of the first word of each area should be a capital; the first letter of the first word of some elements should also be a capital (e.g. general material designation, parallel title, alternative title, section title). Other capitalization should follow the appropriate usage for the language(s) and/or script(s) used in the description (see 0.6). When more than one language and/or script appears in the description, each should be capitalized in accordance with the usage of that language and/or script even when this produces an inconsistent pattern of capitalization for the description as a whole.

However, **for older monographic resources**, lower case letters are never transcribed into capitals. In converting capitals to lower case, the usage (including that of diacritics) in the resource should be followed. The following usage is recommended for converting I, J, U, V and VV where practice is not consistent:

I or J as i (but final IJ as ij and final larger capital I as l);
U and V as u (but initial U or V as v);
VV as uu (but vv initially).

Black letter capitals in the form J or U are transcribed as l or v. Letters of numerical value in a chronogram in the title or publication, distribution, etc., area, or in a chronistic in the text of a poem are given in capitals. Interpolations used by the cataloguing agency should follow modern practice.

0.8 Examples

The examples given throughout the ISBD are illustrative and not prescriptive except when the stipulations specify that the form found in the example(s) is to be followed. Most examples are based on the description of existing resources but some fictitious examples have been included.

For older monographic resources:

In the examples the punctuation given is not necessarily that appearing on the source of information. In some instances the omission of punctuation appearing on the source of information may fail to differentiate different editions of the same work. In such cases a note of the actual punctuation is given in area 7.

0.9 Misprints

Inaccuracies or misspelled words are transcribed as they appear on the resource. They may be followed by "sic" enclosed in square brackets that are preceded and followed by a space ([sic]). Alternatively, the correct version may be added, enclosed in square brackets, the correction being preceded by "i.e." (*id est*), or its equivalent in another language and/or script.

Letters or numbers that have been omitted from misspelled words may be inserted, enclosed in square brackets (in this case not preceded or followed by a space).

Examples

Chansons créés et interprétés [sic]
The world in [d]anger
Looser [i.e. Loser] takes all
The notted [i.e. noted] history of Mother Grim
Barcelonette [i.e. Barcelonnette]
Golden Vienese [sic] waltzes
compuesto por Luis de Bricñeño [i.e. Briceño]
Small busines [sic] encyclopedias

For older monographic resources:

When the printer has left a blank space for an initial letter to be inserted by hand, the letter is supplied, enclosed in square brackets, and the interpolation is explained in area 7.

Example

[T]he true history of recent events
Note: Initial letter space left blank by printer

For serials:

Inaccuracies or misspelled words are not transcribed in the case of the title proper.

Housing starts
Note: Title appears on vol. 1, no. 1 as Housing sarts

0.10 Symbols, etc.

A symbol or other matter that cannot be reproduced by the facilities available (normally, characters that are neither numeric nor alphabetic) is replaced by its description or its equivalency in letters or words, as appropriate. The substitution is placed in square brackets and an explanatory note is made if necessary.

Examples

/ by [E.B.C.]
Note: Author's initials represented on prescribed source of information by musical notes

I [love] Paris
Note: The word "love" in the title is represented on prescribed source of information by a heart symbol

Splinters, historical, sacred and profane, partly from off that standard [oak], our blessed constitution
Note: The word "oak" is represented on prescribed source of information by a woodcut of the tree

[3rd ed.]

Note: Edition information represented on prescribed source of information by three stars

0.11 Imperfections

For older monographic resources:

The ISBD is concerned with the recording of perfect copies of library materials, and make no provision for situations where no ideal copy or perfect copy exists or when an imperfect copy has to be catalogued without the help of a bibliographic record for a complete example. In the first case, compilers and users of databases, whether manually or machine-based, should realize that descriptions taking account of alterations during printing, special dedication copies, the presence of cancel leaves, etc., may not apply to all copies of the same edition. In the second case, a record for a complete example should first be sought and imperfections and other peculiar characteristics described in a note; but when no details of a complete copy can be found, information supplied by the cataloguer from inference in the title and statement of responsibility area is given in brackets with an explanatory note. Alternative possibilities are linked by "or". When such information cannot be supplied, lacunae are indicated by the mark of omission within brackets ([...]) with an explanatory note if necessary. The extent of imperfect copies when the complete extent cannot be inferred are given by recording the numeration of the pages and/or leaves according to the provisions of 5.1, but with "p." or "leaves" preceding and a plus sign preceding or following the statement of extent, (e.g. p. 1- 200 +, or p. + 41-200), or in the case of unpaginated or unfoliated resources according to the provisions of 5.1.2.6. In these cases, and when the extent of a complete copy has been inferred, an explanatory note is given. (See also 0.1.4.)

0.12 For continuing resources, changes requiring a new description

0.12.1 Major changes in title proper of serials. For serials, a new description is required in cases of major changes in the title proper. The following are to be considered major changes:

0.12.1.1 When the addition, deletion, change, or reordering of any word occurs within the first five words (the first six words if the title begins with an article) of the title, except as indicated below (see 0.13.1);

Examples

Energy policy and conservation biennial report
becomes Energy policy and conservation report

Металлургия и технология
becomes Metallurgiya i mashinostroeniye

New notes
becomes Upstream journal

La recherche aéronautique
becomes La recherche aérospatiale

Scene
becomes TV 2

IFLANET unplugged

becomes IFLA CD ...

0.12.1.2 When the addition, deletion, or change of any word occurs after the first five words (the first six words if the title begins with an article) and changes the meaning of the title or indicates a different subject matter;

The best bed & breakfasts in the world
becomes The best bed & breakfasts in England, Scotland & Wales
Editorial comment: Indicates different subject matter

but not Report on the high-level radioactive waste activities conducted under MS 1990, 116C.712, subd. 5A
becomes Report on the high-level radioactive waste activities conducted under Minnesota Statutes 116C.712

0.12.1.3 When a corporate body, named anywhere in the title, changes, except as indicated below (see 0.13.1.5).

Examples

The register of the Kentucky State Historical Society
becomes The register of the Kentucky Historical Society

NFCR Cancer Research Association symposia
becomes Association for International Cancer Research symposia

0.12.2 Other major changes to serials. For serials, a new description also is required in the following cases:

0.12.2.1 When the title proper is a generic term and the issuing body changes its name (except as indicated below; see 0.13.1.5 for *minor* changes in a body's name that do not require a new description) or the serial is issued by a different body;

Example

Symposium series / Society for Applied Bacteriology
becomes Symposium series / Society for Applied Microbiology

0.12.2.2 When the edition statement changes and indicates a significant change to the scope or coverage of the serial;

Example

Transportation directory. – New England edition
becomes Transportation directory. – Eastern edition

0.12.2.3 When the physical medium changes;

Examples

New Zealand national bibliography
Editorial comment: Published only in paper
becomes New Zealand national bibliography
Editorial comment: Published only in microfiche

MacInTax deluxe
Editorial comment: Issued on 3 1/2 in. computer disk
becomes MacInTax deluxe
Editorial comment: Issued on CD-ROM

0.12.2.4 When hitherto dependent titles become independent;

Example

Fauna Norvegica. Series B, Norwegian journal of entomology
becomes Norwegian journal of entomology

0.12.2.5 When a serial is cumulated, and the cumulations bear the same title as the initial issues and are in the same language, and the contents of the cumulations are significantly different (e.g. when the contents of quarterly issues of an index are merged into a single alphabet for the annual issue);

Example

Reader's guide to periodical literature
Editorial comment: Issued in annual and less frequent cumulations with numbering separate from that of the semimonthly, etc., issues

0.12.2.6 When a serial is formed by the merger of two or more other serials (see 7.2.4.5);

Example

Archivio di ottalmologia
and Rassegna italiana di ottalmologia
merge to form Archivio e rassegna italiana di ottalmologia

0.12.2.7 When two or more serials are formed from the split of a serial (see 7.2.4.6).

Example

Geografi i Bergen
becomes Geografi i Bergen. Serie A
and Geografi i Bergen. Serie B

0.12.3 Major changes to integrating resources. For integrating resources, a new record is required in the following cases:

0.12.3.1 When the edition statement changes and indicates a significant change to the scope or coverage of the resource;

Example

Manual of forestry management practices. – Canadian edition
becomes Manual of forestry management practices. – North American edition

0.12.3.2 When the physical medium changes;

Example

Cuadernos de historia medieval
(Print version)
becomes Cuadernos de historia medieval
(Online version)

0.12.3.3 When a resource is formed by the merger of two or more other resources (see 7.2.4.5);

Example

USMARC format for bibliographic data
and Canadian MARC communication format for bibliographic data
merge to form MARC 21 format for bibliographic data

0.12.3.4 When two or more resources are formed from the split of a resource (see 7.2.4.6).

0.13 For continuing resources, changes not requiring a new description

0.13.1 Minor changes in title proper of serials. For serials, a new description is not required in cases of minor changes in the title proper. In general, if a minor change occurs in the title proper, the later title is given in a note (see 7.1.1.5.1). The following are to be considered minor changes:

0.13.1.1 The change is in the representation of a word or words, for example,

one spelling vs. another

Examples

Statistisk aarvog for kongeriget Norge
becomes Statistisk årbok for kongeriket Norge

Labour history
becomes Labor history

abbreviated word or sign or symbol (e.g. “&”) vs. spelled-out form

Examples

Accommodations and travel services
becomes Accommodations & travel services

Ga. peach statistics
becomes Georgia peach statistics

Oxf. Hist. Soc.
becomes Oxford Historical Society

arabic numeral vs. roman numeral

Example

XXe siècle
becomes 20e siècle

number or date vs. spelled-out form

Examples

Four wheel fun
becomes 4 wheel fun

XX century
becomes Twentieth century

hyphenated word vs. unhyphenated word

Example

Year-book of the ...
becomes Year book of the ...

one-word compound vs. two-word compound, whether hyphenated or not

Example

Openhouse
becomes Open house

0.13.1.2 The change involves an acronym or initialism vs. the full form (see also 1.1.3.3);

Example

Research in technological adaptation
becomes RITA

0.13.1.3 The change is in the inflexion of a word, for example from singular to plural form;

Examples

Fishery report
becomes Fisheries report

Research studies
becomes Research study

0.13.1.4 The change is the addition, deletion, or change of articles, prepositions, and conjunctions anywhere in the title;

Example

Fiscal survey of the states
becomes The fiscal survey of states

0.13.1.5 The change involves the name of the same corporate body and elements of its hierarchy or their grammatical connection anywhere in the title (e.g. the addition, deletion, or rearrangement of the name of the corporate body or the substitution of a variant form, including an abbreviation);

Examples

Rapport de la Société canadienne de l'Eglise catholique
becomes Rapport / Société canadienne de l'Eglise catholique

Views / Goodridge Area Historical Society
becomes Views from the Goodridge Area Historical Society
becomes Views from the GAHS

Berichte der Deutschen Gesellschaft für Mathematik und Datenverarbeitung
becomes GMD-Berichte

AAPG continuing education course notes series
becomes American Association of Petroleum Geologists continuing education course notes series

Boletín de la Sociedad Española para la Defensa del Patrimonio Geológico y Minero
becomes Boletín S.E.D.P.G.M.

0.13.1.6 The change is the addition, deletion, or change of punctuation, including initialisms and letters with separating punctuation vs. those without separating punctuation, anywhere in the title;

Example

GBB
becomes G.B.B.

0.13.1.7 The change is in the order of titles when the title is given in more than one language on the chief source of information, provided that the title chosen as title proper still appears as a parallel title;

Example

South African medical journal = Suid Afrikaanse tydskrif vir geneeskunde
becomes Suid Afrikaanse tydskrif vir geneeskunde = South African medical journal

0.13.1.8 The change is the addition, deletion, or change of words anywhere in the title that link the title to the numbering;

Examples

Tin
becomes Tin in ...

0.13.1.9 Two or more titles proper are used on different issues of a serial according to a regular pattern;

Examples

Weekly labor market report
Last issue each month has title: Monthly labor market report

Minneapolis morning tribune
Sunday issues have title: Minneapolis Sunday tribune
Editorial comment: Daily issues and Sunday issues have consecutive numbering

Annual report / Medical Association of South Africa
Note: Reports for alternate years have title: Jaarverslag / Die Mediese Vereniging van Suid-Afrika

0.13.1.10 The addition to, deletion from, or change in the order of words in a list anywhere in the title, provided that there is no significant change in the subject matter;

Example

Kartboken for Oslo, Bærum, Lørenskog, Nesodden, Oppegård, Ski
becomes Kartboken for Oslo, Bærum, Asker, Lørenskog, Nesodden, Oppegård, Ski

0.13.1.11 The addition or deletion anywhere in the title of words that indicate the type of resource such as “magazine”, “journal”, or “newsletter”, or their equivalent in other languages;

Examples

Fussball-Jahrbuch
becomes Fussball

Handel und Industrie
becomes Revue Handel und Industrie

Minnesota history bulletin
becomes Minnesota history

Trade and industry

becomes Trade and industry review

Colección Ciencias y técnicas
becomes Ciencias y técnicas

Baubetrieb, Bauökonomie, Baurecht
becomes Schriftenreihe Baubetrieb, Bauökonomie, Baurecht

Relatórios de pesquisa
becomes Série Relatórios de pesquisa

but not Link magazine

becomes Link journal

Editorial comment: The change from one word indicating the type of resource to another word is a major change if it occurs in the first five words of the title (see 0.12.1.1).

0.13.1.12 In case of doubt, consider that the title has not changed.

0.13.2 Minor changes to integrating resources.

Any change in information recorded in the description for the same integrating resource other than those noted in 0.12.3.1 and 0.12.3.2 does not result in a new description; instead, the description is changed to reflect the new information.

Example

Hirnet
becomes Terminál

Editorial comment: The only change is in the title proper of the Web site

SPECIFICATION OF ELEMENTS

1 TITLE AND STATEMENT OF RESPONSIBILITY AREA

Contents

- 1.1 Title proper
- 1.2 General material designation
- 1.3 Parallel title
- 1.4 Other title information
- 1.5 Statement of responsibility

Recommended punctuation

- A.** The general material designation is enclosed in square brackets, the first bracket being preceded and the second followed by a space ([]).
- B.** Each parallel title or other parallel statement is preceded by a space, equals sign, space (=).
- C.** Each unit of other title information is preceded by a space, colon, space (:), unless a word or phrase is given on the resource to link a second or subsequent unit with the preceding unit.
- D.** The first statement of responsibility following any title is preceded by a space, diagonal slash, space (/).
- E.** Each subsequent statement of responsibility is preceded by a space, semicolon, space (;), unless the statements are considered to form a single phrase.
- F.** Titles of individual works by different authors, composers, artists, etc. contained in a resource, are separated by a point, space (.), unless a linking word or phrase is given on the resource.
- G.** Titles of individual works by the same author, composer, artist, etc. contained in a resource are separated by a space, semicolon, space (;).
- H.** In the case of titles made up of common and dependent titles, each dependent title designation, if any, or each dependent title following the common title is preceded by a point, space (.)
- I.** Each dependent title following a dependent title designation is preceded by a comma, space (,).
- J.** A dependent title designation or dependent title following other title information or a statement of responsibility is preceded by a point, space (.).

Examples

Title proper [General material designation]

Title proper [General material designation] : other title information

Title proper [General material designation] = Parallel title

Title proper [General material designation] = Parallel title : other title information

Title proper [General material designation] : other title information = parallel other title information

Title proper [General material designation] / statement of responsibility

Title proper [General material designation] = Parallel title / statement of responsibility

Title proper [General material designation] = Parallel title = Parallel title / statement of responsibility

Title proper [General material designation] : other title information : other title information / statement of responsibility

Title proper [General material designation] / statement of responsibility = parallel statement of responsibility

Title proper [General material designation] / statement of responsibility = Parallel title / parallel statement of responsibility

Title proper [General material designation] / statement of responsibility ; second statement of responsibility ; third statement of responsibility

Title [General material designation] / statement of responsibility. Title / statement of responsibility

Title [General material designation] ; title / statement of responsibility

Title [General material designation] : other title information ; Title : other title information / statement of responsibility

Title [General material designation] = Parallel title ; Title = Parallel title / statement of responsibility

Common title. Dependent title [General material designation]

Common title. Dependent title designation, Dependent title [General material designation]

Common title. Dependent title designation [General material designation]

Common title. Dependent title [General material designation] = Parallel common title. Parallel dependent title

Common title. Dependent title [General material designation] / statement of responsibility

Common title : other title information. Dependent title [General material designation] : other title information

Common title / statement of responsibility. Dependent title [General material designation] : other title information / statement of responsibility = Parallel common title / parallel statement of responsibility. Parallel dependent title : parallel other title information / parallel statement of responsibility

Prescribed sources

Printed resources:

Title page or title-page substitute.

Information found on the resource but not on the prescribed source is given in area 1, enclosed in square brackets, or in area 7. Individual stipulations (e.g. 1.1.3.3, 1.1.4.3) place limitations on the information found on the resource that is given in area 1.

Multipart monographic resources:

When there is no prescribed source of information applying to the whole resource, but each part has its own prescribed source of information, the prescribed source of the first available part is selected.

Cartographic resources and nonbook resources:

The resource itself, accompanying material, container.

Electronic resources:

The resource itself, documentation, other accompanying material, container.

For all types of resources:

Information found outside the resource may be given in area 7.

For resources containing different works:

Monographs:

When there is no prescribed source of information applying to the whole resource, but each work contained in it has its own prescribed source of information, the several sources of information, including those of tête-bêche resources containing different works, may be considered collectively as a single source of information.

Continuing resources:

When the resource contains more than one work, each with its own prescribed source of information and numbering, a separate description is made for each. An appropriate explanation is given in area 7 relating the separate descriptions. The same applies to tête-bêche resources with text and title pages in the same language and/or script.

1.1 Title proper

1.1.1 Scope

The title proper consists of the title of the resource described in the form in which it appears on the prescribed sources of information for the title and statement of responsibility area. It includes alternative titles and the conjunction linking an alternative title with the first part of the title proper.

It can consist of a common title and a dependent title when a section, supplement, part, etc., has a title or designation insufficient to identify it without the inclusion of the common title or the title of the main resource.

The title proper excludes any parallel titles (see 1.3) or other title information (see 1.4).

Resources lacking a collective title are considered not to have a title proper (for the treatment of such resources see 1.1.4.4).

For the selection of the title proper when a title appears in more than one language and/or script (on the same source or on different sources), see 1.1.3.1, 1.1.3.2.

For resources other than electronic resources, the source of the title proper is given in a note (see 7.1.1.2) if (a) it is from a title-page substitute for printed textual resources or (b) it is from a source other than the preferred source of information for cartographic resources and nonbook resources.

For electronic resources, the source of the title proper is given in a note in all cases.

Examples

<i>Type of resource</i>	<i>Title on resource</i>	<i>Title proper</i>
motion picture	"Non-destructive inspection – a dollar saving diagnostic tool"	Non-destructive inspection
sound recording	"L'Ascension, hymne pour grand orchestre"	L'Ascension
model	"Muscular dynamism or Unique forms of continuity in space"	Muscular dynamism, or, Unique forms of continuity in space
book	"Don Juan oder die Liebe zur Geometrie"	Don Juan, oder, Die Liebe zur Geometrie
book	"Julie ou La nouvelle Héloïse",	Julie ou La nouvelle Héloïse
filmstrip	"French colonies in America. Colonies françaises d'Amérique"	French colonies in America
serial	"Willing's press guide"	Willing's press guide
newspaper	"Le Monde"	Le monde
periodical	"Cartactual"	Cartactual
yearbook	"Farm & home almanac "	Farm & home almanac
subseries	"Kulturwissenschaften "	Kulturwissenschaften

integrating resource	“Amazon.com ”	Amazon.com
integrating resource	“ A century of lawmaking for a new nation ”	A century of lawmaking for a new nation
integrating resource	“ Webdo ”	Webdo
Electronic resource	"Mix and match games, Module 1–Letters"	Mix and match games. Module 1, Letters

1.1.2 The title proper is the first element of the description even when it is preceded on the prescribed source of information by statements of responsibility, edition statements, series statements, publication/distribution statements, date, price or other matter that is not title proper information

1.1.3 Forms of title proper

The title proper can take various forms:

1.1.3.1 The title proper can consist solely of term(s) indicating a type of work or its intellectual or artistic content or of a generic term or terms.

Examples

Proceedings
Plays
Collected works
Journal
Textes et documents
Concerto
Drawings
Survey data
Software
Graphics

1.1.3.2 The title proper can consist of the name of a person or corporate body when the prescribed source of information bears no title other than that name.

Examples

Sophocles
The British Museum
Kongress geografa Jugoslavije, Rijeka–Pual Gorica, 3-8.X 1949
Tabby to Pindar
Diss büch heÿssset Lucidarius
Museum diluvianum quod possidet Joh. Jacobus Scheuchzer
Arthur Sullivan
The Beatles
Michigan Institute on the Teaching of Librarianship
Dian Fossey
International Summer School on Computational and Mathematical
Linguistics

1.1.3.3 The title proper can consist of or include a set of initials, an acronym, or a logo.

Examples

ISBD(M)
IFLA journal
Collection CAP
MM 51
BASIC

The expanded form, when present on the prescribed source of information but not selected as the title proper (see 1.1.3), is given as other title information (see 1.4.3) or as a statement of responsibility (see 1.5.4).

When it is not on the prescribed sources, the expanded form may be given in a note (see 7.1.1.4.)

For electronic resources:

Note, however, that a file name of an electronic resource is not treated as the title proper unless it is the only name given internally on the file and externally on the resource, its container, documentation and other accompanying material (see also 1.1.5).

- 1.1.3.4** The title proper can consist of two parts (each of which may be considered to be a title) linked by the word "or", "that is", etc. (or the equivalent in another language). The second part is defined as the alternative title.

Examples

Eric, or, Little by little
"Le tiers des étoiles" ou On ne sait pas quel ange
Don Juan, oder, Die Liebe zur Geometrie
Moriae encomium, or, A panegyrick upon folly
Rechtschaffener Tantzmeister, oder, Gründliche Erklärung der frantzösischen Tants-Kunst
Le mystère d'iniquité, c'est à dire L'histoire de la Papauté par quels progresz elle est montée à ce comble
Lutèce ou Premier plan de la Ville de Paris
The West India atlas, or, A compendious description of the West Indies
Un giorno di regno ossia Il finto Stanislao
Nina ou La folle par amour
Belmont and Constanze oder Die Entführung aus dem Serail
Dr. Strangelove, or, How I learned to stop worrying and love the bomb
Marcel Marceau ou L'art du mime

- 1.1.3.5** The title proper can include numbers or letters when these are essential information in order to distinguish the title proper from other titles.

Examples

Analytic theory of continued fractions II
Knox County, Kentucky, marriage book BB & C
In Caii Plinii Secundi Naturalis Historiae I. & II. cap.
Knitting I

Knitting II
International map of the world 1:1 000 000
World 1:5 000 000 series 1106
GSGS 4042
Le 01
37 design and environment projects
L und E
Editorial comment: The other title information reads:
Österreichisches Zentralorgan für Lebensmittel und Ernährung
Dossiers CH+6

For notated music resources and sound recordings:

The title proper can include statements about the key, numbering, date of composition, and medium of performance, when the title, exclusive of these statements, consists of a generic term.

Examples

String quintet no. 1, A major, op. 18
Klavierkonzert Nr. 5, Es-Dur
Sinfonia 1 (1970)
Sonate en ré majeur, opus 3, pour violon
Scherzo for two pianos, four hands

Otherwise such statements are regarded as other title information (see 1.4.4.1).

- 1.1.3.6** The title proper can include a statement of responsibility, the name of a publisher, or details relating to other descriptive elements (e.g. edition statement) when such information is linguistically an integral part of the title.

Examples

Marlowe's plays
Revai Nagy lexicon
Newcomb-Engelmann's Populäre Astronomie
Report of the Expert Group on Special Care for Babies
Lettres inédites d'Anatole France à Paul Grunebaum-Ballin
Lettere edite ed inedite di Felice Orsini, Giuseppe Mazzini, Giuseppe Garibaldi e
Francesco Domenico Guerrazzi intorno alle cose d'Italia
Pocket volume of selections from the poetical works of Robert Browning
The post-humous works of Robert Hooke
Lucidario in musica di alcune oppenioni antiche, et moderne con le loro oppositioni, &
resolutioni
Le premier volume de messire Jehan Froissart lequel traicte des choses dignes de
memoire aduenues tant es pays de France
Cinema-Ed Bureau films for the year
University of California publications in Classical archaeology
Willing's press guide
Rapport de gestion de la Banque nationale suisse
La Route Shell
Mundy's map of the twin cities Edmonton & Strathcona

Mozarts Klavierkonzerte
Fantasien über Gedichte von Richard Dehmel für Klavier op. 9
Charles Aznavour présente ses plus grands succès
The Penguin book of Italian madrigals
The vocal score and libretto of The merry widow
The Esso student's business game
The Sunday Times guide to the modern movement in the arts
Adventure games of Derek Tyne Galaxy Inc.'s guide to spreadsheets

For nonbook resources

Note, however, that in the case of film and video materials, credits for performer, author, director, producer, presenter, etc., when preceding or following the title proper are generally not considered as part of the title proper, even if the credits are linguistically connected with the title.

Examples

Star wars [Motion picture]

Editorial note: Title frame reads: Twentieth Century Fox presents Star wars

Thief [Motion picture]

Editorial note: Title frame reads: Thief, with James Caan

1.1.3.7 The title proper can consist of a common title and a dependent title, with or without dependent title designation.

Example

Internationale Quartär-Karte von Europa. Blatt 8, Magnitogorsk

1.1.4 Choice of title proper

1.1.4.1 Resource with one prescribed source of information

1.1.4.1.1 When two or more titles in the same language and/or script appear on the prescribed source of information, the title proper is selected by reference to the typography of titles on the prescribed source of information (see for example 1.1.3.3), or, if there is no typographical distinction, the sequence of titles on the prescribed source of information. If the typography or sequence do not provide the basis for a clear choice, select the most comprehensive title.

For older monographic resources:

The first title appearing on the prescribed source of information is selected as the title proper.

For continuing resources:

When the title appears in full and in the form of a set of initials or an acronym, the full form is chosen as the title proper and the initials or acronym is given as other title information (see 1.4.3).

1.1.4.1.2 When the titles are in different languages and/or scripts, (i.e. parallel titles, see 1.3), the title proper is the title in the language and/or script of the content or the main part of the resource

When this criterion cannot be applied, the title proper is selected by reference to the typography of titles on the prescribed source of information or, if there is no typographical distinction, the sequence of titles on the prescribed source of information.

1.1.4.2 Resource with more than one prescribed source of Information

1.1.4.2.1 When a resource has more than one prescribed source of information, as in the case of a multi-language or multi-script resource with a prescribed source of information in each language or script, the title proper is selected from the prescribed source of information that is in the language and/or script of the content or the main part of the resource .

1.1.4.2.2 When this criterion cannot be applied (either because the resource has no language or because its content is presented equally in two or more languages or scripts), the title proper is selected:

for printed resources or resources having the characteristics of a printed book (including microreproductions):

from the right hand (recto) of two facing title pages or from the first of two or more title pages on recto pages.

for older monographic resources:

from the right hand (recto) of two facing title pages or from the first of two or more title pages on recto pages, unless the first was clearly intended to be cancelled. A letterpress title page is to be preferred to an engraved title page.

for cartographic, nonbook and electronic resources:

from the first of two or more sequentially presented sources of information.

1.1.4.2.3. In the case of tête-bêche resources where text and/or prescribed sources of information in two different languages and/or scripts are presented with equal status, the choice of title proper is at the discretion of the cataloguing agency. The title not chosen as title proper is given as a parallel title (see 1.3.2). A note explaining the tête-bêche condition may be given in area 7

1.1.4.3 Resources with two or more works with a collective title

When a resource contains two or more individual works and bears a collective title as well as the titles of the individual works on the prescribed source of information, the collective title is chosen as the title proper. The titles of the individual works may be given in area 7.

Examples

Three notable stories

Note: Contents: Love and peril / the Marquis of Lorne. To be or not to be / Mrs. Alexander. The melancholy hussar / Thomas Hardy

Musik aus Frankreich

Note: Contents: Hirtenweise ; Sarabande / Jean François Dandrieu. Der Kuckuck ; Rigaudon / Louis-Claude Daquin. Minuetto / François-Joseph Darcis. Allegro; Siciliano / Antoine Dauvergne

Songs of the Beatles

Note: Contents: Yellow submarine ; Yesterday ; Maxwell's silver hammer

Disneyland [Visual projection]

Note: Contents: Tomorrow ; Fantasyland ; Frontierland ; Adventureland ; Main Street, USA

Dansons avec le Ry-Co jazz [Sound recording]

Note: Contents: Bolingo habiba : cara cara (24 min., 45 sec.). Liwa ya tata : boléro (3 min., 30 sec.). Bina charanga : charanga (3 min., 10 sec.). M'paugi ya munu : cha cha cha (3 min.)

Winter games [Electronic resource]

Note: Contents: Hit the slopes ; Hit the ice

Finance directions [Electronic resource]

Note: Contents: Mortgages / B. Hardy. Loans / A. Martin-Smith. Retirement / R.T. Couts

For older monographic resources:

The title proper can include the titles of the individual works only if they are linguistically linked to the title proper. The titles of the individual works may be given in area 7.

Their omission from the title proper is indicated by the mark of omission.

Examples

The spinning wheel's garland, containing several excellent new songs...

Note: Contents listed on title-page as:

- I, The good housewife's coat of arms
- II. The spinning-wheel's glory.
- III The taylor disappointed of his bride.
- IV The changeable world.

Zweij schöne neue geistliche Lieder...

Note: Contents listed on title-page as: Das erst, Von dem heiligen Martyrer Meynrado, Grafen von Sulgen. Das Ander, Von Maria der Allerseligesten Gebererin

1.1.4.4 Resource with two or more works without a collective title

There is no title proper for a resource containing two or more individual works but lacking a collective title. (For the transcription of such titles, see 1.1.5.2.1.)

If on a resource lacking a collective title, one work is the predominant part of the resource, its title is considered as the title proper and the titles of the other works are given in a note (see 7.7.1).

1.1.4.5 Resource as part of a multipart monographic resource or a continuing resource

1.1.4.5.1 When a section, supplement, part, etc. has a title or a designation insufficient to identify it without the inclusion of the common title, the title proper of the resource consists of a common title and a dependent title designation and/or a dependent title (i.e. a common title, a section designation and/or a section title, the title of the main resource and the non-distinctive title of a supplement or inset; the title of the main series, a subseries designation and/or the non-distinctive title of a subseries, the title of the multipart monographic resource and the non-distinctive title of the part described, etc.).

Examples

Advanced calculus. Student handbook
Histoire du peuple anglais au XIX^e siècle. Epilogue
Die Missionsgeschichte späterer Zeiten, oder Gesammelte Briefe der katholischen Missionare aus allen Theilen der Welt : ein wichtiger Beytrag zur Natur- Länder- und Völkerkunde, vorzüglich aber zur christlichen Erbauung. Der Briefe aus Ostindien erster Theil
Ordnance Survey of Great Britain one inch to one mile map. Seventh series. Sheet 145, Banbury
Italian secular song, 1606-1636. Florence
The German pre-classics. Series A, George Philipp Telemann [Sound recording]
Mix and match games. Module 1, Letters [Electronic resource]
IEE proceedings. A
Acta Universitatis Carolinae. Philologica
Geographical abstracts. C, Economic geography
Kits for tots. Bimonthly filmstrip additions
Art of advocacy. Structured settlements
OSHA compliance manual. Application of key OSHA Topics

For continuing resources:

When describing a supplement or an insert/inset with a dependent title, the title of the main continuing resource is also given in area 7 (see 7.2.4.9).

When describing a subseries with a dependent title, the title of the main series is also given in area 6.

1.1.4.5.2 When a supplement, inset, part, etc. of a multipart monographic resource can be identified without the inclusion of the common title, the title proper is the individual title of the supplement, inset, part, etc. The common title is given in area 6.

Examples

Mining and minerals
In area 6: (The law of South Africa ; vol. 18)
Bathymétrie de la terminaison sud de l'arc insulaire des Nouvelles-Hébrides
In area 6: (Contribution à l'étude géodynamique du Sud-Ouest Pacifique ; H.V. III-1)
Ermani
In area 6: (The works of Giuseppe Verdi. Series I, Operas = Le opere di Giuseppe Verdi. Sezione I, Opere teatrali ; vol. 5)
Art music from the Far East [Sound recording]
In area 6: (Musical sources)
U.S. grain sales and shipments [Electronic resource]
In area 6: (GSR agricultural surveys)

For continuing resources:

When supplements and insets are described under an independent title, the common title is given in area 7.

Example

Advances in physics

Note: Supplement to: Philosophical magazine = ISSN 0031-8086

1.1.4.5.3 When the common title or title of the main resource is linguistically an integral part of the title of the supplement, part, etc., the title proper consists of the integrated statement of both titles.

Examples

Supplement to Hain's Repertorium bibliographicum
Geological basis for Vegetation of Southwest Africa
Editorial comment: Vegetation of Southwest Africa is the title of the main item.
Superfluous hair, from Mail order madrigals
More graphics for Imagine that!

1.1.4.6 Series designation

For serials, any numbers or other information relating to chronological series designation is not transcribed as a dependent title but is given in area 3 (see 1.1.5.3, 3.3.9).

Example

On the title pages:
Nuovo archivio veneto. Ser. 2 (1891-1900)
Nuovo archivio veneto. Ser. 3 (1901-)
Title proper: Nuovo archivio veneto

1.1.5 Transcription

1.1.5.1 The title proper is transcribed from the prescribed source of information exactly as to wording, but not necessarily as to capitalization or punctuation (see also 0.7).

Examples

Elements of mineralogy
A view of Sir Isaac Newton's philosophy
To Sir Richard Hill, Bart.
Abstract of an Act of Parliament, 27 George 2d, 1754.
My voice is shrill and clear
Note: The title is taken from the opening lines of the poem
Sir, With submission, I have found out ways and means to add fifty thousand pound per annum for ever to the Crown
Note: The title is taken from the opening lines of the text
To the inhabitants of London and its environs. Awake! Arise! or be forever fall'n!
The following was, as nearly as we could collect, the words and circumstances attendant on the proposal for peace
Unto the right honourable the Lords of Council and Session, the petition of the Convenor and nine trades of Dundee
Varias antiguidades de Portugal

By the King, a proclamation for a general fast
Der verkannte Werth des saechsischen bergbanes und desselben gute Sache
The unabashed librarian
Editorial comment: Title appears as The U*N*A*B*A*S*H*E*D librarian
Nouvelle carte des pays du Marché commun
La Camargue
Carte de pollution des eaux superficielles de Languedoc-Roussillon par les détergents
anioniques
A new and exact map of the Dominions of the King of Great Britain on ye continent of
North America

Exceptionally, a very lengthy title proper may be abridged in the middle or at the end, if this can be done without changing the meaning of the title, without loss of essential information and without introducing incorrect grammar. In abridging a title proper, never omit any of the first five words (the first six if the first word is an article). Omissions are indicated by the mark of omission.

For older monographic resources:

Information such as a statement of responsibility not linguistically part of the title proper, or edition statement, series statement, imprint, date or price appearing at the head of the title page or preceding the title proper on a title-page substitute is transcribed in the appropriate area (see 1.5.4.6), and its position indicated in area 7.

Information pertaining to the title and appearing on the prescribed source of information before the title by which the work is commonly identified is included without inversion in the title proper in the description even when the typography indicates the subsidiary nature of such information.

Examples

Quę contineant duodecim ęneidos libri ... P Virgilij Maronis
Herafter foloweth a litel boke called Colyn Clonte

Pious invocations, devices, announcements (including epigrams and dedications) are not included unless they constitute the only title or appear to be part of the title proper by typography or sense.

Example

Hauptschluessel der teutschen vnd italiaenischen Sprache
Editorial comment: The title is preceded by the invocation A.M.A.D.

For continuing resources:

Obvious typographical errors are corrected when transcribing the title proper, and the title as it appears on the continuing resource is given in a note. In case of doubt whether the spelling of a word or words is correct, the spelling is transcribed as found.

Examples

Housing starts
Editorial comment: Title appears on vol. 1, no. 1 as Housing sarts
but Lakeland librarian [sic]
Editorial comment: Title appears as Lakeland lib*arian

If the title includes a date, name, number, etc., that varies from issue or part to issue or part, or from iteration to iteration, this date, name, number, etc., is omitted. This omission is indicated by the mark of omission, except when it occurs at the beginning of the title.

Examples

Report on the ... Conference on Development Objectives and Strategy

La sidérurgie française en ...

IFLA CD ...

Editorial comment: On disk label: IFLA CD 2001

Frommer's Washington, D.C., on \$... a day

Editorial comment: On the title page: Frommer's Washington, D.C., on \$35 a day

The annual report of Governor ...

Editorial comment: On the title page: The annual report of Governor Rhodes. *The name of the governor changes with each specific term of Office*

Tagungsbericht der Österreichischen Gesellschaft für Gefässchirurgie

Editorial comment: On the title page: 2. Tagungsbericht der Österreichischen Gesellschaft für Gefässchirurgie

If the title proper includes any statement that mentions an earlier title, title absorbed, etc., that may or may not be grammatically linked to the rest of the title, such a statement is not transcribed as part of the title. The mark of omission is not given. Relationships with other resources are given in a note.

Examples

The serpentine muse

not The serpentine muse, incorporating the ASH newsletter

Note: Absorbed: The ASH newsletter

International gas report

not International gas report, including World gas report

Note: Absorbed: World gas report

1.1.5.2 Resource without a collective title

1.1.5.2.1 Resource with two or more works without a collective title

When the resource comprises two or more works without a collective title (see 1.1.4.4) the titles of the individual works are given in the order indicated by the typography of titles on the prescribed source of information or, if there is no typographical distinction, the sequence of titles on the prescribed source of information .

Examples

The double-dealer ; Love for love ; The way of the world ; The mourning bride

Flash and filigree ; and, The magic Christian

La petite hutte ; suivi de, Lorsque l'enfant paraît

Romeo and Juliet overture ; and, Capriccio italien

Meditation op. 90 ; Klänge der Stille op. 91

Infancy ; Childhood / Thornton Wilder

Dixit Dominus [Sound recording] : RV594 ; Stabat mater : RV621 ; Gloria in D major :
RV588 ... / Antonio Vivaldi
Electronic writing [Electronic resource] ; Functional grammar ; Verbal communication ... /
Jesse Oktay

When the number of individual works is very large, the first three titles may be given, followed by the mark of omission. The complete contents may be given in area 7.

For older monographic resources:

The titles of the individual works are given in the order indicated by the sequence of titles on the title page, or the sequence of title pages in the resource when the several pages are considered collectively as a single source of information.

Examples

The floures of philosophie ; with The pleasures of poetrie annexed vnto them ...
The serving-man become a queen. Jockey of the green. The lass of Richmond Hill
The humble petition of a beautiful young lady. The Rvnd. Dr B = rk --- y's answer to the
young ladies petition

Note: Both titles are caption titles on the same page

When works additional to those named on the title page appear in the resource, whether or not on pages laid out as title pages, the titles of such works are either recorded according to the stipulations above or recorded in area 7.

Example

Prima [-decima] egloga della bucolica di Virgilio / per B. Pulci dilatino in vulgare traducta.
Elegia di Bernardo Pulci a Lorenzo de Medeci per lamorte di Cosimo ; Bernardus
Pulcius florentinus de obitu diue Simonette. Francisci de Arsochis senensis
carmen bucolicum egloga prima [-iiii] incipit. Buccolica di Hieronymo Beniuione
fiorentino. Bucolica di Iacopo Florino

Note: Titles taken from leaves a6, e6, f2 gl, h7, m4 verso

When the number of individual works is very large, the first three titles may be given, followed by the mark of omission. The complete contents may be given in area 7.

In the case of a multipart monographic resource containing the part numeration within the title proper, the numeration of the last part is given following the numeration of the first in square brackets after a hyphen.

Example

Quinti Horati Flacci epistolarum liber primus [-secundus]

Exceptionally, when the title page and the titles of the other works do not convey the idea of a collection, or when there are many titles contained in such a resource, a title is constructed for the whole resource

Example

[A collection of Acts of Parliament enacted in 1732]

1.1.5.2.2 Displayed text without a title proper

When the resource has a displayed text but no title proper (as in the case of some broadsides, some posters, wallcharts, etc.), the text is transcribed either in full or in an abridged form.

Omission of complete phrases or sentences is not indicated; abridgement of phrases, sentences, or words is indicated by the mark of omission.

The order of statements in the transcription is determined by reference to the character of the statements appearing on the resource, their typography and the layout of the resource. Important parts of the content of the text, such as the names of products or organizations and the names, places and dates of events, are retained.

Additional information on these or any other aspect of the content may be given in area 7.

Punctuation is at the discretion of the cataloguing agency, except that combinations of symbols and spacing that have a special function within this area of the ISBD outline are to be avoided.

Examples

Emprunt national 1920 - Souscrivez - Banque de Paris et des Pays-Bas [Graphic]

Tales of wonder, no. 3 - The horror in the telescope, by Edmond Hamilton [Graphic]

Note: Transcription of text from enlarged reproduction of magazine cover

'Comment trouvez-vous ce petit vin-là ...' [Graphic]

Note: Caption title abridged

Court cases 1969 ... by counties in southeastern Connecticut [Electronic resource]

For older monographic resources:

Omission or abridgement is indicated by the mark of omission. The order of statements in the description is determined by the sequence of information on the resource.

1.1.5.3 Common and dependent titles (see 0.3.1, see also Appendix A)

In the case of a resource with a title proper consisting of a common title and a dependent title, the first element is the common title, which is followed by a dependent title designation, or a dependent title, or both. The dependent title is linked directly to its common title (for cases in which other title information or a statement of responsibility must be interposed, see 1.4.4.7, 1.5.5.13).

Multipart monographic resources (see 1.1.4.5.1)

Continuing resources:

Sections:

Acta biologica. Protozoa

Études et documents. Série C

Journal of polymer sciences. Part A, General paper

Section with subsections:

Analele Universității București. Seria științe sociale. Estetică
Pubblicazioni dell'Università cattolica del Sacro Cuore. Contributi. Serie 3^a, Varia

Supplements:

Dansk periodicafortegnelse. Supplement
La lettre du maire. Textes et documents
The Baker Street journal. Christmas annual

Subseries:

Collection Armand Colin. Section de philosophie
Studia religiosa Helvetica. Series altera

Dependent title(s) appearing on the resource but not on the title page are given in square brackets.

1.1.5.4 Resources without any title

1.1.5.4.1 When a resource bears no title, a title is devised and recorded in square brackets. The title thus supplied should be concise, reflecting the area and/or the subject of the resource, in the language and script of the resource, or for a resource having no language, the language and script chosen by the cataloguing agency.

Examples

[Moon buggy]
[Phantom jet fighter landing at R.A.F. Leuchars, July 1971] [Motion picture]
[Computer and information science technical reports, University of Florida]
[Mining claims in parts of Gloucester and Restigouche counties, New Brunswick, Canada]
[Coast of Maine from Owls Head to Penmaquid Point]
[Cartes de la médecine libérale en France, par secteurs sanitaires]

1.1.5.4.2 Displayed text without a title proper

When the resource has a displayed text but no title proper (as in the case of some broadsides, some posters, wallcharts, etc.), the text is transcribed either in full or in an abridged form.

Omission of complete phrases or sentences is not indicated; abridgement of phrases, sentences, or words is indicated by the mark of omission.

The order of statements in the transcription is determined by reference to the character of the statements appearing on the resource, their typography and the layout of the resource. Important parts of the content of the text, such as the names of products or organizations and the names, places and dates of events, are retained. Additional information on these or any other aspect of the content may be given in area 7.

Punctuation is at the discretion of the cataloguing agency, except that combinations of symbols and spacing that have a special function within this area of the ISBD outline are to be avoided.

Examples

Emprunt national 1920 - Souscrivez - Banque de Paris et des Pays-Bas [Graphic]
Tales of wonder, no. 3 - The horror in the telescope, by Edmond Hamilton [Graphic]
Note: Transcription of text from enlarged reproduction of magazine cover
'Comment trouvez-vous ce petit vin-là ...' [Graphic]
Note: Caption title abridged
Court cases 1969 ... by counties in southeastern Connecticut [Electronic resource]

For older monographic resources

Omission or abridgement is indicated by the mark of omission. The order of statements in the description is determined by the sequence of information on the resource.

1.1.6 Variant titles

Variant titles (other than parallel titles, see 1.3) not selected as title proper are treated as other title information when they appear on the prescribed source of information. Variant titles appearing elsewhere on the resource may be given in area 7.

Examples

Die Sage von den Nibelungen : Nibelungenlied
Voyage to Venus : Perelandra
The devils : the possessed
Concerto op. 7,7 : Konzert A-Dur für Streichorchester
Sinfonie Nr. 3 : Eroica
Editorial comment: notated music
Symphony no. 3 : Eroica
Editorial comment : sound recording
Barbara
Note: Sleeve title: Barbara, l'aigle noir

For older monographic resources:

Variant titles and original titles in the language of the title proper (other than parallel titles, see 1.3), not selected as title proper are treated as other title information when they appear on the title page. Variant titles appearing elsewhere in the publication are given in area 7.

Examples

Hodoegus : Igazsagra vezerlő kalauz
Seculum Davidicum redivivum : the divine right of the revolution scripturally and
rationally evinced and applied
Editorial comment: The Latin title is by typography clearly subsidiary to the
English
Phiala sanctorum ... Modlitby nábožné ...
Editorial comment: The Biblical reference "Apocal.5" is omitted

For continuing resources:

Variant titles (other than parallel titles, see 1.3) not selected as title proper, whether appearing on the prescribed sources of information or in other parts of the resource, are given in area 7 (see 7.1.1.3).

For cartographic resources:

Variant titles (other than parallel titles, see 1.3) not selected as title proper may be given in area 7 (see 7.1.1.3).

For electronic resources:

File names not selected as the title proper (see 1.1.2.3) may be given in area 7 when they appear on the prescribed source of information

1.1.7 Changes

Changes in the title proper may involve making a new description (see 0.12, 7.1.1.6).

For serials:

A new description is made if a major change in the title proper occurs (see 0.12).

If a minor change in the title proper occurs, a note on the change is made if considered important to users of the catalogue (see 7.1.1.6.1).

When, in the course of publication of the continuing resource, by reason of a lasting change in the layout of the title page, the section title becomes an independent title, i.e. it appears more prominently than the common title and can consequently be dissociated from it, the resource is described under this independent title that has become its title proper. In this case the former common title is given in area 6 as the title proper of the series and the section designation, if any, as the numbering within the series.

Examples

Studia latina Upsaliensia

Series statement: (Acta Universitatis Upsaliensis)

British journal of applied physics

Series statement: (Journal of physics ; D)

When a hitherto dependent title of a subseries becomes independent, the subseries is described under this independent title that has become its title proper. In this case the title of the main series is given in area 6 and the subseries designation, if any, as the numbering within the series.

For supplements and insets:

When the hitherto dependent title of a supplement or an inset becomes independent, the supplement or inset is described under this independent title that has become its title proper. The title of the main continuing resource is given in area 7 (see 7.2.4.8).

For integrating resources:

A new description is not made and the title proper is replaced in the existing description with the new title. The earlier title is given in a note (see 7.1.1.6.2).

For multipart monographic resources:

If a change in the title proper occurs, a note on the change is made if it is considered important to users of the catalogue. A new description is not made.

1.2 General material designation**1.2.1 Scope**

The purpose of the general material designation is to indicate, in general terms and at an early point in the description, the class of material to which the resource belongs.

The general material designation is given when considered important to users of the catalogue. Inclusion of the general material designation is especially useful in integrated catalogues or bibliographies.

1.2.2 If given, the general material designation is given immediately after the title proper. It is given in the language and script chosen by the cataloguing agency.

1.2.3 When the resource comprises a primary component with a subsidiary component(s) not of the same general material category (e.g. a resource in printed form accompanied by a sound disc or a map, a score accompanied by a sound disc, a filmstrip accompanied by a descriptive leaflet, a sound disc accompanied by a leaflet and a wallchart, an electronic resource accompanied by a manual and a wallchart), the general material designation refers only to the primary component.

Examples

Examining documents [Visual projection]

Note: Slides with accompanying sound, teacher's guides, workbooks and quiz questions

E-Z math [Electronic resource]

Note: Software with accompanying teacher's guides, student manuals and flash card

1.2.4 When the resource comprises components belonging to two or more general material categories, no one of which is predominant, (e.g. a collection of teaching materials including a sound recording, filmstrips and wallcharts), the general material designation *Multimedia*, *Kit* or its equivalent in another language and/or script may be used as appropriate. (see definitions in Glossary).

1.2.5 Resources without a title proper

When the resource comprises two or more works without a title proper (see 1.1.4.4), the general material designation is given after the first title.

Examples

La mer [Printed music] ; Khamma ; Rhapsody for clarinet and orchestra / Claude Debussy

Follia [Printed music] : Bewegungen / Klaas de Vries. Muziek II / Peter-Jan Wagemans

La mer [Sound recording] ; Khamma ; Rhapsody for clarinet and orchestra / Claude Debussy

A Shropshire lad [Sound recording] ; The banks of green willow ; Two English idylls / George Butterworth. Variations on a theme of Frank Bridge, op. 10 / Benjamin Britten ; Academy of St. Martin-in-the-Fields ; directed by Neville Marriner

Building economics [Electronic resource] ; Regulatory technology / Hiram Merritt. Construction standards / Theodore McGoldrick

Tax writer [Electronic resource] ; Managing income ; Taking stock / Donald Gaudreau

1.3 Parallel title(s)

Scope

A parallel title consists of a title in another language and/or script than the title proper and presented as an equivalent of the title proper on the prescribed source(s) of information.

1.3.1 A resource may have one or more parallel titles.

Examples

European journal of cancer [GMD] = Journal européen de cancérologie = Europäische Zeitschrift für Cancerologie
International map of natural gas fields in Europe [GMD] = Carte internationale des champs de gaz naturel en Europe
Мистер Всезнайка [GMD] = Mr. Know-All
Alles in allem [GMD] = Tout compte fait
Новости систематики высших растений [GMD] = Novitates systematicae plantarum vascularium
La Birmanie [GMD] : images du bouddhisme vivant = Burma : images of living Buddhism
Les manuscrits datés [GMD] : premier bilan et perspectives : Neuchâtel, 1983 = Die datierten Handschriften : erste Bilanz und Perspektiven : Neuenburg, 1983
Dansk periodicafortegnelse. Supplement [GMD] = The Danish national bibliography. Serials. Supplement
Die Schweiz aus der Vogelschau [GMD] = La Suisse vue à vol d'oiseau = La Svizzera a volo d'uccello = A bird's eye view of Switzerland

When a parallel title is linguistically linked to another part of the description, it is not treated as a parallel title

1.3.2 When on the prescribed source of information there are titles in more than one language and/or script, the title(s) not chosen as title proper (see 1.1.4.1.1, 1.1.4.2) may be transcribed as parallel title(s). Parallel titles are included when necessary for identification or otherwise considered important to users of the catalogue.

Examples

Album for the young [Printed music] = Album für die Jugend
Herfra til evigheden [Motion picture] = From here to eternity
Beyond horizons [Electronic resource] = Allende los horizontes

In the case of tête-bêche printed resources where text and title pages in two different languages and/or scripts are presented with equal status (see 1.1.4.2.3), the title not chosen as title proper is given as a parallel title.

1.3.3 A parallel title can take the same various forms as the title proper (see 1.1.3).

When a statement of responsibility, a statement of other title information, or a statement relating to the publication, production and/or distribution, etc. area can be linguistically linked to a parallel title, it is transcribed as part of the parallel title.

Example

M. Tullii Ciceronis Cato Major, sive Dialogus de Senectute Latino-Germanicus, / in commodiorem usum discentium sic editus à M. Johanne Rhenio. = Des hochweltweisen Heyden Marci Tullii Ciceronis Herrliches Büchlein oder Gespräch von dem hohen Alter, : wie man dasselbe mit Gedult ertragen, vnd sich darein recht schicken, auch die Jugend sich gebürlich darzu bereiten solle vnd könne
Editorial comment: punctuation and order of elements of original retained

1.3.4 The original title in a language other than that of the title proper appearing on the prescribed source of information and not linguistically linked to other descriptive elements (for example, as an alternative title (see 1.1.3.4); as part of other title information (see 1.4.1); as part of a statement of responsibility (see 1.5.3.4); or as part of an edition statement (see area 2) may be treated as a parallel title.

Examples

Loser wins = Les séquestrés d'Altona.
Tétralogie = Der Ring des Nibelungen

The original title in a language other than that of the title proper that does not appear on the prescribed source of information may be given in area 7.

Examples

Das Zeitalter der Atomkraft
Note: Translation of: The era of atomic power
Editorial comment: Original title on verso of title page
Leonardi aretini i[n] opusculu[m] magni Basilio de lege[n]dis poetis prefatio incipit feliciter. Incipit libellus magni Basilio. Apologia [sic] Socratis incipit.
Note: Original titles: 1. 2.

For the original title in the language of the title proper, see 1.4.1..

1.3.5 Transcription

1.3.5.1 If a parallel title appearing on the prescribed source of information is given, it is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation.

Examples

Breathless = A bout de souffle
Pièces de clavecin = The complete harpsichord suites
French colonies in America [Visual projection] = Colonies françaises d'Amérique
History of the French language [Electronic resource] = Histoire de la langue française

Exceptionally, a parallel title may be abridged. Omissions are indicated by the mark of omission.

The instructions in 1.1.5.1 are followed with regard to abridging lengthy parallel titles, omitting dates, numbers, etc., and the transcription of obvious typographical errors.

1.3.5.2 When a prescribed source of information bears more than one parallel title, these titles, if given, are transcribed in the order indicated by the typography of statements on the prescribed source of information or, if there is no typographical distinction, by the sequence of statements on the prescribed source of information.

Examples

Internationale volkskundliche Bibliographie = International folklore bibliography =
Bibliographie internationale des arts et traditions populaires
Art updates in video = Kunst nieuwigheden in video = Lo último del arte en video
Majaladda xeerka = Majallat al-qanun = Law quarterly review
Swiss financial year book = Schweizerisches Finanz-Jahrbuch = Annuaire financier suisse
= Annuario finanziario svizzero
Le nozze di Figaro = Die Hochzeit des Figaro = The marriage of Figaro
Composizioni per liuto = Lute compositions = Lautenstücke
Quattro concerti per l'organo ed altri stromenti [Sound recording] = Vier Orgelkonzerte =
Four organ concertos = Quatre concertos pour orgue
Snow White and Red Rose [Electronic resource] = Blancanieves y Rosaraja =
Schneewittchen und Rosenroth

For older monographic resources:

When a prescribed source of information bears more than one parallel title, these titles are transcribed in the order indicated by the sequence of information on the prescribed source of information. Any other information pertaining to the title and statement of responsibility area, between a title proper and a parallel title, or between parallel titles, is transcribed in the order indicated by the sequence of information on the title page and is preceded by the appropriate prescribed punctuation.

Example

Joh. Amos Comenii Orbis sensualium pictus trilinguis, hoc est Omnium fundamentalium in mundo rerum & in vita actionum pictura et nomenclatura Latina, Germanica & Hungarica ; cum titulorum juxta atq[ue] vocabulorum indice = Die sichtbare Welt in dreyen Sprachen, Das ist Aller Vornehmsten Welt-Dinge und Lebens-Verrichtungen Vorbildung und Lateinische, Deutsche und Vngarische Benamung ; sampt einem Tittel- und Wörter-Register = A' Látható világ háromféle nyelven, az-az Minden derekassab ez világon lévő dolgoknak és az életben való cselekedeteknek le- ábrázolása és Deák, Német és Magyar megnevezése ; A' fellyül való írásoknak és szóknak laystromával

1.3.5.3 Parallel titles appearing on sources of information not selected as the prescribed source of information may be given in square brackets in area 1 or may be given in area 7. Parallel titles appearing elsewhere in the resource may only be given in area 7.

1.3.5.4 Parallel common and dependent titles.

In the case of a resource with a title proper made up of common and dependent title(s), the parallel common title(s) and the parallel dependent title(s), if given, are transcribed following the common title and dependent title.

Examples

Godišen zbornik na Zemjodelsko-šumarskiot fakultet na Univerzitetot vo Skopje. Zemjodelstvo = Annuaire de la Faculté d'agriculture et de sylviculture de l'Université de Skopje. Agriculture
Dansk periodicafortegnelse. Supplement = The Danish national bibliography. Serials. Supplement

1.3.5.5 Resource without a collective title

When the resource comprises two or more works without a collective title (see 1.1.4.4), and when each or any of the individual works has a parallel title or titles, the parallel title(s), if given, are given following the titles to which they apply.

The enticing products of France [Visual projection] = Les produits séduisants de la France. Grape harvesting in Languedoc = La vendange en Languedoc
Du er ikke alene [Electronic resource] = You are not alone. Opname = In for treatment

For older monographic resources:

When the resource comprises two or more works without a **collective** title (see 1.1.4.4), and when each or any of the individual works has a parallel title or titles, the parallel titles are given in the order indicated by the sequence of information on the resource.

When there is one prescribed source of information applying to the whole resource, the parallel titles are given in the order indicated by the sequence of information on the prescribed source of information. When there is no prescribed source of information applying to the whole resource, but works contained in it have their own prescribed sources of information that are used collectively as a single source of information, the parallel titles are given in the order indicated by the sequence of information on each such prescribed source of information.

e.g. Τάδε ἐνεστιν ἐν τῷδε τῷ βίβλῳ. Λουκιάνου. Φιλοστράτου
εἰκονες, ... τοῦ αὐτοηρωικῆ, ... Βίοι σοφιστῶν. Φιλοστράτου
νεωτέρου εἰκονες. Καλλιστράτου ἐκφράσεις = Que hoc
volumine continentur. Luciani opera. Icones Philostrati ; eiusdem
Heroica ; eiusdem uitae sophistarum. Icones iunioris Philostrati.
Descriptiones Callistrati

Any other information pertaining to the title and statement of responsibility area that may intervene between a title of a work and its parallel title, or between parallel titles, is transcribed in the order indicated by the sequence of information on the prescribed source of information and is preceded by the appropriate prescribed punctuation.

Example

Directio methodica processus iudicarii iuris consuetudinarii incltyi Regni Hungariae / per
M. Joannem Kithonich de Koztanicza ... = Rövid igazgatas a' nemes Magyar
Orszagnak es hozzá, tartozó Részeknek szokott törvény folyasirol / mellyet
deákbol magyar nyelvre fordított Kaszoni Janos

1.3.5.6 Changes in continuing resources and multipart monographic resources

For serials and multipart monographic resources:

If a parallel title is added, omitted, or changed on subsequent issues or parts, a note of such changes is given in area 7 (see 7.1.3) when considered important to users of the catalogue.

For integrating resources:

If a parallel title is added, omitted, or changed on subsequent iterations, the description is changed to reflect the latest iteration and the earlier parallel titles are given in area 7 (see 7.1.3) when considered important to users of the catalogue.

1.4 Other title information

Definition

Other title information consists of a word or phrase, or a group of characters, appearing in conjunction with and subordinate to the title proper, parallel title(s) or titles of individual works contained in the resource.

Examples

Basse vallée de l'Aude, exploitation des aquifères, risques de pollution : situation en 1972

Motor road map of South-East England : showing trunk and other classified roads

Bilder einer Ausstellung : zehn Stücke für Klavier

Angelo mio : valse

Easter fresco : for soprano, flute, horn, harp, and piano

Mein erster Sor : Sammlung leichter Gitarrensoli = My first Sor : selection of easy guitar-solos = Il mio primo Sor : raccolta di facili assoli per chitarra

1.4.1 The original title of a work in the same language as the title proper is treated as other title information when it appears on the prescribed source of information (see also 1.1.6).

Example

Die Sage von den Nibelungen [GMD] : Nibelungenlied

1.4.2 A statement of other title information can include a statement of responsibility, a statement relating to publication, production, distribution, etc., or details relating to other descriptive elements (e.g. an edition statement) when such a statement is linguistically an integral part of the other title information.

Any information appearing as other title information that includes one of the required elements (e.g. a statement of responsibility) is included either as other title information or elsewhere in the record. Additional other title information is included when necessary for identification or otherwise considered important to users of the catalogue.

Examples

In search of light : the broadcasts of Edward R. Murrow 1938-1961

The psychology of second language learning : papers from the Second International Conference of Applied Linguistics, Cambridge, 8-12 September 1969

Heil Harris! : a novel based on the television series "The Avengers"

Le encicliche sociali di Leone XIII e Pio XI : testo latino e traduzione italiana della
“Rerum novarum” e della “Quadragesimo anno” con riferimenti ad altri documenti
pontifici

The greenwood tree [GMD] : newsletter of the Somerset and Dorset Family History Society
Esquisse géologique de la Thakkola, Népal central : missions géologiques du C.N.R.S.
Black holes [Electronic resource] : Sidney Owen's space games

For older monographic resources:

Recording information in the order indicated by the sequence of information on the prescribed source of information may also result in an alternative title or details of appendices or other supplementary matter (see also 1.5.4.4) being given as other title information.

Examples

Les pommes de terre, considérées relativement à la santé & à l'économie : ouvrage dans lequel on traite aussi du froment & du riz

Discours sur la nécessité de l'étude de l'architecture : dans lequel on essaye de prouver combien il est important pour le progrès des arts que les hommes en place en acquièrent les connoissances élémentaires

An exposition vpon the Prophet Ionah : contained in certain sermons, preached in S. Maries Church in Oxford

Chemische Erfahrungen bey meinem und andern Fabriken in Deutschland nebst einem Anhang besonderer chemischer Geheimnisse / von J.A. Weber

Théâtre de Pierre Corneille : avec des commentaires et autres morceaux intéressans

For continuing resources:

For continuing resources other than updating loose-leaves, other title information is omitted from the description unless considered important to users of the catalogue, or it may be abridged. If omitted from the description, other title information may be given in a note (see 7.1.3).

When the title proper consists only of the name of the author (corporate body) of the continuing resource (see 1.1.3.2), and when in such cases additional information on the nature or content of the resource would be useful, this information may be given as other title information in square brackets when appearing on the resource, and in area 7 when taken from outside the resource (see 7.1.4).

Example

Société d'études de la province de Cambrai : [bulletin]

For updating looseleaves:

Other title information is included when necessary for identification or otherwise considered important to users of the catalogue. Other title information consisting solely of words relating to the currency of the contents is not included

1.4.3 The expanded form of a title proper that consists of a set of initials or an acronym is treated as other title information when the expanded form appears on the prescribed source of information.

Examples

ISBD(CM) : International standard bibliographic description for cartographic materials
SPSS [Electronic resource] : statistical package for the social sciences

When the expanded form is treated as the title proper (see 1.1.3.3), the set of initials or the acronym present on the prescribed source of information is treated as other title information.

Cahiers de l'Institut de linguistique de Louvain : CILL

For continuing resources:

When the title proper consists of or includes a set of initials or an acronym (see 1.1.3.3), and an expanded form is available from a source other than the prescribed source of information, the expanded form is not treated as other title information, but it may be given in area 7 (see 7.1.1.4).

Example

Collection CAP

Note: Expanded form of title: Collection clés de l'amélioration personnelle

For cartographic resources:

When the title is incomplete or ambiguous it may be completed by additional information supplied from the content of the resource. This addition, enclosed in square brackets, is treated as other title information.

Examples

Vegetation : [in Botswana]

Département de l'Yonne : [carte routière]

Florida : [tourist map]

Street map of Flagstaff, Arizona : [walking tours]

1.4.4 Transcription

1.4.4.1 If a statement of other title information is given, it is transcribed following the title to which it applies (see also 1.4.4.6, 1.4.4.8).

For notated music resources:

For an exception to this stipulation, see 1.1.3.5.

1.4.4.2 If a statement of other title information is given, it is transcribed exactly as to wording, but not necessarily as to capitalization or punctuation. Exceptionally, other title information may be abridged. Omissions are indicated by the mark of omission.

For continuing resources:

The instructions in 1.1.5.1 are followed with regard to abridging lengthy other title information, omitting dates, numbers, etc., and transcribing obvious typographical errors.

Serials:

When abridging other title information, do not omit any of the first five words (the first six words if the first word is an article). If the other title information is abridged, omissions are indicated by the mark of omission

Updating loose-eafs:

Other title information consisting solely of words relating to the currency of the contents is not included.

1.4.4.3 A statement of other title information appearing on the prescribed source of information before the title proper may be transcribed following the title proper when this is linguistically or otherwise possible. When this is not possible, the statement may be given in area 7 (see 7.1.4.)

Examples

“Je roule sans accident! “

Note: At head of title page: "Un professionnel de l'auto vous dit ..."

Tam-Tam : aus dem Repertoire von Nico Palermo

Editorial comment. 'Aus dem Repertoire von Nico Palermo' appears at the head of the title page.

Women's track and field [Visual projection]

Note: At head of title: Here are your color slides ...

For older monographic resources:

For the transcription of title information preceding the most prominent title on the prescribed source of information, see 1.1.5.1.

An alternative form of title that begins after other title information is treated as other title information.

e.g. A Christian funeral : a brief essay on that case, what should be the behaviour of a Christian at a funeral? : or, Some directions how to regulate a funeral by the rules of religion
Весна : поэма г. Клейста : или Изображение приятностей сего времени года с выводимыми из оных важными размышлениями

1.4.4.4 When a prescribed source of information bears more than one statement constituting other title information, these statements, if given, are transcribed in the order indicated by the typography of statements on the prescribed source of information or, if there is no typographical distinction, the sequence of statements on the prescribed source of information.

Examples

Spirit of an age : New Zealand in the seventies : essays in honour of W.B. Sutch

Lorraine, information, encadrement : LIEN : bulletin trimestriel

Distribution of principal kinds of soils : orders, suborders and great groups : National Soil Survey classification of 1967

6 succès d'Elvis Presley : album : piano, chant et guitare

Animal stories [Sound recording] : dramatized readings : a recorded anthology

The Hammons family [Sound recording] : a study of a West Virginia family's traditions : from the Archive of Folk Song

Offshore oil drilling [Electronic resource] : data analysis : from Neel Oil Research Council

For older monographic resources:

Statements of other title information are transcribed in the order indicated by the sequence of information on the prescribed source of information.

1.4.4.5 Resource without a collective title

1.4.4.5.1 When a resource has no collective title (see 1.1.4.4), and when there are statements of other title information relating to one or more of the titles of individual works present, these statements, if given, are transcribed following the titles to which they apply.

Examples

Youth [Printed text] : a narrative ; Heat of darkness ; The end of the tether
Le chevalier du guet [Printed music] : chanson folklorique française ; Qui frappe ici ? :
Louisiane
Leonardo da Vinci [Visual projection] : a pictorial biography ; The Medici : power and
patronage in Renaissance Florence
Special effects [Electronic resource] : morphing and warping ; 3-D modeling : generic
primitives and other basic tools

For older monographic resources:

These statements are given in the order indicated by the sequence of information on the title page. This applies even if the other title information relates to more than one work.

Examples

Les Akanças : prologue mélo-dramatique, en un acte et en prose ; suivi Des Espagnols
dans la Floride : pantomime en trois actes et à spectacle
Vortigern : an historical tragedy, in five acts ... ; and Henry the Second : an historical
drama

1.4.4.5.2 A statement on the prescribed source of information constituting other title information and relating to more than one work by the same author, composer, etc., if given, is transcribed following the titles of the works to which it applies . Otherwise, for example, if the works by one author, composer, etc. are not consecutive, the statement may be given in area 7.

Examples

Endstation Sehnsucht ; Die Glasmengerie : zwei Theaterstücke
Eight variations in G major K. 24 ; Seven variations in D major K. 25 : for piano
Lied auf dem Dach ; Tafelmusik ; Ausklang : für großes Orchester
Pow! [Electronic resource] ; Zap it : two adventure games / Rick Held

1.4.4.5.3 A statement on the prescribed source of information constituting other title information and relating to all the works in a resource, although they are by different authors, composers, etc., may be given in area 7.

1.4.4.5.4 When the relationship between the statement constituting other title information and the titles of the individual works is not clear, brief explanatory words may be added in square brackets. Alternatively, the statement of other title information may be given in area 7.

Example

Die grosse Liebe ; Wie sie starben : [beide umfassen] Dichter- und Frauen-Porträts

1.4.4.6 Common and dependent title

When the title proper consists of a common and a dependent title (see 1.1.5.3), the statement of other title information referring to the title proper, if given, is given following the title proper as a whole. Individual statements of other title information, if given, are given following the title(s) to which they apply.

In case of doubt, a statement of other title information may be given following the title proper as a whole

Examples

Stock selection. Portfolios [Electronic resource] : money management
Revue de l'U.E.R. Cahier A, Technique : publication bimestrielle
Jigsaw puzzles [Visual projection] : a visual survey. Children's art : a decade of examples
Bibliographie de la France Biblio : journal officiel du livre français paraissant tous les mercredis. 1ère partie, Bibliographie officielle : publications reçues par le Service du dépôt légal
Periodica polytechnica : contributions to international technical sciences published by the Technical University of Budapest. Transportation engineering
Publications of the Institute. Historical studies. Series III, Renaissance Europe : texts and commentaries

For older monographic resources:

When the title proper consists of a common and a dependent title (see 1.1.5.3), individual statements of other title information are given in the order indicated by the sequence of information on the prescribed source of information.

1.4.4.7 Parallel titles and parallel other title information

1.4.4.7.1 When a prescribed source of information bears one or more parallel titles and other title information in more than one language and/or script, each statement of other title information, if given, follows the title to which it is linguistically related.

Statements of other title information that do not apply to the title proper or parallel title(s) may be given in area 7 (see 7.1.3).

Examples

On tour : 10 British jewellers in Germany and Australia = Auf Tournee : zehn britische Goldschmiede in Deutschland und Australien
12 millions d'immigrés : feuille de lutte des travailleurs immigrés en Europe = 12 milhões de imigrados : folha de luta dos operários imigrados na Europa
Security : information and administrative management = Sécurité : gestion de l'information et gestion administrative
Kleine Meditationen : für Streichtrio and Harfe = Short meditations : for string trio and harp
Klavier-Quintett : Forellen-Quintett = Piano quintet : Trout quintet = Quintette avec piano : Quintette "La truite"

Apocalypse de Jean [Sound recording] : lecture = Apocalyps [sic] of John : a reading
Vienna [Electronic resource] : hotel and tourist guide = Wien : Hotel- und Reiseführer

For older monographic resources:

Each statement is transcribed in the order indicated by the sequence of information on the title page.

1.4.4.7.2 When a prescribed source of information bears one or more parallel titles, but the statement of other title information is in only one language and/or script, the other title information, if given, is given after the last parallel title transcribed

Examples

Brecht heute = Brecht today : Jahrbuch der Internationalen Brecht-Gesellschaft
Le rossignol = The nightingale = Die Nachtigall : conte lyrique en trois actes

1.4.4.7.3 When a parallel title combines in itself the content of both the title proper and other title information, the other title information in the language of the title proper, if given, is transcribed following the title proper and before the parallel title

Examples

Verbände und Gesellschaften der Wissenschaft [Printed text] : ein internationales
Verzeichnis = World guide to scientific associations
Année 1812 [Printed music] : ouverture = 1812 overture

For older monographic resources:

The other title information is given in the order indicated by the sequence of information on the title page.

Example

Hauptschlüssel der teutschen vnd italiaenischen Sprache, dass ist Vollstaendiges
Wortbuch aller teutschen vnd italiaenischen Stamm = La chiave maestra della
lingua todescha & italiana

1.4.4.7.4 When there is no parallel title, but statements of other title information appear on the prescribed source of information in more than one language and/or script, the statement in the language and/or script of the title proper may be given. When this criterion does not apply, the first statement appearing on the prescribed source of information may be given. The other statements may also be given.

Examples

Jugoslavija : hotel and tourist guide = Hotel- und Reiseführer
L'Europe laitière : annuaire international des produits laitiers = internationales Jahrbuch
der Milchprodukte = international directory of dairy products
Swiss cycling journal : offizielles Organ / Schweiz. Radfahrer-Bund SRB = organe
officiel / Fédération cycliste suisse = organe ufficiale / Federazione ciclistica svizzera
Nunc dimittis : Graduale für vier Stimmen, zwei Violinen, zwei Hörner und Basso
continuo = Graduale for four voices, two violins, two horns and basso continuo

Astérix [Graphic] : calendar = calendrier = Kalender = calendario

For older monographic resources:

The other title information is recorded in the order indicated by the sequence of information on the prescribed source of information. The first statement of other title information appearing on the prescribed source of information is given. Parallel statements of other title information may also be given, each preceded by a space, equals sign, space

For notated music resources:

When the title consists of a generic term (see 1.1.3.1) and there is no parallel title, and statements about key, numbering, date of composition, and medium of performance appear on the prescribed source of information in more than one language and/or script, the statement in the language and/or script of the generic term is given as part of the title proper, following the generic term. When this criterion does not apply, the first statement appearing on the prescribed source of information is given. The other statements may also be given, each preceded by a space, equals sign, space.

Examples

Adagio et allegro molto, cor, trombone et orchestre = horn, trombone, and orchestra =
Horn, Posaune und Orchester
Sonate für Violine and Klavier in h = for violin and piano in b

1.4.4.8 A statement of other title information appearing on the resource, but not on the prescribed source of information, may be given following the title proper or parallel title to which it applies, enclosed in square brackets, when necessary for identification or otherwise considered important to users of the catalogue. Normally such a statement, if given, is given in area 7. (see 7.1.3).

Example

Civitas : [Monatsschrift des Schweizerischen Studentenvereins = revue mensuelle de la Société des étudiants suisses = rivista mensile della Società degli studenti svizzeri]

1.4.4.9 Changes in continuing resources and multipart monographic resources

Serials and multipart monographic resources:

If other title information has been recorded in the title and statement of responsibility area and that information changes on subsequent issues or parts, the variation(s) are specified in a note when considered important to users of the catalogue. (see 7.1.3). Alternatively, a note that the other title information varies may be given (see 7.1.3), or the change may be ignored.

Integrating resources:

If the other title information is recorded in the title and statement of responsibility area and that information changes on later iterations, the description is changed and a note is made of the change when considered important to users of the catalogue (see 7.1.3).

1.5 Statements of responsibility

Definition

A statement of responsibility consists of name(s), phrase(s), or group(s) of characters relating to the identification and/or function of any persons or corporate bodies responsible for or contributing to the creation or realisation of the intellectual or artistic content of a work.

1.5.1. Only statements naming persons and/or bodies with principal responsibility are required. Subsequent statements of responsibility are included when necessary for identification or otherwise considered important to users of the catalogue.

A statement of responsibility is not constructed when there is no such statement on the resource (see 1.5.5.2).

1.5.2 A statement of responsibility can relate to such entities as: writers, composers, performers, graphic artists, choreographers, arrangers, cartographers, programmers, principal investigators, animators, etc., whose work is embodied in the resource, whether directly (e.g. author of text, editor, compiler, translator, illustrator, engraver, cartographer, composer, arranger, choreographer), or indirectly (e.g. author of the novel on which a film script is based, author of the work on which the software is based, adapters of an already existing work), whether in the same medium as the original or in another; collectors of various data, persons responsible for the direction of a performed work; organizations, or individuals sponsoring the work of any of the above (with intellectual and not merely financial sponsorship), producers of a popular music recording.

In principle such responsibility is vested not only in individuals or corporate bodies having a significant role in the creation, production or realisation of the work, but also in those whose role is comparatively minor (e.g. historical consultants) but who are nevertheless named on the prescribed source of information. Statements relating to individuals or corporate bodies judged to have a minor role may be given in a note (see 7.1.5).

For older monographic resources:

In an academic disputation, the name of the praeses or promoter is treated as a statement of responsibility.

Example

Hanc dissertationem medicam de hydrope tympanite / publicae artis cultorum ventilationi
submittit ad diem Martii MDCLXXII ... David Richter, Zittâ-Lusatus Autor ; Praeside ...
Dn. Johanne Arnoldo Friderici

Note: Name of praeses at head of title-page

For serials:

A bibliographic agency may choose not to record as statements of responsibility the names of persons who are editors of serials. In such cases, the names are given in a note when considered important to users of the catalogue (see 7.1.5)..

For updating looseleafs:

Statements relating to persons who are editors of updating looseleafs are recorded as statements of responsibility when considered important to users of the catalogue.

Example

/ compiled and edited by Malcolm Evans and Martin Standard

For nonbook resources: motion pictures and similar resources:

For motion pictures and similar resources having numerous and complex statements of responsibility, the names of production companies and individuals such as producers, directors, or others having some degree of overall responsibility for the work are recorded. Individuals who have specific responsibilities may also be recorded in the statement of responsibility when in the context of a particular film, or particular type of film, they have a major creative role (e.g. the cinematographers, writers of screenplays or animators of animated films). Persons or corporate bodies whose contributions to such a work are comparatively minor, purely technical, or related only to a segment of the work, may be given in a note (see 7.1.5) or omitted.

For electronic resources:

In addition to the entities identified above, a statement of responsibility for an electronic resource can relate to entities named as developers and designers, whose work involves the creation of the content of the resource or its realisation (for example, game designer). Included also are entities having specific responsibilities in the context of a particular resource or particular type of resource (for example, project directors of survey data, video director)

1.5.3 A statement of responsibility can take various forms:

1.5.3.1 It can consist of the name(s) of person(s) or corporate body or bodies, with or without a linking word or short phrase indicative of the role of the person or corporate body (see also 1.5.3.6).

Examples

/ Institut géographique national
/ réalisé et publié par les Editions Grafocarte
/ edited by the Daily Express
/ by S. Hutchinson
/ dedicated by ... Grenvile Collins
/ presented by ... Lewis Morris
/ John Milton
/ engraved by Jukes
/ levée en 1817 par M. Givry
/ surveyed and drawn by E.M. Woodford
/ reproduced by W.H. Barrell
/ dressée par Ernest Grangez
/ compiled by the Ministry of Housing and Local Government

1.5.3.2 It can consist of a phrase without a name when such a phrase describes an intellectual contribution or is otherwise significant.

Examples

/ by Pär Lagerkvist ; translated from the Swedish
/ Erich Kästner ; für den Gebrauch in dänischen Schulen vereinfacht
/ compiled and edited by the graduating class
/ extracted from a chart drawn in 1785 ; with introductory commentary by the composer
/ by Geoffrey Burgon ; text taken from the Chester mystery plays and mediaeval poems
/ A.F. Barescotti ; réduction violon-piano

/ von Richard Wagner ; Klavierauszug für Pianoforte allein
/ Giuseppe Verdi ; Ausgabe für gemischten Chor und Klavier
/ by a group of teachers representative of primary grades
/ Dieter Kendrick ; with spoken commentary by various artists
/ by a team of programmers and teachers
/ Arden Wilson ; with graphics by the author

1.5.3.3 It can include a noun or noun phrase as well as name(s) when such a phrase is indicative of the role of the person or corporate body.

Examples

/ selection and catalogue by Katherine Michaelson
/ the author John Milton
/ text by the Central Intelligence Agency ; maps by Rand McNally
; fruit symbols designed and drawn by Joseph A.W. Kisingbury
; surveys and sketches by J.B. Armstrong
/ d'après les travaux de M. Alfred Grandidier
/ piano accompaniments and notes by Claire Liddell
/ Text und Musik, John Lennon
/ research and text by Colin Barham
/ development and debugging, Philip Goldman

Other nouns or noun phrases are normally treated as other title information (see 1.5.3.7).

1.5.3.4 It can include details relating to other descriptive elements (e.g. original title, information about the edition of the work translated) when such details are linguistically an integral part of the statement of responsibility.

Examples

/ extracted from the Pensées by H.F. Stewart
/ Carson McCullersová ; dramatizace Edward Albee ; z anglického originálu "The ballad of the sad café" přeložili Luba a Rudolf Pellarovi
/ translated from the second edition, authorized August 10, 1908, with an introduction and notes, by Andrew D. Osborn
/ reduced from the original plan of three inches to one mile and planned to a scale of one inch & half to one mile by Isaac Johnson in June 1800
/ selected and translated from La divina commedia, by J.G. Roman
/ adapted from Alice in Wonderland, by Wilford Hagers

1.5.3.5 It can consist of statements relating to appendices and other supplementary matter when such statements appear on the prescribed source of information (see also 1.5.4.4).

Examples

/ with an introduction by Scott Keltie
/ by Fantasies Unlimited ; with descriptive notes by a specially constellated task force
/ principal investigator, Harriett D. Lipetz ; with appended data on entry level job openings compiled by a joint educational task force

1.5.3.6 It can consist of the name(s) of a corporate body acting as sponsor of a resource when the corporate body is named on the prescribed source of information and the relationship between the sponsor and the resource is explicitly stated (or can be expressed by the addition of an appropriate word or short phrase). A sponsoring body when its name forms an integral part of the publication, production, distribution, etc., statement (i.e. prefaced by a phrase such as "published for ...") is included in area 4.

Examples

- / presented by West Virginia University ; sponsors, Consolidated Gas Supply Corporation, West Virginia University College of Engineering, West Virginia Section of the American Ceramic Society
- / [sponsored by] Occidental Petroleum Corporation ; made by Sandler Institutional Films, Inc.
- / [sponsored by] Coalition of Religious Groups in America ; conducted by Gallup Organization
- / carte éditée spécialement par l'Institut géographique national pour le Touring Club de France
- / under the patronage of the Royal Scottish Geographical Society

1.5.3.7 A statement that is not connected with responsibility for the intellectual or artistic content of the resource is not considered a statement of responsibility.

Statements such as mottoes, dedications, and statements of patronage or prizes (e.g. "Winner of the Tchaikovsky Award, 1971") may be omitted or given in area 7 (see 7.1.5).

Information such as "with 33 maps", "with 32 parts", "accompanying gramophone record", "with accompanying reference manual" may be given in area 5.

For statements connected with such responsibility but present within the other title information, see 1.4.

Example

: nebst Urkunden und einem Kupfer

1.5.3.8 A statement of responsibility is not considered appropriate for the name of a responsible entity that is linguistically an integral part of other descriptive elements and that has been transcribed as such (e.g. as part of the title proper, see 1.1.3.6; as part of other title information, see 1.4.2; as part of the statement of publication, production, distribution, etc., see area 4).

Examples

Sargent conducts Vaughan Williams [Sound recording]
Yaeger Political Associates on national management policies [Electronic resource]
The greenwood tree [GMD] : newsletter of the Somerset and Dorset Family History Society

An exception is made when the name of the responsible entity is explicitly repeated on the prescribed source of information in a formal statement of responsibility.

Examples

The John Franklin Bardin omnibus / John Franklin Bardin
Allan Knight graphics [Electronic resource] / by Allan Knight
Schubert's songs to texts by Goethe / by Franz Schubert
Loto rythmique Martenot [Multimedia] / par Maurice Martenot
Michelin, autoroutes : [de France] / dressé par la Manufacture française des
pneumatiques Michelin

In addition, if the title proper includes only one part of the name of the issuing body and the other part of the name appears on the prescribed source of information, the latter is given as a statement of responsibility.

Example

Skrifter fra Nordisk institut / Odense universitet

1.5.3.9 A statement of responsibility is not considered appropriate for the name of a corporate body that appears on the prescribed source of information whenever the function of the body is not specified and cannot be determined from the resource being described or elsewhere. The name is given instead in area 7 (see 7.1.5).

1.5.4 One or more statements of responsibility

1.5.4.1 A single statement of responsibility occurs when the wording on the prescribed source of information shows a single statement. More than one person or corporate body may be named in such a statement, as when they are represented as performing the same function or, although performing different functions, their names are linked by a conjunction.

Examples

/ edited by N.G.L. Hammond and H.H. Scullard
/ by Donald Elliott and illustrated by Clinton Arrowood
/ by William Whiston, M.A. sometime professor of the mathematicks in the University of
Cambridge and Humphrey Ditton
/ first gathered and compiled in Latine by ... Maister Erasmus of Roterodame, and now
translated into Englyshe by Nicholas Udall
/ compiled and edited by Richard L. Coulton with the assistance of voluntary aid
/ par L. Meyère et J. Hansen with additions by H.N. Ridley and the Rev. T.S. Lea drawn
in 1791 ... from the observations made by Fleurieu in 1769 and by Vincente Tofino
in 1788
/ developed by Dale Kahn with Laurie Fenster

1.5.4.2 More than one statement of responsibility occurs when the wording shows multiple statements, as when more than one person or corporate body is represented as performing different functions and the statements are not linked by a conjunction.

Examples

/ by Rudolf Steiner ; translated by W.B.
/ with preface by Walter Allen ; editor, James Vinson

/ Centre national coopératif agricole de traitement antiparasitaire ; dir. technique, Marcel Bonnefoi
/ by G. Robertson ; engraved by Morris
/ par N. de Fer ; A. Coquart sculp.
/ by Michael Praetorius ; arranged for orchestra by N.J. Milner-Gulland
/ von Wolfgang Amadeus Mozart; Klavierauszug, neu revidiert von Wilhelm Kienzl
/ written by Danny Shapiro ; ported to Motif by Philip Schneider

1.5.4.3 The difference between the first and subsequent statements of responsibility is merely a matter of order. It does not imply that the first statement relates to the principal responsibility for a work.

1.5.4.4 A statement of responsibility relating to appendices and other supplementary matter (see 1.5.3.5), if given, is treated as an additional statement of responsibility following the statement relating to the whole resource or to the main part of the resource.

Examples

/ deur Annie Hofmeyr ; en'n geslagregister deur Joh. van der Bijl
/ by C.H.A. Armstrong ; with an appendix on the history and architecture of the fabric by E.R. Arthur
/ attributed to Thomas Cavendish the circumnavigator ; with descriptive text by F.C. Wieder
/ von Johann Christian Bach ; mit Kadenzen versehen von Li Stadelmann

A statement of responsibility relating to appendices and other supplementary matter appearing on the resource but not on the prescribed source of information may be given in area 7 (see 7.1.5; see also 5.4.2).

For older monographic resources:

Details of appendices and other supplementary matter are transcribed in the order indicated by the sequence of information on the prescribed source of information. Accordingly, such statements appearing before the statement of responsibility or where there is no separate statement of responsibility are treated as other title information (see 1.4.2), and those after a statement of responsibility are treated as subsequent statements of responsibility. When they are taken from elsewhere on the resource, such statements follow those statements of responsibility that relate to the whole resource or the main part of it, or those that relate to the statement concerned. Supplementary matter should be distinguished from titles of other works given equal prominence with the first work on the resource. These are described according to 1.1.4.2 (and they are recorded in the title and statement of responsibility area only when there is a formal statement referring to them).

Examples

/ by James Townley ; with a variety of German notes explanatory of the idioms ... alluded to by John Christian Hüttner
/ by the author of The conduct of the allies ; to which are added the said Barrier-Treaty, with the two separate articles ...
/ done into English from the French, with a new original preface upon the same subject, by W. J. ; to which are added, An essay upon Satyr, by Monsieur d'Acier ; and A treatise upon pastorals, by Monsieur Fontanelle

/ avtore Petro Ranzano ... nunc primum edita ; vna cum appendice quadam opera
Ioannis Sambuci Tirnaviensis, Pan. ; adiecta est rerum ad Agriam gestarum anno
1552. brevis eiusdem Sambuci narratio

1.5.5 Transcription

1.5.5.1 A statement of responsibility is transcribed in the terms in which it appears on the resource.

Examples

/ di Leon Battista Alberti Fiorentino ...
/ written by himself
/ Dauide Edguardo Anglo authore
/ by one who is neither a knight, nor a member of the House of Commons
/ by **** ...
/ as surveyed in 1822 for the use of the justices in sessions, by W. Ravenshaw
/ dessiné et gravé par R. Hausermann
/ enregistrements de Roberte Hamayon
/ co-ordinated for the Voice of America by Tristram Coffin
/ Tatsuro Suzuki interviewed by Maya Koizumi
/ réalisateur, Claude Barma ; d'après Maurice Druon ; auteur de la musique, Georges
Delerue ; directeur de la photo, Pierre Mareschal ; Gilles Behat (Charles IV le bel) ;
Jean Deschamps (Charles de Valois) ; Hélène Duc (Mahaut d'Artois)
/ Modest Mussorgsky ; in der Instrumentation von Maurice Ravel
/ scriptwriter, Allan S. Mitchell ; consultants, Joan M. Clayton and Simon Randolph
/ Abraham Bosse d'après Jean de Saint-Igny
/ developed by TNF Software Arts ; graphics by Larry Blum
/ principal investigators, T. Sheehan, H. Lovett
/ researched and compiled by Art Gump

For continuing resources:

When the name of a corporate body appears on the prescribed source of information as part of the title proper, parallel title, or other title information in an abbreviated (incomplete) form, or as an acronym or a set of initials, it may be repeated in its expanded form as a statement of responsibility. If the expanded form is available from the resource being described but does not appear on the prescribed source of information, it is given in square brackets; if it is taken from outside the resource, it may be given in area 7 (see 7.1.5).

Examples

ALA bulletin / American Library Association
S.B.I.-rapport / udgivet af Statens bygge-forskningsinstitut
Nouvelles du C.C.E.-B.N.P. / [Comité central d'entreprise de la Banque nationale de
Paris]

When the title proper consists of the name of a corporate body that appears on the prescribed source of information only in an abbreviated (incomplete) form, the expanded form may be given as a statement of responsibility. If the expanded form is available from the resource being described, it is given in square brackets; if it is taken from outside the resource, it may be given in area 7 (see 7.1.5).

Example

A.C.O.A. / [Administrative and Clerical Officers' Association]

1.5.5.2 A statement of responsibility appearing not on the prescribed source of information but elsewhere on the resource may be transcribed in area 1 enclosed in square brackets or it may be given in area 7 (see 7.1.5). The source of such a statement of responsibility is given in area 7. A statement of responsibility taken from outside the resource may be given in area 7 (see 7.1.5) with, if appropriate, the source of such information

Examples

/ [written and planned by Jennifer Vaughan]

Note: Author statement taken from title page verso

Candide, ou, L'optimisme

Note: By Voltaire

/ [Canadian Union of General Employees]

/ Johannes Brahms ; [englisches and deutsches Vorwort von Wilhelm Altmann]

For older monographic resources:

Statements of responsibility taken from outside the publication are given in area 7, with the source of such information

Examples

/ [per ... F. Leandro delli Alberti]

Note: Statement of responsibility from title at beginning of text

/ [par feu M. l'Abbé de Bretteville]

Note: Statement of responsibility from the title-page of tom. 4

1.5.5.3 When the names of several persons or corporate bodies are represented in a single statement of responsibility (see 1.5.3.1, 1.5.4.1), the number of names transcribed is at the discretion of the cataloguing agency. Multiple names transcribed may be separated by commas or connected by linking words, as appropriate. If linking words are supplied, they are enclosed in square brackets. Omissions are indicated by the mark of omission and "et al." (et alii) or its equivalent in another script, enclosed in square brackets

Examples

/ by D.M.Chizhikov and V.P. Shchastlivyi

/ by Samuel Devend ... [et al.]

/ Dieter Ahlert, Klaus Peter Franz

/ [автори] Б. Конески, Х. Поленаковиќ... [и др.]

/ National Park Service [and] Soil Conservation Service [and] Texas Agricultural Experiment Station

/ Centre d'expansion Bordeaux Sud-Ouest, Institut national de la statistique et des études économiques, Institut d'économie régionale du Sud-Ouest

/ herausgegeben von der Universität des Saarlandes und der Vereinigung der Freunde der Universität des Saarlandes

/ herausgegeben von Hans Fromm ... [et al.]
/ sculpserunt E.S. Hamersveldt et S. Rogeri
/ Carla Joynes, Lizbeth Beame [for] Deckle & Murphy
/ par Arthur Honegger, Daniel Lesur, Roland Manuel, Germaine Tailleferre ... [et al.]
/ prepared by Albert Kreissinger, Ken Merrill [for] Alpha Unlimited

For older monographic resources:

Preferably all the names are transcribed.

Alternatively, an explanation is given in area 7.

Examples

/ made by Geo: Chapman, Ben: Ionson, Ioh: Marston
/ by Mr Briggs ... [et al.]

Expansions, explanations and corrections of statements of responsibility are given in area 7.

Example

/ written by W.B. Priest
Note: W.B. Priest conceals the identity of Laurence Anderton

1.5.5.4 When names of persons or bodies appear in a statement of responsibility in a less than full form, e.g. in the form of an acronym, the expanded form may be given in area 7 (see 7.1.5).

For nonbook resources:

Names of individual members of musical or other ensembles, when present on the prescribed source of information, may be given in parentheses following the name of the ensemble.

Alternatively, the names may be given in area 7 or omitted.

Example

/ Ravel ; Budapest String Quartet (J. Roismann and A. Schneider, violins ; B. Kroyt, viola
; M. Schneider, cello)

1.5.5.5 Initials indicating membership of societies, academic degrees, etc., and statements of positions held and qualifications following a person's name are transcribed when the initials, etc., are necessary linguistically, or for identification of the person or in establishing a context for the person's activity. In all other cases initials, etc., are not considered part of the statement of responsibility and are omitted (see 1.5.3.7).

For older monographic resources:

Omissions may be made in lengthy statements, such omissions being indicated by the mark of omission.

Example

/ quam ... in florentissima electorali ad Albim universitate, praeside ... M. Augusto
Pfeiffero, Lavvenburgo-Saxone, publico eruditorum examini exponit Martinus
Bernhardi Gryphisbergâ Pomeranus, ad diem XXXI. Januar. Anno ... MDCLXIII. ...

1.5.5.6 A statement of responsibility that precedes the title proper on the prescribed source of information is transcribed following the title proper and other title information unless it is linguistically linked to such information (see 1.5.3.8). The original position of the statement of responsibility may be stated in area 7.

Example

/ Silvio Belli Vicentino

Note: Author's name at head of title page

For older monographic resources:

The original position of the statement of responsibility is stated in area 7.

1.5.5.7 A statement of responsibility that includes the name of a corporate body expressed in a hierarchical form is transcribed in the form and order given on the resource.

Examples

/ Bibliothèque nationale, Centre bibliographique national

/ Universidad Nacional Autónoma de México, Instituto de Investigaciones Históricas

/ Centre international de dialectologie générale près l'Université catholique de Louvain

/ U.S. Department of Agriculture Forest Service, South-Western Region

/ Air Ministry, Meteorological Office

/ Division of Child Psychiatry, Cambridge Hospital

1.5.5.8 When the statement of responsibility has no linguistic relationship to the title to which it relates, the name of the person or corporate body is given following a diagonal slash.

Examples

/ Honoré de Balzac

/ Józef Lodowski

/ Home Office

/ Universidad de Salamanca

/ Mozart

/ British Library Bibliographic Services Division

1.5.5.9 When the relationship between a statement of responsibility and a title is not clear, a linking word or short phrase may be added, enclosed in square brackets in area 1, or an explanation concerning the statement of responsibility may be given in area 7.

Examples

/ [verse translation by] Robert Lowell

/ [choisis et présentés par] Gilbert Prouteau

/ [edited by] John Finlayson

or

/ John Finlayson

Note: Edited by John Finlayson according to ...

/ [collected] by Angus Mackay

/ [gravée par] Ch. Lemas
/ William Shakespeare ; [read by] Sir John Gielgud

1.5.5.10 If more than one statement of responsibility is given, the order of these statements in the description is that indicated by the typography of the statements on the prescribed source of information or, if there is no typographical distinction, their sequence on the prescribed source of information without taking into account the extent or degree of responsibility implied by the various statements. When the statements are not taken from the prescribed source of information, they should be given in a logical order, if such an order applies, and enclosed in square brackets

Examples

/ Rudolf Steiner ; [translated by Lady Maitland-Heriot ; edited by H. Collison]
/ Mihajlo Velimirovic ; [traduzione in lingua italiana a cura del Mario Sintich ; revisione scientifica a cura del Protogene Veronesi] ; illustrazioni di Branimir Ganovic
/ by Suzanne Reynolds ; illustrated by the Studio Brambelli, Milan
/ edited by Michael Harloe ; sponsored by the International Sociological Association Research Committee on the Society of Regional and Urban Development
/ by Michael Chisholm ; [for the] Social Science Research Council
/ Hermann Hesse ; translated from the German by Basil Crieghton ; [translation] revised by Walter Sorrell
/ [Musik von] Gottfried von Einem ; [Text von] Boris Blacher and Heinz von Cramer
/ Jacques Offenbach ; music adapted and arranged by Ronald Hammer ; new book and lyrics by Phil Park
/ design, Roger Teppe ; programmer, Bob Chompsky ; graphics, Carol Mayer-Lenz

For older monographic resources:

When there is more than one statement of responsibility, the statements are transcribed in the order indicated by the sequence of the information on prescribed source of information.

Example

/ by the late ingenious and learned Hollander, Lambert Hermanson ten Kate ; translated from the original French by James Christopher le Blon

When the statements are found in the resource but not on the prescribed source of information, they are given between square brackets, in the order indicated by the sequence of statements on the source of information used, or in a logical order, if such an order applies, when more than one other source of information is used. Alternatively, the information is given in area 7.

Example

A summarie and true discourse of Sir Frances Drakes VWest Indian voyage / [begun by captaine Bigges ; finished by his Lieutenant Maister Croftes ; edited by Thomas Cates]

Note: Statements of responsibility from Cates's preface

or

A summarie and true discourse of Sir Frances Drakes VWest Indian voyage
Note: "Begun by captaine Bigges ...the same being afterwards finished (as I thinke) by his lieutenant Maister Croftes, or some other, I knowe not well who". Edited by Thomas Cates. Statements of responsibility quoted from Cates's preface

When a respondent and praeses are given for an academic disputation, both names and the words indicative of their function are treated as part of a single statement of responsibility (unless linguistically linked to the title proper or to other title information).

Examples

Discursus historico-theologicus de annis ministerii Christi / quem... in incluta Universitate Altdorfina publico eruditorum examini subiiciunt praeses Isaacus Laurbecchius SS. theol. dd. & respondens Joh. Fridericus Kernius, Schleusinga-Hennebergicus. Ad diem 21. Mai. Anno o.r. M.DCC

but

Consensû Benevolo illustris & gratiosissimi Senatûs Medici in florentissima ad Salam Academiâ. Præsides ... Johanne Arnoldo Friderici, phil. & med. doct. anatom. chirurg. ac botan. p.p. famigeratissimo, medico provinciali Saxo-Altenburgico ... hanc dissertationem medicam de hydrope tympanite publicæ artis cultorum ventilationi submittit ad diem [blank space] Martii, M.DC.LXXII. ... David Richter, Zittâ Lusatus. Autor

For nonbook resources and electronic resources:

When the prescribed source of information is composite in character (as in the case of a multipart or multimedia resource having no unifying principal source, or the credit sequence of a motion picture), the statements of responsibility are given in a logical order. Alternatively, the separate parts of the resource may be described following the multi-level method (see Appendix A).

For sound recordings that have more than one statement of responsibility, the order of these statements in the description should be arranged so that the different categories of responsibility fall in a sequence, i.e. composer(s) of the music, including persons whose improvisatory roles are deemed part of the creative process; author(s) of the text; performers in the following order: soloist(s)/actor(s)/ reader(s); chorus; director of the chorus; orchestra; director of the orchestra; director of a dramatic production; producer of a popular music recording.

1.5.5.11 Parallel titles and parallel statements of responsibility

1.5.5.11.1 When a prescribed source of information bears one or more parallel titles and/or parallel statements of other title information, and also has statements of responsibility in more than one language and/or script, each statement of responsibility, if given, follows the title or other title information to which it is linguistically related.

Examples

National account statistics, 1950-1968 / Organisation for Economic Cooperation and Development = Statistique des comptes nationaux, 1950-1968 / Organisation de coopération et de développement

Carte minéralogique de l'Afrique / Organisation des Nations Unies pour l'éducation, la science et la culture ; Association des services géologiques africains = Mineral map of Africa / United Nations Educational, Scientific and Cultural Organization ; Association of African Geological Surveys

Die Zauberflöte : für zwei Flöten oder Violinen / W.A. Mozart ; nach einer Ausgabe aus dem Jahr 1792 herausgegeben von Gerhard Braun = The magic flute : for two flutes or violins / W.A. Mozart ; from an edition of 1792 edited by Gerhard Braun
 Sowjetische Klaviermusik für die Jugend / herausgegeben von Nikolai Koptschewski = Soviet piano music for young people / edited by Nicolai Kopchevsky = Musique de piano soviétique pour la jeunesse / édité par Nicolas Kopchevski
 Familias norte-americanas [Visual projection] : los De Stefano / colaborador de educación, Beryl L. Bailey = American families : the De Stefanos / educational collaborator, Beryl L. Bailey
 Canadian urban sources [Electronic resource] : a survey / Canadian Council on Urban and Regional Research = Sources urbaines canadiennes : un aperçu / Conseil canadien de la recherche urbaine

When parallel statements of other title information appear directly following other title information, each parallel statement is preceded by an equals sign. When parallel statements of responsibility appear directly following a statement of responsibility, each parallel statement is preceded by an equals sign.

For older monographic resources:

The various titles and statements are transcribed in the order indicated by the sequence of information on the title page.

Example

Anatomia uteri humani gravidi tabulis illustrata / auctore Gulielmo Hunter ... Reginae Charlottae medico extraordinario, in Academia Regali anatomiae professore ... = The anatomy of the human gravid uterus exhibited in figures / by William Hunter ...

1.5.5.11.2 When it is not possible to give an appropriate statement of responsibility after each title or other title information, the statements of responsibility, if given, are given together following the last parallel title or parallel other title information.

Examples

Printing at Gregynog : aspects of a great private press = Argraffu yng Ngregynog : agweddu ar wasg breifat fawr / Michael Hutchins ; translated by David Jenkins = y cyfieithiad gan David Jenkins
 8 capriccios : hegedüre, második hegedii kíséretével = für Violine, mit Begleitung der zweiten Violine / Henryk Wieniawski ; átnézte és ujjrenddel allátta = revidiert und mit Fingersatz versehen von Jenö Hubay

1.5.5.11.3 When a prescribed source of information bears one or more parallel titles and/or parallel statements of other title information, but the statement of responsibility is in only one language and/or script, the statement of responsibility, if given, is given after the last parallel title or parallel other title information transcribed.

Examples

Bibliotecas = Libraries = Bibliothèques / Ernest Malaga
 Bieler Jahrbuch = Annales biennoises / Herausgeber, Bibliotheksverein Biel

Carte de tapis végétal de la région méditerranéenne = Vegetation map of the Mediterranean region ... / by P. Lalande ; F.A.O. ; UNESCO
Mährische Volkspoesie in Liedern = Moravian folk poetry in song = Chant sur des poésies populaires moraves / Léoš Janáček
Svensk kyrkomusik [Sound recording] = Schwedische Kirchenmusik = Swedish church music / Vokal- und Instrumentalensemble der Rundfunkchor ; Leitung, Eric Ericson
Statistique des comptes nationaux, 1969-1985 [Electronic resource] = National accounts statistics, 1969-1985 / Organisation de coopération et de développement économiques

For older monographic resources:

The statement of responsibility is given after the title or statement of other title information with which it is associated.

Examples

Nouum Testamentum seu quattuor euangelioru[m] volumina lingua Hungarica donata / Gabriele Pannonio Pesthino interprete = Wj Testamentum magijar nijeluen
Cursus mathematicus ... = Cours mathématique ... / par Pierre Herigone, mathématicien
Frederici Ruischii ... Thesaurus animalium primus ... = Het eerste cabinet der dieren / van Frederik Ruysch

1.5.5.11.4 When there is no parallel title, but statements of responsibility appear on the prescribed source of information in more than one language and/or script, the statement in the language and/or script of the title proper is given. When this criterion does not apply, the statement indicated by the typography of the statements on the prescribed source of information or, if there is no typographical distinction, the sequence on the prescribed source of information is given. The other statements may also be given.

Examples

Tin statistics / International Tin Council = Conseil international de l'étain = Consejo Internacional del Estaño
Bibliotheca Celtica : a register of publications relating to Wales and the Celtic peoples and languages / Llyfrgell Genedlaethol Cymru = The National Library of Wales
Bibliographica belgica / Commission belge de bibliographie = Belgische commissie voor bibliografie
Europa cantat VI : Leicester 1976 / au nom de la Fédération européenne des jeunes chorales édité par = im Auftrag der Europäischen Föderation Junger Chöre herausgegeben von = for the European Federation of Young Choirs edited by Willi Gohl
Madame Bovary [Videorecording] / réalisateur, Jean Marais ; d'après le roman de Flaubert = director, Jean Marais ; after the novel by Flaubert
Directions in tin trade of selected North American countries [Electronic resource] : statistical survey / International Tin Council = Conseil international de l'étain

For older monographic resources:

All statements of responsibility are given following the title proper and any other title information.

1.5.5.12 Resource without a collective title

1.5.5.12.1 When the resource has no title proper (see 1.1.4.4, 1.1.5.2), and when all the

individual works have the same statement of responsibility, the statement of responsibility is given after all the titles, parallel titles and statements of other title information.

Examples

Baby doll : the script for the film ; Something unspoken ; Suddenly last summer / Tennessee Williams
Fréjus ; Le Var touristique / Provence Paris publicité
Daily Mail motor road map of London and ten miles round ; Motor road map of south-east England / Edward Sandford
Fantaisie-Impromptu op. 66 ; Scherzo op. 31 / Chopin
3. Sinfonie : "Das Lied von der Nacht" : für Tenor Solo, gemischten Chor and Orchester op. 27 = 3rd symphony : "Song of the night" : for tenor solo, mixed chorus and orchestra op. 27 ; 4. Sinfonie-Concertante für Klavier and Orchester op. 60 = 4th symphony-concertante for piano and orchestra op. 60 / Karol Szymanowski
Duo Nr. 1 G-Dur, KV 423, für Violine und Viola [Sound recording] ; Duo Nr. 2 B-Dur, KV 424, für Violine und Viola / Wolfgang Amadeus Mozart ; Susanne Lautenbacher, violin ; Ulrich Koch, viola
A survey of spending on foreign language teaching [Electronic resource] ; Foreign language teaching resources / principal investigator, J.L. Pianko

For older monographic resources:

The statement of responsibility is recorded in the order indicated by the sequence of information on the title page.

A statement of responsibility appearing before the titles, if not grammatically linked, is given after the titles, parallel titles and statements of other title information. The original position of such a statement of responsibility is given in area 7.

1.5.5.12.2 When the individual works have different statements of responsibility, each statement is given after the title(s), parallel title(s) and statement(s) of other title information to which it applies.

Examples

Teorija kredita : skripta / Milutin Ćirović. Teorija dopunskog kredita : skripta / Vjekoslav Meichsner
Crépuscule en montagne / S. Sohét-Boulnois. Carillon corse / Georges Lauro
The high school cadets = Kadettenmarsch / Musik, J.P. Sousa ; Bearbeitung, Franz Bummerl. Musik im Blut : Marsch / Musik und Bearbeitung, Hans Kolditz
Fantasy and fugue for orchestra and organ, op. 10 (1963) [Sound recording] / Wallingford Riegger ; Polish National Radio Orchestra ; Jan Krenz, conductor.
Synthesis for orchestra and electronic sound (1960) / Otto Luening ; Hessian Symphony Orchestra ; David Van Vactor, conductor. Nocturne (1958) / Colin McPhee ; Hessian Radio Symphony Orchestra ; David Van Vactor, conductor.
Fantasia for organ (1929) / Otto Luening ; Ralph Kneeream, organist
Hybrid imaging [Electronic resource] : technology and graphic design / April Cubbitt. Art and the machine / Fran Chen. Space art / Jean-Louis Gero ; illustrator, Judy Randall

For older monographic resources:

When the individual works other than supplementary matter (see 1.5.4.4) are not known to be by the same author, the titles, parallel titles, other title information, and statements of responsibility are recorded in the order indicated by the sequence of information on the prescribed source of information.

Examples

Catonis disticha de Moribus. 2. Dicta insigni Septem Sapientum Graeciae. 3. Mimi Puliam, sive, Senecae Proverbia, Anglo-Latina. Cato item Grammatice interpretatus Latinis & vernaculis vocibus pari ordine, sed diversis lineis alternatis. ... / A Carolo Hoolo, A. M.

Privatae Scholae Grammaticae Institutore in Purificum viciculo apud Londinates.

Editorial comment: original punctuation and capitalization quoted

La fauconnerie / de F. Ian des Franchières ... recueillie des liures de M. Martino, Malopin, Michelin & Amé Cassian. Avec, Une autre Fauconnerie / de Guillaume Tardif ... Plus, La vollerie / de messire Artelouche d'Alagona ... D'avantage, un recueil de tous les oiseaux de proye, seruans a la fauconnerie & vollerie

1.5.5.12.3 When the individual works have statements of responsibility relating to some but not all titles, each statement is given after the title(s) to which it applies.

Examples

Godly contemplations for the unlearned, 1575 ; A letter of a Catholike man beyond the seas, 1610 / Thomas Owen. The conviction of noveltie, 1632 / R.B

Jephte ; Le cinque piaghe di Christo / Antonio Draghi. Oratorio di S. Petro piangente / Pietro Andrea Ziani

Rhapsody in blue [Sound recording] ; Prelude for piano no. 2 / George Gershwin.

Symphonic dances from West Side story / Leonard Bernstein

Nuclear disarmament [Electronic resource] ; Politics of peace / principal

investigator, Thomas Cashdollar. Strategies for defense / principal investigator,

Damien Toffel

1.5.5.12.4 When the individual works have their own statement(s) of responsibility and the prescribed source of information shows also statement(s) of responsibility applicable to the whole resource, the statement(s) of responsibility applicable to the whole resource is (are) given after all other statements, preceded by a space, semicolon, space. The relationship between the last named statement of responsibility and the preceding transcription should be made clear by the addition of a linking word or short phrase, enclosed in square brackets.

Examples

The while devil ; The duchess of Malfi / by J. Webster. The atheist's tragedy ; The revenger's tragedy / by Tourneur ; [all] edited with an introduction and notes by J.A. Symonds

Could it be magic / Text and Musik von Adrienne Anderson und Barry Manilow. Komm doch mal rüber / Musik, Dieter Zimmermann ; Text, Charley Nissen ; Klavierbearbeitung [beider Kompositionen], Rolf Basel

Symphony no. 4 in A major, op. 90 [Sound recording] : Italian / Mendelssohn. Symphony in C major / Bizet ; [both works performed by] National Philharmonic Orchestra ; Leopold Stokowski

Spellbinder [Electronic resource] / Tom Leach. The music director / Bob Dithridge. Word magic / Charles Zipf ; editor [of the three works], Glen Furness

If this addition is linguistically impossible or would result in an awkward or cumbersome statement, the relevant portion of the statement of responsibility and/or the explanation, if given, is given in area 7.

Examples

Smrt Smail-age Čengića ; Stihovi ; Proza / Ivan Mažuranić. Pogled u Bosnu / Matija Mažuranić ; [priređio Ivo Frangeš ; crteži Boris Dogan ; grafička oprema Majstorska radionica Krste Hegedušića]

Note: Les mentions d'édition et d'illustration s'appliquent à l'ensemble de la publication
Andante cantabile : für Cello und Streicher ; Nocturne : op. 19, für Cello und Streicher / Tschaikowsky. Idyll : für Horn und Streicher / Glasunow. Adagio tragico : op. 21, für Streichorchester / Sinigaglia. An English suite / Parry. Capriol suite / Warlock

Note: René Forest, violoncello (1st- 2nd works) ; Anton Hammer, horn (3rd work) ; RIAS-Sinfonietta Berlin ; David Atherton (last 2 works), Jiri Starek (remainder), conductors

For older monographic resources:

The latter is (are) given in the order indicated by the sequence of the information on the prescribed source of information. If the relationship between each person or corporate body and the individual work is not clear, an explanation is given in area 7.

Example

The natural history of Iceland ... ; to which is added, A meteorological table, with remarks / translated from the Danish original of Mr. N. Horrebow

Note: Both works are translated from N. Horrebow

1.5.5.13 Common and dependent titles

When the title proper consists of a common title and a dependent title (see 1.1.5.3), statements of responsibility are given after the parts of the title proper to which they refer. In case of doubt or if the statement of responsibility refers to the title proper as a whole, it is given after the title proper.

Examples

Plan d'ensemble au 1:2 000 de la région d'Ile-de-France. Bloc 1-77-29, Bonnières-sur-Seine / Ministère de l'environnement et du cadre de vie, Etablissement public régional d'Ile-de-France

Urban and regional references. Supplement [Electronic resource] / compiled by Canadian Council on Urban and Regional Research

Teaching geology with computer software. North America / Bureau of Education Bulletin / Faculty of Archaeology. Supplement

Publications de la Sorbonne. Série Byzantina / Centre de recherches d'histoire et de civilisation byzantines

For older monographic resources:

Statements of responsibility are given in the form and order on the title page. In case of doubt or

if the statement of responsibility refers to the title proper as a whole, an explanation or comment, if given, is given in area 7.

1.5.6 Changes in continuing resources and multipart monographic resources

Serials and multipart monographic resources.

If a person or corporate body recorded in a statement of responsibility is added or deleted on a subsequent issue or part and this change does not require a new description (see 0.1.3), the name of the later person or body is given in a note or a note is made of the deletion (see 7.1.5.1). If the change is only in the presentation of the name of the person or body, a note is made when the change is considered important to users of the catalogue.

Serials:

Major changes in the name in the statement of responsibility (i.e. the corporate body) in conjunction with a generic title require a new description (see 0.12.2.1).

Integrating resources.

If persons or corporate bodies recorded as a statement of responsibility change in subsequent iterations, the description is changed to reflect the latest iteration and the names of earlier persons or bodies are given in a note (see 7.1.5.1).

2 EDITION AREA

Definition

All copies of a resource produced from substantially the same original input and issued by the same agency or group of agencies or a person. An edition may be identified by an edition statement on the resource or by information provided by the publisher.

Publication patterns in the country of publication are also considered in deciding if a statement is an edition statement (e.g. in some countries “edition” statements may reflect printing information).

Examples

- . – Revised version
- . – Memorial ed.
- . – World Cup ed.
- . – 3^e éd.
- . – Ungekürzte Taschenbuchausg.
- . – Version avec commentaires en anglais
- . – Windows 96 ed.

For older monographic resources:

Not only editions, but also issues, impressions and states of older monographic resources may be given separate descriptions. The stipulations for the edition area may be considered to include information concerning the issue, impression or state being described (see also 0.1.4).

Contents

- 2.1 Edition statement
- 2.2 Parallel edition statement
- 2.3 Statements of responsibility relating to the edition
- 2.4 Additional edition statement
- 2.5 Statements of responsibility following an additional edition statement

Punctuation pattern

- A.** The edition area is preceded by a point, space, dash, space (. –).
- B.** Each parallel edition statement is preceded by a space, equals sign, space (=).
- C.** The first statement of responsibility relating to the edition (or following an additional edition statement) is preceded by a space, diagonal slash, space (/).
- D.** Each subsequent statement of responsibility relating to the edition (or relating to an additional edition statement) is preceded by a space, semicolon, space (;).
- E.** An additional edition statement following either an edition statement or a statement of responsibility relating to the edition is preceded by a comma, space (,).

Examples

- . – Edition statement
- . – Edition statement = parallel edition statement
- . – Edition statement / statement of responsibility
- . – Edition statement / statement of responsibility ; second statement of responsibility ; third statement of responsibility
- . – Edition statement / statement of responsibility = parallel edition statement / parallel statement of responsibility
- . – Edition statement, additional edition statement
- . – Edition statement / statement of responsibility, additional edition statement / statement of responsibility

Prescribed source:

The whole resource, with the following preferred order of sources.

For printed textual resources:

Title page, other preliminaries, colophon, cover.

For older monographic resources:

Title page

For printed cartographic resources and nonbook resources:

The resource itself, container, accompanying material

For notated music resources:

Title page, other preliminaries, first page of music, cover, colophon

For electronic resources:

The resource itself, documentation, other accompanying material, container.

2.1 Edition statement

2.1.1 Definition

The edition statement consists of a term, phrase or group of characters relating to:

- A.** the copies of a resource formally identified as constituting a named and/or numbered edition, or
- B.** the copies of a resource in a particular form of presentation having significant differences from other copies in the same form of presentation, whether or not the resource bears any formal statement to this effect.

The edition statement normally includes either the word "edition" (or its equivalent in another language) or a related term together with an ordinal number ("2nd edition", etc.), or a term indicating difference from other editions ("new edition", "revised edition", "standard edition", "large print edition", "fourth state", "May 1970 script", etc.).

The edition statement can also include other phrases that may be linguistically associated, linking the edition to other elements of the description (e.g. original title in a form such as "abridgement of...").

Statements indicating a named and/or numbered edition, a reprint, or a revision of a resource as a whole

Examples

- . – Joint ed.
- . – 2nd ed.
- . – Reprint ed.
- . – Annual cum. ed.

For older monographic resources:

A statement such as "newly printed" should be treated as an edition statement when it appears to imply the existence of an earlier edition and to be associated with the title; but as a part of the publication, production or distribution, area when it appears to be associated with that area.

For notated music resources:

When the term "edition" is used in order to indicate the version, the arrangement, etc., of a musical work, the statement is given in area 1 (see 1.5.3.2), even when the term "edition" is used on the resource. When the term "edition" is used in order to indicate the form in which a work is presented in the resource (music format), the statement is given in area 3 (see 3.2..1.1), even when the term "edition" is used on the resource. However, a term denoting vocal range (e.g. Low voice; Ausgabe für hohe Stimme) is treated as an edition statement.

For nonbook resources:

In a recorded performance, a statement that appears in the resource and that indicates the edition or version from which the performance is drawn is not regarded as an edition statement, but may be recorded in area 7.

For electronic resources:

Related terms such as "version", "level", "release" or "update" can indicate an edition statement; however, these terms are sometimes used to indicate major or minor changes in a resource and, as such, may not constitute a reliable guide to indicate a new edition.

An edition occurs when there are significant differences in the resource, including additions and deletions; a difference in the programming language; changes to upgrade or improve the efficiency of the resource; modifications in the programming language or operating system that allow the resource to be compatible with other machines and operating systems.

Differences that do not constitute a new edition include: a difference in the type of physical carrier (e.g. from disk to cassette) and/or the size of the physical carrier (e.g. 14 cm to 9 cm disk); differences in printer-related file formats (e.g. ASCII vs. PostScript); differences in system-related formats (e.g. IBM vs. Macintosh); differences relating to the character code or to blocking or recording densities; differences in the output medium or display format (e.g. a remote-access resource reproduced on floppy disk and optical disc). Normally, differences that do not constitute a new edition do not warrant the creation of a separate bibliographic record, although a bibliographic agency may choose to create multiple bibliographic records. The differences may be given in a note (see also 0.1.4).

When the electronic resource has multiple edition statements relating to parts or pieces of the resource (e.g. an interactive multimedia work), the statement(s) that relates (relate) to the resource

as a whole is (are) transcribed. When there is no one statement that applies to the resource, the statement(s) may be given in area 7. An edition statement that appears only in the accompanying documentation is not regarded as an edition of the resource unless information in the documentation indicates that the statement applies to the resource.

2.1.2. Transcribing the edition statement

The edition statement is given in the terms in which it appears on the resource. It is enclosed in square brackets if it does not appear on the prescribed source of information. Standard abbreviations may be used. Arabic numerals are substituted for other numerals or spelled out numbers. Explanatory phrases appended to the edition statement are given when considered necessary for identification of the edition (see 2.3.3).

If the edition statement consists solely or chiefly of symbols or other matter that cannot be reproduced by the facilities available (see 0.10), the characters are replaced by words or numbers, as appropriate, enclosed in square brackets. An explanation may be given in area 7 (see 7.2).

Examples:

- . – 1. ed.
- . – 4th revised ed.
Editorial comment: Title page reads Fourth revised edition
- . – 3. Aufl.
- . – Nuova ed.
- . – Sehr veränderte Aufl.
- . – Ed. française
- . – Ungekürzte Ausg.
- . – Deutsche Erstausg.
- . – 67th ed., complete with street plan
- . – 5^a ed., con un copioso índice alfabético de materias
- . – Novissima ed. (7a), interamente riveduta
- . – Ed. 4
- . – 3. erw. Aufl.
- . – Ed. réduite
- . – Ed. 3-GSGS
- . – [Three asterisks] ed.
- . – 2^e éd. du recueil noté
- . – Reprint ed.
- . – Hohe Stimme (Originallage)
- . – Ed. special.
- . – Version 3.5
- . – Interactive ed., 1993 version

Local edition statements

Examples

- . – Northern ed.
- . – Overseas ed.
- . – Московский вечерний вып

Special interest edition statements

Examples

- . – Ed. pour le médecin
- . – Managers' ed.

Special format or physical presentation statements

Examples

- . – Airmail ed.
- . – Braille ed.
- . – Large print ed.
- . – Library ed.
- . – Microform ed.
- . – Student software ed.

Language edition statements

Examples

- . – English ed.
- . – Ed. française

When information pertaining to other elements of the description (e.g. an original title or other information concerning the original work) is linguistically an integral part of the edition statement, it is recorded as such.

For older monographic resources:

The exact wording is given when the edition statement is taken from a prescribed source of information. When the edition statement is taken from any other source, standard abbreviations may be used and arabic numerals are substituted for other numerals or spelled out numbers. When the edition statement is not taken from the title page, the source of the statement is given in area 7.

Examples

- . . – The second edition
- . – Newly imprinted and very necessary vnto all youthe

For continuing resources:

Statements indicating an insert/inset or supplement that is included in the resource are transcribed as edition statements.

Examples

- . – Ausg. mit Supplementen
- . – [With supplements] in four languages

2.1.3 When no edition statement appears on the resource, although it is known that the resource

contains significant changes from previous editions, a suitable edition statement in the language of the prescribed source of information and in accordance with the provisions of 2.1.2 may be supplied, enclosed in square brackets.

Examples

- . – [New ed.]
- . – [3e éd.]
- . – [Reproduction en facsimilé]
- . – [Rev. ed.]
- . – [With a new appendix]
- . – [Ed. de Grenoble]
- . – [2. Aufl.]
- . – [Apr. 1995 issue]
- . – [Rev. ed., Aug. 1995]
- . – [Version 1.5]
- . – [School ed.]

For older monographic resources:

Edition numbers should not be supplied unless it is clear that the resource has a place in a sequence of otherwise numbered editions. An explanation may be given in area 7.

2.1.4 The following edition statements are not transcribed in the edition area:

2.1.4.1 An edition statement that is an integral part of an element in another area (such as title proper or other title information) and has been treated as such (see 1.1.3.6, 1.4.2) is not repeated in the edition area.

Examples

- The compact edition of the Oxford English dictionary
not
The Oxford English dictionary. – Compact ed.
not
The compact edition of the Oxford English dictionary. – Compact ed.
- The compact version of Symphony [Electronic resource]
not
Symphony [Electronic resource]. – Compact version

For older monographic resources:

When an edition statement or any part of it has been taken from part of the title page preceding the title and statement of responsibility statement, that is stated in a note.

For continuing resources:

a) For serials, statements indicating volume numbering or designation, or chronological coverage (e.g. 1st ed., 1916 ed.) are given in area 3 (see 3.3).

b) Statements indicating the general or specific class of material when they do not appear on the title page. An indication of the type of material is given as a general material designation in area 1 and/or as a specific material designation in area 5 (see 1.2, 5.1).

c) Statements indicating regular revision or frequent updating (e.g. Rev. ed. issued every 6 months). These are treated as frequency rather than edition statements and are given in a note (see 7.0, 7.2.1).

2.1.4.2 An edition statement or statements associated with one or more works, that is (are) included on a resource containing a number of works but lacking a collective title, is (are) not given in the edition area, but in area 1, with conventional punctuation (see 1.1.4.2).

Examples

Le Western / textes rassemblés et présentés par Henri Agel, nouvelle éd.
Évolution et renouveau du western (1962-1968) / par Jean A. Gili

An examination of Dr. Bomet's theory of the earth ... / by J. Keill, the second edition corrected. ... To the whole is annexed A dissertation on the different figures of the coelestial bodies, &c ... / by Mons. de Maupertuis

My very first prayer time book [Visual projection] / by Mary Fletcher ; illustrations by Treyer Evans, Revised ed.. Now I lay me down to sleep / text and pictures by Rex Catto.

National flight [Electronic resource] / by Air Flight Inc., 1995 sales ed.. Navigation advisor / Interactive Mapping Corporation

2.1.5 Changes

For multipart monographic resources:

If an edition statement is added, dropped, or changed on parts subsequent to the first part, a note on such a change is given in area 7 when considered important to users of the catalogue (see 7.2.2.1).

For serials:

If an edition statement is added, dropped, or changed on subsequent issues or parts, a note on such a change is given in area 7 when considered important to users of the catalogue (see 7.2.2.1), unless the addition, deletion, or change is the result of a major change that requires a new description (see 0.12).

For integrating resources:

If a major change in edition occurs, a new description is made (see 0.12.3.1). If a minor change occurs, the description is changed and a note on the change is given in area 7 when considered important to users of the catalogue (see 7.2.2.2).

For nonbook resources:

A change in the identity of the distributor does not constitute a change of the edition.

2.2 Parallel edition statement

A parallel edition statement is an equivalent of the edition statement in another language and/or script.

When the prescribed source of information bears edition statements in more than one language and/or script, the statement in the language and/or script of the title proper is given. When this criterion cannot be applied, the edition statement made prominent by typography or, if there is no typographical distinction, the one appearing first is given. The parallel statement(s) may also be given.

Examples

- . – Canadian ed. = Ed. canadienne
- . – Students' ed. = Ed. pour les étudiants
- . – 2. preradeno i dopunjeno izd. = 2nd revised and enlarged ed.

For older monographic resources:

When the title page bears edition statements in more than one language and/or script, the statement appearing first is given. The parallel statement(s) may be given; if so, they are recorded in the order indicated by the sequence of information on the source.

Example

- . – Troisième édition = The third edition

2.3 Statements of responsibility relating to the edition

2.3.1 Statements of responsibility relating to the edition can refer to persons or to corporate bodies and can indicate functions such as that of a reviser of a new edition, or can name the person or body responsible for the provision of supplementary matter, of appendices, etc., in a new edition.

Examples

- . – 5th ed. / by C. Ellis
- . – May 1970 script / revised collectively by the Peking Opera Troupe of Peking
- . – Facsimile ed. / edited, with an introduction, by John Goode
- . – Rev. version 3.3 / programmer, Kate Maggor
- . – Mis à jour / M. Pillot
- . – Revised version / photographer, William P. Gottlieb
- . – Rev. version 3.3 / programmer, Kate Maggor
- . – 2. izd. / spremno besedo napisal M. Maticetov
- . – 2nd ed. / with a historical time chart newly devised by M.A. Stuart
- . – 2nd ed. / with a new epilogue by the author
- . – Neuaufl. / herausgegeben und kritisch revidiert von Hans Joachim Moser
- . – 2e éd. / préface de Léon-Arthur Elchinger
- . – 3rd / with supplementary notes and appendices by H.J. Laski Shachiapang : a modern revolutionary Peking opera. – May 1970 script / revised collectively by the Peking Opera Troupe of Peking

2.3.2. Statements of responsibility relating to the first edition are given in area 1 if found on the prescribed sources of information.

2.3.3 Statements of responsibility relating to the edition in hand, or to parts of the edition in hand, but not to all editions of the work are given, in accordance with the provisions of 1.5, in the edition area when found on the prescribed source of information. When such statements do not appear on the prescribed source of information, they may be given in area 2 in square brackets or may be given in area 7.

Example

- . – Student version / with new graphics by Gerry Herin
- . – 2. izd. Spremno besedo napisal M. Maticetov

For older monographic resources:

Details of appendices and other subsidiary matter relating to the edition in hand but not necessarily to all editions of the work are recorded as statements of responsibility relating to the edition, i) when they are found on the title page ; or ii) when there is in the resource (e.g. in the preliminaries or the colophon) a formal statement referring to them, provided a person or corporate body is named or otherwise identified as responsible for their creation.

Examples

- . – The fourth edition / with a new epilogue by the author
- . – Editio altera, ab innumeris erroribus emendata / huic editioni accessêre Jacobi Bongarsii excerptiones chronologicae ad Justini historias accommodatae

When such statements have been transposed from a position preceding an edition statement, this is stated in area 7.

For nonbook resources:

Names of performers contributing to the edition in hand but not to all editions of the work are also included.

- . – English language ed. / with commentary spoken by John Parrinder

2.3.4 Statements of responsibility relating to the edition in hand (as described in 2.3.2), but that do not name or otherwise identify a person or corporate body, are given as part of the edition statement (see 2.1.1). Such statements often appear as explanatory phrases and imply responsibility.

Examples

- . – 2nd ed., with a new epilogue
- . – [New ed.], with epilogue, 1964-1974
Editorial comment: Bracketed portion of edition statement supplied by cataloguer
- . – 2. Aufl. / mit einem Anhang "Neue Etüden und Spielstücke"

2.3.5 The following statements of responsibility relating to the edition are not transcribed in the edition area:

2.3.5.1 Statements of responsibility that clearly relate to the first edition or to all editions of a work are given in area 1.

2.3.5.2 Statements of responsibility that do not clearly relate to only one or only some editions of a work are given in area 1.

For older monographic resources:

When a statement of responsibility relating to the edition has been transposed from a position following an edition statement, the position of such information is stated in area 7.

Example

- . – An enquiry into the original state and formation of the earth ; deduced from the facts about the laws of nature / by John Whiteburst. – The second edition, considerably enlarged, and illustrated with plates

Note: The author's name appears after the edition statement

2.3.6 Parallel statements of responsibility relating to the edition may be given.

For older monographic resources:

When the same prescribed source of information for the edition statement includes parallel statement(s) of responsibility relating to the edition, the parallel statement(s) may be given in the order indicated by the sequence of information on the source.

2.4 Additional edition statement

2.4.1 An additional edition statement is given

A. when the resource carries a formal statement identifying it as belonging to an edition or impression within an edition, or to an edition that is equivalent to the first named edition.

Examples

- . – 3rd ed., repr. with a new pref.
- . – 2nd ed., revised issue
- . – 2nd ed., rev. version

B. when the resource has significant differences in content from other impressions of the larger edition to which it belongs.

Examples

- . – 3rd ed., [with an appendix]
- . – English ed., 2nd ed.
- . – World's classics ed., new ed. revised, reset and illustrated
- . – 4th ed. / revised by H.G. Le Mesurier and E. McIntosh, reprinted with corrections
- . – 3rd ed., 2nd (corrected) impression
- . – English full ed., 4th international ed.
- . – Vollständige Taschenbuchausg., 1. Aufl.

2.4.2 Additional edition statements are transcribed in accordance with the provisions of 2.1.2 and 2.1.3.

Examples

- . – Amtliche Ausg., 17 Aufl.
- . – Neuaufl. der deutschen Originalausg.
- . – Abridged ed., 2nd ed.
- . – Full ed., 4th international ed.
- . – 5th ed., 2nd impression, with corrections
- . – Nouvelle impression en facsimilé de la 1re éd. de 1751-1780
- . – 2. ed., con nuova prefazione e aggiunta di tre appendici

For older monographic resources:

When an additional statement (e.g. a statement of reprinting) appears in the context of another area, it is recorded as part of that area, with the exception that when it appears at the head of the title-page it is transcribed in the edition area following the prescribed punctuation. This is mentioned in area 7.

Example

- . – "nouvellem[e]nt i[m]primée à Paris" is treated as a statement of the principal place of resource.

2.4.3 Additional edition statements naming an unchanged impression or reissue may be given.

Examples

- . – 4e éd., 3e tirage
- . – 2nd ed., 2nd printing
- . – 2., unveränderter Neudruck der 3., völlig neubearbeiteten Aufl.
- . – 19.-23. Tsd.
- . – Nouvelle éd., revue et augmentée, 70e mille
- . – 3. ed., 4. rist.
- . – Italian version, reissued.

For older monographic resources:

Unchanged impressions of an edition are given as edition statements, or additional edition statements as appropriate.

Example

- . – The fifth impression

2.4.4 Parallel additional edition statements may be given

For older monographic resources:

When the same prescribed source of information for the edition statement includes parallel additional edition statement(s), the parallel statement(s) may be given in the order indicated by the sequence of information on the source.

2.5 Statements of responsibility following an additional edition statement

2.5.1 Statements of responsibility following an additional edition statement are transcribed in accordance with the provisions of 2.3.

Examples

- . – Rev. ed. / with revisions, an introduction, and a chapter on writing, by E.C. White, 2nd ed. / with the assistance of Eleanor Gould Packard
- . – The second edition, reprinted / with a new preface by Dr. Horace Smith
- . – 2nd ed., reissued / with an afterword by the course convener
- . – Version 2.4, corr. / with diagrams by Harry Weeks

2.5.2 Parallel statements of responsibility following an additional edition statement may be given.

For older monographic resources:

When the same prescribed source of information for the additional edition statement includes parallel statement(s) of responsibility, the parallel statement(s) may be given in the order indicated by the sequence of information on the source.

3 Material or type of resource specific area

Scope

This area contains data that are unique to a particular class of material or type of resource. Where information exists for another type of material, the information that can be assigned to any other area of description will be so assigned.

The language and/or script of the elements within area 3, the order of the elements, and the prescribed punctuation for the area appear in the stipulations for particular types of resources using the area. Thus far the materials are cartographic resources (for mathematical data), notated music resources (for statements indicating the special music format), and serials (for information relating to numbering).

When a resource is a combination of material and type of resource for which area 3 is used (e.g. a map serial), area 3 is repeatable.

When area 3 is repeated, the occurrence of area 3 that is related to the content of the resource (e.g. scale information for a cartographic resource or notated music specific statement) is given first; the area 3 for serials (numbering information) is given last.

Examples

- . – Scale 1:250 000 ; universal transverse Mercator proj. – No. 1 (1970)-
- . – Scale 1:650,000 (W 94°3′–W 88°49′/N33°1′–N 28°55′). – 1981-
- . – Score and parts. – No. 1-
- . – Scales differ. – No. 1-

Contents

- 3.1 Mathematical data (Cartographic resources)
- 3.2 Notated music resources
- 3.3 Numbering (Serials)

3.1 Mathematical data (Cartographic resources)

The mathematical data area gives information on scale, projection, coordinates, and equinox of cartographic resources.

Contents

- 3 1.1 Statement of scale
- 3.1.2 Statement of projection
- 3.1.3 Statement of coordinates and equinox

Punctuation pattern

- A.** The projection statement is preceded by a space, semicolon, space (;).
- B.** The statements of coordinates and equinox are enclosed in one pair of parentheses (()).

- C.** The statement of equinox is preceded by a space, semicolon, space (;).

Examples

- . – Scale statement
- . – Scale statement ; projection statement
- . – Scale statement ; projection statement (coordinates ; equinox)
- . – Scale statement (coordinates ; equinox)
- . – Scale statement ; projection statement (coordinates)
- . – Scale statement (coordinates). – Scale statement (coordinates)

Prescribed source

The resource itself.

When the information from the resource itself is insufficient, other sources may be selected according to the following order of preferred sources: container, accompanying material

3.1.1 Statement of scale

3.1.1.1 The scale is given as a representative fraction (RF), expressed as a ratio (1:). The numeral one (1) is separated from the denominator by a colon (:) that is not preceded or followed by a space. The RF may be preceded by the term "scale" or its equivalent in another language and/or script.

Examples

- . – Scale 1:25 000
- . – Escala 1:100 000
- . – 1:1 000 000
- . – Scale 1:5 000-1:25 000

3.1.1.2 When the scale relates only to particular parts of the resource, it is indicated as such.

Examples

- . – Scale 1:3 982 200 at equator
- . – Scale 1:59 304 960 along meridians

3.1.1.3 A scale statement is given when known or calculated, even if the scale is included in area 1.

Example

France au 1:500 000 / Institut géographique national. – 1:500 000

3.1.1.4 When the RF is derived from a verbal scale statement, it is given in square brackets. The verbal expression of the scale may be transcribed following the RF.

Examples

- . – [1:7 200]. 1 pouce pour 100 toises
- . – Scale [1:63 360]. 1 inch to 1 mile

3.1.1.5 When there is no numeral or verbal scale statement, the RF is computed from a bar scale, a graticule (i.e. from 1° of latitude that on average is 111 kilometres) or grid, or by comparison with a map of known scale, and is enclosed in square brackets.

Examples

- . – [1:1 800 000 env.]. 10 lieues de 25 au degré = [2,5 cm]
(RF computed from bar scale)
- . – [1:3 000 000 env.]. 25 lieues communes de France = [3,8 cm]
(RF computed from bar scale)
- . – Scale [ca. 1:277 740]
(RF computed from graticule)

3.1.1.6 When the resource is not drawn or constructed to scale, the phrase "Not drawn to scale" or its equivalent in another language and/or script is substituted for a scale statement.

3.1.1.7 When the scale of the resource is not given on the resource, the phrase "Scale indeterminable" or its equivalent in another language and/or script is substituted for a scale statement. The phrase "Scale not given" may be used when the scale might be determined but the cataloguing agency chooses not to make the determination.

3.1.1.8 When a vertical scale is appropriate, such as on relief models, this scale is recorded following the horizontal scale. The vertical scale is specified as such.

Examples

- . – Scale 1:1 744 080. Vertical scale [ca. 1:96 000]
- . – 1:100 000. Échelle altimétrique 1:100 000

3.1.1.9 The scale for celestial charts is expressed as an angular scale in mm per degree.

Example

- . – Scale 88 mm per 1°

3.1.2 Statement of projection

3.1.2.1 The statement of projection may be recorded when present on the resource. When identified from other sources, the statement of projection, if given, is supplied in square brackets.

3.1.2.2 The statement of projection consists of the name of the projection. Associated phrases related to the statement of projection may be added. Such phrases usually consist of

statements pertaining to properties of the projection applicable only to the resource described (e.g. as regards meridians and parallels). Standard abbreviations may be used.

Examples

- ; proj. conique conforme de Lambert sécante aux parallèles 48° et 77°
- ; proj. conique conforme de Lambert, parallèles d'échelle conservée 45° et 49°
- ; proj. de Mercator transverse universelle, ellipsoïde de Clarke 1880
- ; conic equidistant proj. standard parallels 40° and 21° N
- ; transverse Mercator proj. 10 000 yards India Zone I grid, Everest spheroid
- ; azimuthal equidistant proj. centered on Nicosia, N 35°10', E 33°22'

3.1.3 Statement of coordinates and equinox

3.1.3.1 The coordinates delimit the greatest extent of the area covered and may be recorded when present on the resource, or may be supplied when known and considered important to users of the catalogue..

3.1.3.2 For terrestrial maps, the coordinates are given in the following order:

- westernmost extent of cartographic resource (longitude)
- easternmost extent of cartographic resource (longitude)
- northernmost extent of cartographic resource (latitude)
- southernmost extent of cartographic resource (latitude)

Longitude and latitude are expressed in degrees (°), minutes (') and seconds (") of the sexagesimal system (360° circle); longitude is always taken from the Greenwich prime meridian.

The degrees, minutes and seconds of longitudes and latitudes are preceded by the appropriate initials for West (W), East (E), North (N) and South (S) or their equivalents in another language and/or script. The two sets of longitude and latitude are separated from each other by a diagonal slash not preceded or followed by a space. Each longitude or latitude is separated from its counterpart by a dash, not preceded or followed by a space.

Examples

- (E 79°–E 86°/N 20°–N 12°)
- (E 110°30'–E 120°30'/N 25°15'–N 22°10')
- (E 15°00'00"–E 17°30'45"/N 1°30'12"–S 2°30'35")
- (W 74°50'–W 74°40'/N 45°05'–N 45°00')
- (W 0°2'37"–E 0°0'35"/N 44°5'30"–N 43°45'00")

Maps of other celestial bodies, such as the Earth's moon, may have coordinates recorded as appropriate to the given celestial body's coordinate system.

Coordinates may be recorded as decimal degrees. Coordinates given in decimal degrees for locations east of Greenwich and north of the equator are expressed as positive numbers and may be preceded by a plus sign. Locations west of Greenwich and south of the equator are expressed as negative numbers and are preceded by a minus sign. The plus or minus sign is not included, but each coordinate is preceded by W, E, N or S, as appropriate.

Example

(W 95.15°–W 74.35°/N 56.85°–N 41.73°)

3.1.3.3 For celestial charts, the right ascension of the centre of the chart, or the right ascensions of the western and eastern limits of the area covered by the chart, and the declination of the centre of the chart, or the declinations of the northern and southern limits of the area covered, are given as coordinates.

The right ascension is designated by "RA" or its equivalent in another language and/or script, followed by the hours, and, when necessary, minutes and seconds of the twenty-four hour clock.

The declination is designated by "Decl." or its equivalent in another language and/or script, followed by the degrees (°) and, when necessary, minutes (') and seconds (") of the sexagesimal system (360° circle), using a plus sign (+) for the northern celestial hemisphere and a minus sign (-) for the southern celestial hemisphere.

The right ascensions and declinations are separated from each other by a diagonal slash not preceded or followed by a space. When two right ascensions and two declinations are given, each right ascension or declination is linked to its counterpart by the word "to" or its equivalent in another language and/or script.

When coordinates are given, the statement of equinox may also be given. The equinox is expressed as a year preceded by "equinox" or its equivalent in another language and/or script. A statement for the epoch is added when it is known to differ from the equinox, and both are separated with a comma; the epoch is designated by "epoch" or its equivalent in another language and/or script.

Examples

(RA 16. hr. 30 min. to 19 hr. 30 min./Decl. -16° to -49° ; equinox 1950, epoch 1948)
(RA 16 hr./Decl. -23° ; equinox 1950)
(RA 2 hr./Decl. +30° ; equinox. 1950)
(RA 2 hr. 00 min. to 2 hr. 30 min./Decl. -30° to 45° ; equinox 1950)

For charts centred on a pole, the declination limit is indicated.

Example

(Centred at South Pole/Decl. limit -60°)

3.2 Notated music resources

The notated music statement indicates the special music format of a resource, distinguishing it from other formats of the same resource. Details of the physical units of the resource are given in the physical description area (see 5.1).

Contents

3.2.1 Notated music statement

3.2.2 Parallel notated music statement (*optional*)

Punctuation pattern

Each parallel notated music statement is preceded by a space, equals sign, space (=)

Prescribed source

The resource itself, with the following preferred order of sources: title page, other preliminaries, first page of music, cover, colophon, the rest of the resource.

3.2.1 Notated music statement

3.2.1.1 The notated music statement is given in the terms in which it appears on the resource. Explanatory phrases subjoined to the notated music statement are included when they are considered important to users of the catalogue. Further explanations may be given in a note (see 7.3).

Examples

- . – Full score
- . – Orchester-Partitur
- . – Partitur mit untergelegtem Klavierauszug
- . – Conducteur si^b
- . – Score and set of parts
- . – Partition, reproduction du manuscrit de l'auteur
- . – Miniature score
- . – Vocal score
- . – Partition et parties

3.2.1.2 The notated music statement is enclosed in square brackets if it does not appear on the prescribed source of information.

3.2.1.3 When no notated music statement appears on the resource, a suitable statement may be supplied, enclosed in square brackets, in the language or script of the title page or in the language and/or script chosen by the bibliographic agency.

Example

- . – [Partition et parties]

3.2.2 Parallel notated music statement

When a resource bears notated music statements in more than one language and/or script, the statement appearing first is given. The parallel statement(s) may be given, preceded by a space, equals sign, space. If these are not given, no indication is made of the omission.

Example

- . – Játzópartitúra = Playing score

3.3 Numbering (Serials)

The numbering area consists of the numbers and/or dates of coverage of the first and/or last issue or part bearing the title proper given in area 1. For integrating resources, such information generally is not applicable.

The dates given in area 3 may or may not be identical with the dates of publication given in area 4.

When the description is being made from an intermediate issue or part, numbering of the first and/or last issue or part may be given in area 3, enclosed in square brackets, if found in another source than the prescribed source of information. If such a source of the numbering of the first and/or last issue or part is not available, any information about the first and/or last issue or part may be given in area 7 (see 7.3.2). The area is omitted if a source of the numbering of both the first and last issues or parts is not available. When the description is not based on the first and/or last issue or part, information about the issue(s) or part(s) used is given in area 7 (see 7.9.1).

Numbering data other than that relating to the first and/or last issue or part may also be given in area 7 (see 7.3.1, 7.3.4).

Punctuation pattern for numbering

- A.** A hyphen (-) after the number and/or date of the first issue or part of the serial links this numbering to the number and/or date of the last issue or part of the serial, or indicates that the serial is continuing. If only the number and/or date of the last issue or part is given, the number and/or date is preceded by a hyphen (-).⁶
- B.** When there is an issue or part number and a date, the date is enclosed in parentheses () after the number unless the number is a division of the date (see 3.1.3).
- C.** The second and each subsequent system of numbering used in the same issues as the first one is preceded by a space, equals sign, space (=).
- D.** The number of the first issue or part of a new sequence of numbering that does not include a statement of the new sequence is preceded by a space, semicolon, space (;).
- E.** The designation of each new sequence of numbering is preceded by a space, semicolon, space (;), and its numbering is preceded by a comma, space (,).

Examples

Date of the first issue or part-date of the last issue or part

Date of the first issue or part-

Number of the first issue or part-number of the last issue or part

Number of the first issue or part-

⁶ When the numbering or chronological designation of the first or last issue or part given in area 3 includes a hyphen, a double hyphen (--) without a space on either side may be substituted for the hyphen that links the numbering or chronological designation of the first and last issues or parts or that indicates that the serial is continuing.

Number of the first issue or part (date of the first issue or part)-number of the last issue or part (date of the last issue or part)

Number of the first issue or part (date of the first issue or part)-

-number of the last issue or part (date of the last issue or part)

Number of the first issue or part-number of the last issue or part = other number of the first issue or part-other number of the last issue or part

Number of the first issue or part-number of the last issue or part ; number of the first issue or part using a new sequence of numbering-number of its last issue or part

Number of the first issue or part-number of the last issue or part ; statement of the new sequence (if any), number of its first issue or part-number of its last issue or part

Prescribed source

The resource itself, authoritative sources, such as national bibliographies.

3.3.1 Recording the numbering statement

3.3.1.1 Numbering data are given in the form and order as they appear on the issue or part, except that arabic numerals are substituted for other numbers or spelled-out numerals. These are given with the designation of issue or part, if any, or equivalent in a standard abbreviated form. Standard abbreviations are used in place of words.

Examples

. – Bd. 1-	. – 2 ^e trim. 1973-
. – Vol. 1-	. – 1969-
. – Pt. 1-	. – 1. köt.-
. – 15 Jan. 1970-	. – 1974 febr.-
. – Mai 1972-	. – 1980/1981-
. – 1916 ed.-	

Incomplete, inaccurate, or misspelled data are completed or corrected by inserting the missing element(s) or by giving the correct version, enclosed in square brackets (see also 0.9).

Examples

. – [19]76-
. – Vol. 1 ([19]83)-
. – 1986 [i.e. 1968]-
. – Vol. 20 [i.e. 21] (1846)-

3.3.1.2 Dates not of the Gregorian calendar are recorded as given on the prescribed source of information. The equivalent dates of the Gregorian calendar are added in square brackets if they do not appear on the serial.

Examples

- . – 1353 [1979]-
- . – N° 1 (22 haha 85 E.P. [27 oct. 1957])-
- . – N° 1 (3 niv. an 6 [23 déc. 1797])-

3.3.2 When the issues or parts of a serial are identified by a number *or* a date, the numbers or dates of the first issue or part are recorded.

Examples

- . – Vol. 1-
- . – Bd. 1-
- . – 1925-

3.3.3 When the issues or parts of a serial are identified by a number *and* a date, both these elements that appear on the first issue or part are recorded. The number precedes the date.

Examples

- . – Vol. 1, no. 1 (Jan. 1971)-
- . – Vol. 1 (1960)-

However, when the number is a division of the date, the number is generally given after the date.

Examples

- . – 1971, no. 1 (Jan. 1971)-
- . – 1967, no. 1-
- . – [19]85, 1-

Editorial comment: Numbering appears on issue as 1-85

3.3.4 When a serial is a continuation of one or more other serials (see 7.2), the number and/or date given is that of the first issue or part that bears the new title proper.

Examples

- . – Bd. 5 (1957/63)-
- . – 6 (1963)-

3.3.5 When there are designations in more than one language and/or script on the issue or part, the designation appearing in the language and/or script of the title proper or, if this criterion does not apply, the first, is given in area 3. The parallel designations may also be given preceded by a space, equals sign, space.

Example

- . – Vol. 20-
- or . – Vol. 20- = T. 20- = Bd. 20-

3.3.6 When on the issue(s) or part(s) being described a single numbering system contains more than one numbering and/or dates in different calendars, all the numbers and designations are given in area 3.

Examples

- . – Bd. 1, Nr. 1 (Frühling 1970)- = Nr. 1-
- . – Vol. 6, no. 2- = Vol. 13, no. 3 (Mar. 1969)-
Editorial comment: Each issue continues the numbering of the two predecessor titles
- . – 1976, broj 1 (1 siecanj = 1 jan.)-
- . – N° 1 (13 sept. 1797 = 27 fruct. an 7)-

3.3.7 When describing a serial that has ceased publication, the number and/or date of the last issue or part is given following the number and/or date of the first issue or part. If the number and/or date of the first issue or part is not known, only the number and/or date of the last issue or part is given.

Example

- . – Vol. 1, no. 1 (Jan. 1971)-vol. 5, no. 12 (Dec. 1975)
- . – Bd. 1-Bd. 70
- . – 1936-1965
- . – 1971, no. 1 (Jan. 1971)-1975, no. 12 (Dec. 1975)
- . – [19]85, 1-[19]93, 3
- . – Bd. 5 (1957/63)-Bd. 6 (1964/70)
- . – Bd. 1, Nr. 1 (Frühling 1970)-Bd. 6, Nr. 3 (Winter 1975) = Nr. 1-Nr. 24
- . – -årg. 38, n:r 4 (26. mars 1892)
- . – N° 188 (22 oct. 1796 = 1^{er} brum. an 5)-n° 500 (4 sept. 1797-18 fruct. an 5)
- . – N° 1 (15 clinamen 77 E.P. [6 avr. 1950])-n° 28 (1^{er} absolu 85 E.P. [8 sept. 1957])
- . – Vol. 1, pt. 1 (Dec. 1989)

Editorial comment: Only issue published

3.3.8 When a serial adopts a new sequence of numbering but the title proper does not change, the numbering of the first sequence is given followed by the numbering of the new sequence. Normally, the serial carries a designation, such as “new series”, “second series”, etc., to indicate that a new sequence of numbering, not a new serial, is intended. The statement of the new sequence, if any, precedes its numbering.

Examples

- . – Bd. 1 (1962)-Bd. 6 (1967) ; n.F., Bd. 1 (1968)-
- . – Vol. 1, no. 1 (Jan. 1941)-vol. 4, no. 5 (May 1950) ; n.s., vol. 1, no. 1 (June 1950)-vol. 2, no. 12 (May 1952)
- . – Vol. 1, no. 1 (Mar. 1950)-vol. 4, no. 5 (Aug. 1954) ; Dec. 1954-
- . – Vol. 1 (1921)-vol. 19 (1939) ; n.s., vol. 1 (1946)-vol. 30 (1975) ; vol. 50 (1976)-
- . – Vol. 1, no. 1 (Nov. 23, 1936)-vol. 73, no. 25 (Dec. 29, 1972) ; vol. 1, no. 1 (Oct. 1978)-
- . – 31 Mar. 1961-26 Sept. 1969 ; year 1, no. 1 (1 Oct. 1969)-
- . – t. 12, 40/41 (jan.-juil. 1962)-t. 27, 103 (dec. 1977) ; nuova serie,

1-2 (sett. 1978)-
. – 1-v. 101 ; new ser., v. 1-

3.3.9 When describing a subseries or a supplement/inset with a dependent title (see 1.1.5.3), the numbering of the subseries or of the supplement/inset is given in area 3. The numbering of the main series is given in area 6, or if this does not apply, a note on the numbering relating to the main series or to the main resource is given in area 7 (see 7.3.3, 7.6.3).

Example

Dunántúli tudományos gyűjtemény. Series geographica

Editorial comment:

In area 3: . – 31. sz.-

In area 6: . – (Dunántúli tudományos gyűjtemény ; 58 sz.)

3.3.10 In describing a facsimile reprint or other photographic reproduction, the elements of area 3 are the numbers and/or dates of the original serial.

3.3.11 No designation on first issue or part

If the first issue or part of a serial lacks any numbering, but subsequent issues or parts define a designation pattern, numbering is supplied for the first issue or part based on that pattern. If information about designations of subsequent issues or parts is not available, *[No. 1]-* (or its equivalent in the language of the title proper) or a chronological designation for the first issue or part is given as appropriate.

Examples

. – [Pt. 1]-

Editorial comment: Subsequent issues numbered Part 2, Part 3, etc.

. – [No. 1]-

. – [1968]-

Editorial comment: An annual report for which chronological designation is more appropriate

4 PUBLICATION, PRODUCTION, DISTRIBUTION, ETC., AREA

Scope

The term "publication, production or distribution" is intended to cover all types of publication, production, distribution, issuing and release activities connected with resources. Area 4 is also used to record data connected with the physical manufacture of the resource, but these are distinguished from the publication, production, distribution, etc., activities although both may be executed by the same person or body. When a person or body combines the activities of publication, production, distribution, etc., with those of physical manufacture or when it is uncertain whether the person or body is responsible for publication, production, distribution, etc., or for physical manufacture alone, the statement is treated as one relating to publication, production, distribution, etc.

In the context of applying the ISBD, all remote-access electronic resources are considered to be published.

For older monographic resources:

The modern functions of printer, publisher and distributor are often undifferentiated in older monographic resources. In the instructions that follow, the name and location of the printer are given equal status to those of the publisher or distributor. Unless otherwise indicated, for older monographic resources the terms "place of publication" and "publisher" are used to refer to the location and name of a publisher, distributor, or printer.

4.0 The publication or production statement is that of the resource being described. In describing a facsimile or other photographic, micrographic, or digitised reproduction, the publication or production statement of the reproduction is given in the publication, production, distribution, etc., area. The publication or production statement of the original is given in area 7 (see 7.2.4.2).

Examples

- . – London : London Topographical Society, 1898
Note: Facsimile reprint. Originally published, London : R. Walton, [1654]
- . – New York: Lea Pockett Scores
Note: Facsimile reprint. Originally published, Leipzig : Breitkopf & Härtel, 1881
- . – New York : Johnson Reprint Corp., 1971
Note: Facsimile reprint. Originally published: Boston : Houghton, Mifflin, 1881

Contents

- 4.1 Place of publication, production and/or distribution
- 4.2 Name of publisher, producer and/or distributor
- 4.3 Statement of function of distributor
- 4.4 Date of publication, production and/or distribution
- 4.5 Place of printing, manufacture or engraving
- 4.6 Name of printer, manufacturer or engraver

4.7 Date of printing or manufacture

Punctuation pattern

- A.** The publication, production, distribution, etc., area is preceded by a point, space, dash, space (. –).
- B.** A second or subsequent place is preceded by a space, semicolon, space (;), unless a linking word or phrase is given.
- C.** Each name is preceded by a space, colon, space (:) unless in the case of second or subsequent publishers, distributors, etc., a linking word or phrase is given.
- D.** Parallel information is preceded by a space, equals sign, space (=).
- E.** A supplied statement of function of a distributor is enclosed in square brackets ([]).
- F.** The date is preceded by a comma, space (,).
- G.** A hyphen (-) after the date of publication of the first issue or part or the first iteration of an integrating resource links this date to the date of the last issue or part or the last iteration of the resource, or indicates that the resource is continuing.
- H.** The place of printing or manufacture, name of the printer or manufacturer and date of printing or manufacture are enclosed in one pair of parentheses (()). Within the parentheses the same punctuation is used as in B, C and F.

Elements in this area can be repeated in any pattern that is appropriate to the resource being described. Examples of such patterns are:

- . – Place of publication or production : name of publisher or producer, date
- . – Place of publication or production : name of publisher or producer ; place of publication or production : name of publisher or producer, date
- . – Place of publication or production ; place of publication or production : name of publisher or producer, date (place of printing or manufacture : name of printer or manufacturer, date)
- . – Place of publication or production : name of publisher or producer, date ; place of distribution : name of distributor [function], date
- . – Place of publication or production ; place of publication or production : name of publisher or producer, date (place of printing or manufacture ; place of printing or manufacture : name of printer or manufacturer, date)
- . – Place of publication or production = parallel statement of place of publication or production : name of publisher or producer, date
- . – Place of publication or production : name of publisher or producer = parallel statement of place of publication or production : parallel statement of name of publisher or producer, date

- . – Place of distribution : name of distributor [function], date (place of printing or manufacture : name of printer or manufacturer, date)
- . – Place of publication or production : name of publisher or producer, date (place of printing or manufacturer: name of printer or manufacturer)
- . – Place of publication or production : name of publisher or producer : name of publisher or producer, date
- . – Place of distribution : name of distributor [function], date
- . – Place of publication : name of publisher ; place of production : name of producer, date ; place of distribution : name of distributor [function], date

Prescribed source

Information taken from a source other than one of the following prescribed sources is given in square brackets if it is recorded in this area. However, if the different elements of this area are present on different sources of information, it may be necessary to combine these elements from the different sources.

Prescribed source is the resource itself, with the following preferred order of sources according to the type of material :

For printed textual resources:

Title page, other preliminaries, colophon, cover.

For older monographic resources:

Title page (unless the title page is discounted in the case of certain non-roman resources defined in 0.4.2.1). If there is no title page, or if the information for any element does not appear on the title page, the source from the following list giving the fullest information for each element is used: colophon, half title, other preliminaries, caption title, docket title, incipit, explicit, opening words of the text, opening words of the publication, closing words of the text, closing words of the publication. If two or more sources provide the same information or complementary information, the first of them appearing in the above list is to be used.

For continuing resources:

The resource itself.

For cartographic resources and nonbook resources :

The resource itself, container, accompanying material.

For notated music resources:

Title page, other preliminaries, first page of music, cover, colophon.

For electronic resources:

The resource itself, documentation, other accompanying material, container.

4.1 Place of publication, production and/or distribution

4.1.1 The place of publication, production and/or distribution is the name of the town or other locality associated on the prescribed source of information with the name of the publisher or producer (or principal publisher or producer if more than one name appears) or distributor (see 4.2). If no publisher, producer or distributor is named, it is the place from which the resource was issued or distributed.

For older monographic resources,

When the information is taken from a source other than the title page (or the colophon of a single-sheet publication), this source is given in area 7.

Examples

- . – New York
- . – Augustae Taurinorum

4.1.2 If the information appearing on the prescribed source of information is known to be incorrect, a correction may be supplied in square brackets (see 0.9) or given in area 7 (see 7.4.1).

Examples

- . – London [i.e. Maidenhead]
- . – Dublin
Note: Known to be published in Belfast
- . – Paris [i.e. Leiden]
Editorial comment: Known to have been published in Leiden
- . – London
Note: Published in Agen
- . – Printed overseas, in Europe, within two furlongs of a Bouncing Priest
Note: Printed at East Molesey

4.1.3 When more than one place is associated with the name of a single publisher, producer or distributor, the place made more prominent by typography or, if there is no typographical distinction, the place name that appears first, is given. If there is no typographical distinction and the places do not appear in sequence, the place considered most important to users of the catalogue is given.

For older monographic resources:

When there are two or more places shown, by typography or otherwise, to be of equal importance as the principal places of publication of the resource and when the second and subsequent places are not included inseparably within the name of publisher, all are recorded in the order in which they appear in the source used.

Examples

- . – London ; York
- . – A Lausanne & se trouve à Paris

4.1.4 A second or subsequent place may be given.

Examples

- . – London ; Chicago
- . – Köln ; Paris
- . – København ; Oslo
- . – Barcelona ; Lisbon

For older monographic resources:

When a second or subsequent place is shown by typography or otherwise, not to be of equal status to the principal place of publication of the resource, it is recorded as part of the name of publisher (see examples at 4.2.3).

4.1.5 When a second or subsequent place is omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets (see also 4.2.4).

Examples

- . – Berlin ; Köln ; Frankfurt am Main
- . – Wien [etc.]
- . – Москва [и др.]
- . – London ; New York ; Paris [etc.]
- . – Toronto [etc.]

4.1.6 When the names of more than one publisher or producer are given, the place of publication or production for each publisher or producer is given immediately before the name, unless it is the same as that of the first-named publisher or producer.

Examples

- . – New York : Columbia Records : Harper & Row
- . – New York : Columbia University ; Boston : Computer Research Institute
- . – Paris : Gallimard : Julliard

4.1.7 When both a publisher or producer and a distributor are given, the place of distribution is given if it differs from the place of publication or production.

Examples

- . – Washington, D.C. : Smithsonian Institution ; New York : distributed by W.W. Norton
- . – Washington, D.C. : U.S. Bureau of the Census ; Rosslyn, Va. : distributed by DUALabs
- . – Boulder : East European Monographs ; New York : Columbia University Press [distributor]

4.1.8 The place of publication, production and/or distribution is given in the orthographic form and grammatical case in which it appears on the resource.

Examples

- . – V Praze
- . – Frankfurt am Main
- . – Pestini

- . – Augustae Taurinorum

For older monographic resources:

Prepositions before the name of the place of publication are included, as are any accompanying words or phrases associated with the name and not linguistically linked to the name, address or sign of the publisher, etc. Words or phrases that are so linked are transcribed with the name of publisher, etc. (see 4.2.6).

Examples

- . – A Lyon
- . – In London
- . – Imprinted at London
- . – Impressum ... Venetiis
- . – London printed
- . – London printed, Dublin reprinted

4.1.9 If it is considered necessary for identification, a qualifier such as the name of a country, state, etc., is added to the place of publication, production or distribution. It is preceded by a comma if transcribed from the prescribed source of information or enclosed in square brackets if transcribed from another source.

Examples

- . – Washington, D.C.
- . – Cambridge, Mass.
- . – Santiago [Chile]
- . – London [Ontario]
- . – Cambridge [England]
- . – London, Ontario
- . – New Haven [Connecticut]

If it is considered necessary for identification, the full address of the publisher, producer or distributor is added to the place name. It is enclosed in parentheses if transcribed from the prescribed source of information or in square brackets if transcribed from another source.

Examples

- . – London [37 Pond Street, N.W.3]
- . – St-Bruno-de-Montarville, Québec (1985 La Duchesse)
- . – Vancouver (571 Howe Street)
- . – [England] : Glyndebourne Festival Opera, 1977 ; New York (P.O. Box 153, Ansonia Station, New York, N.Y. 10032) : [distributed by] Video Arts International, 1985
 Editorial comment : *The place where the office of the Glyndebourne Festival Opera is located is not known* (see 4.1.15)
- . – Cupertino, CA (10648 Gascoigne Dr., Cupertino 95014)
- . – Paris (66, avenue de Versailles, 75016)

For older monographic resources:

The name of the place of publication is followed by its country, or similar designation when it appears in the source used. If it is considered necessary for identification, a qualifier may be added to the name of the place, enclosed in square brackets.

Example

. – Newport [R.I.]

4.1.10 If it is considered necessary for identification, an alternative version of the place name is supplied (see 0.9), enclosed in square brackets.

Examples

. – Christiania [Oslo]
. – Lerpwl [Liverpool]
. – Leningrad [St. Petersburg]

4.1.11 When the name of the place of publication, production or distribution appears on the prescribed source of information in more than one language and/or script:

For monographic resources, continuing resources, cartographic resources, and electronic resources:

The form of name in the language and script of the title proper is given. If this criterion does not apply, the form of name made prominent by typography or, if there is no typographical distinction, the form of name that appears first, is given.

For older monographic resources:

The form of name that appears first is given.

For notated music resources and nonbook resources:

The form of name made prominent by typography or, if there is no typographical distinction, the form of name that appears first is given. If neither of these criteria applies, the linguistic form that corresponds to the language of the resource is given.

4.1.12 Parallel statements may be given, preceded by a space, equals sign, space (=). If these are not given, no indication is made of the omission.

Examples

. – Genf = Genève
. – Bern = Berne
. – Nueva York = New York

For older monographic resources:

The other forms of name are given in the order indicated by the sequence of information on the prescribed source, each preceded by a space, equals sign, space.

Example

. – Brussel = Bruxelles

4.1.13 For older monographic resources:

Place(s) of publication, etc., appearing with the name of a publisher, etc., are transcribed as part of the name of the publisher, etc., and are also given, enclosed in square brackets, as the place(s) of publication, etc.

Examples

- . – [London] : sold by T. Richardson in London
- . – [Bresslaw] : bey Caspar Closemann, Buchhändlern in Bresslaw zubefinden
- . – [London] : Philadelphia printed, London reprinted for C. Dilly

When the name of the place appears in the text of both statements, it is recorded in both places.

Example

- . – In Fiorenza : Stampato in Fiorenza appresso Lorenzo Torrentino
Note: Statement of printing taken from the colophon

When an address or sign of the principal publisher, etc., is given in the resource, but without the name of the town or district, the name of the town is supplied in square brackets as the place of publication element, and the address or sign is included in the statement of publication, etc. (see 4.2.8).

Examples

- . – [London]
Editorial comment: Imprint reads: J. Pitts, Printer and Toy Warehouse, 6 Great St. Andrew Street, 7 Dials
- . – [Paris]
Editorial comment: Imprint reads: à l'enseigne de l'éléphant (the trade sign of a Paris printer)
- . – [London]
Editorial comment: Imprint reads: sold in St. Paul's Churchyard

When the place of publication, etc. appears only as part of another area and is recorded there, or is taken or inferred from the name of publisher or is known from information outside the prescribed source of information for this area (including sources outside the resource), it is given in square brackets and in a form appropriate to the date, script and language of the resource. (Exceptionally, the language chosen by the bibliographic agency may be used if the language of the rest of the area is no longer current.)

4.1.14 When a place of publication, production or distribution does not appear anywhere on the prescribed sources of information, the name of the known city or town is supplied in square brackets. If the city or town is uncertain, or unknown, the name of the probable city or town followed by a question mark is supplied in square brackets (see 0.4).

Examples

- . – [Hamburg?]
- . – [Evry]
- . - [Paris]

- . - [Prague?]
- . - [Amsterdam?]
- . - [Fawsley?]

4.1.15 When the name of a city or town cannot be given, the name of the state, province or country is given, according to the same stipulations as are applicable to the names of cities or towns.

Examples

- . - Canada
Editorial comment: Known as place of publication; appears on prescribed source.
- . - [Aragon]
Editorial comment: Known as place of publication; appears outside prescribed source.
- . - [Guatemala?]
Editorial comment: Probable, but uncertain, as place of publication

4.1.16 When no place can be given, the abbreviation "s.l." (*sine loco*) or its equivalent in another script is supplied, enclosed in square brackets.

Examples

- . - [S.l.]
- . - [Б.м.]

4.1.17 Change of place of publication, production and/or distribution

For serials and multipart monographic resources:

If the place of publication, production and/or distribution changes on subsequent issues or parts, the later place is given in a note (see 7.4.2.1) when necessary for identification or otherwise considered important to users of the catalogue.

For integrating resources:

If the place of publication, production and/or distribution changes on subsequent iterations, the description is changed and the earlier place is given in a note (see 7.4.2.2) when necessary for identification or otherwise considered important to users of the catalogue.

4.2 Name of publisher, producer and/or distributor

4.2.1 The name of the publisher, producer and/or distributor corresponds to the person or corporate body that effects respectively the publication, production and/or distribution or release activities for the resource.

For older monographic resources:

The name(s) of the publisher(s), distributor(s), bookseller(s), and (if included in the prescribed source of information used for this element) the printer(s) of the resource, together with associated information concerning places of activity and statements of printing and reprinting are included.

The parts of a complex statement of publication, etc., are separated by prescribed punctuation only when they are presented separately in the resource.

Examples

- . – Au Orleans : chez Couret de Villeneuve ; [se trouve à Paris chez Nyon aîné ... [et 5 autres]]
Note: Second imprint from verso of title page
- . – Prostant Pestini : apud Authorem et Mauss Bibliopolam ; Budae : typis Leopoldi Francisci Landerer

4.2.2 The name of the publisher or producer is given directly after the place of publication or production associated with it on the prescribed source of information.

Examples

- . – London : Methuen
- . – London : Library Association
- . – Roazhon [Rennes] : Bremañ
- . – **ТАШКЕНТ** : “ФАН”
- . – [London] : Eccles Centre for American Studies

When more than one publisher or producer is named on the prescribed source of information:

For monographic resources, continuing resources, cartographic resources, notated music resources, nonbook resources and electronic resources:

The name made more prominent by typography or, if there is no typographical distinction, the name that appears first, is given. If there is no typographical distinction and the names do not appear in sequence, the name considered most important to users of the catalogue is given (see also 4.2.12.1).

Examples

- : Pictorial Charts Educational Trust
- : La Nuova Italia
- : Изогиз
- : Softext
Editorial comment: Publisher's name appears more prominent.
- : BPI Systems
Editorial comment: Publisher's name appears first.

For older monographic resources:

The first named performing any function is always given; others may be given.

4.2.3 When more than one publisher or producer is named on the prescribed source of information, second and subsequent names of publishers or producers may be given.

Examples

- . – London : The Times ; Edinburgh : John Bartholomew & Son
- . – Paris : Institut géographique national ; Clermont-Ferrand : Ed. Parc des Volcans

- . – Paris : le Centurion : Desclée De Brouwer : Ed. du Cerf
- . – London : National Savings Committee ; Edinburgh : National Savings Committee for Scotland
- . - Waterloo [Ontario] : Leisure Studies Data Inc. ; Chicago : National Opinion Research Center
- . – Paris : Éd. Est-Ouest internationales : Éd. Unesco
- . – Madrid : Debate ; Barcelona : Círculo de Lectores
- . – [México, D.F.] : Alfaomega ; León : Everest

4.2.4 When second or subsequent names of publishers or producers are omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets (see also 4.1.5).

Examples

- : Evans [etc.]
- : Payot [etc.]
- : The Times [etc.]
- : Evaporated Milk Association [etc.]
- : American Association of Individual Investors [etc.]

For older monographic resources:

When subsequent publishers are omitted, the omission is indicated by the mark of omission followed by "etc." or its equivalent in another script, or a phrase indicating the extent of the omission, enclosed in square brackets.

Examples

- : chez Claude Barbin ... [etc.]
- : chez Claude Barbin ... [et 2 autres]
- Editorial comment:* The above represent t two different approaches to the same imprint
- : printed for J. Newbery ... [and 10 others]

4.2.5 When the names of both a publisher or producer and a distributor appear on the prescribed source of information, the name of the distributor may be given. When the name of the distributor appears on any other source or does not appear on the resource, it may be given in area 7 (see 7.4.1). If only the distributor is named, this must be given.

Examples

- : Technical and Scientific Films : Film Producers Guild
- : Inter-university Consortium for Political Research
- : Europa Diffusion

4.2.6 The name of a publisher, producer or distributor may be given in a shortened form, provided it can be understood and identified without ambiguity.

Examples

- : Bietti
- Editorial comment:* Publisher's name appears as Casa editrice Bietti

- : Художественная литература
Editorial comment: Publisher's name appears as Государственное издательство Художественная литература
- : H.M. Gousha
Editorial comment: Publisher's name appears as The H.M. Gousha Company
- : M. Eschig
Editorial comment: Publisher's name appears as Editions Max Eschig et Cie
- : Invicta
Editorial comment: Publisher's name appears as Invicta Plastics Ltd.
- : Readex
Editorial comment: Publisher's name appears as Readex Microprint Corporation
- : Xanara
Editorial comment: Publisher's name appears as Xanara Technologies.
- : Addison-Wesley
Editorial comment: Publisher's name appears as Addison-Wesley Publishing Company.

For older monographic resources and older cartographic resources:

The names of publishers are given in the full orthographic forms and the grammatical cases (with necessary preceding words and phrases) in which they appear on the prescribed source of information.

Examples

- : chez Augustin Courbé
- : en casa de Guilliello Roville
- : no officina de Antonio de Sousa da Sylva
- : par Ian de Tournes pour Antoine Vincent
- : à l'enseigne de l'éléphant
- : de l'imprimerie de Balleu, se trouve chez Marcilly [et chez] les marchands de nouveautés
Editorial comment: The two distributor statements are bracketed together following "chez"
- : printed for J. Roberts and A. Dod
- : printed for the editor, and sold by him
- : by the widowe of Jhon Mommart
- : printed for the executors of the late widow Kelly

Qualifications, such as "printer to the King", and addresses are generally omitted. However, addresses may be given when they aid in identifying or dating the resource. Insignificant information in the middle or at the end of the statement of publication, etc., is omitted. Such omissions are indicated by the mark of omission.

Examples

- : chez Claude Barbin ... Jean Boudot ... George & Louis Josse
Editorial comment: The omissions are of the booksellers' addresses
- : printed for James, John and Paul Knapton ... T. Becket ... T. Davies ... W. Jackson in Oxford, and A. Kincaid, and Company, in Edinburgh
Editorial comment: The omissions are of the booksellers' addresses

The publication, production, distribution, etc., statement is sometimes not limited to a list of places, names and dates but is formulated as a phrase. When it is considered necessary for identification of issues, states, etc. or other purposes, to retain the phraseology of elements as presented on the resource, the statement may be transcribed as found on the resource. The prescribed punctuation is used.

Examples

- . – A Paris : chez I.B.Nolin, sur le quay de l'Horloge du Palais, vers le Pont Neuf, a l'enseigne de la place des Victoires, 1689
- . – [London] : Charles Street, Soho, January 1st, 1795
- . – London : printed and published according to Act of Parliament for J.Almon in Picadilly, March 25th, 1776

4.2.7 When the name of the publisher, producer or distributor appears in full in area 1, either the full form may be repeated in area 4, or an abbreviated form may be given there.

Examples

- Shadow dance / by Henry Clive Mackeson. – London : H. Mackeson
- Thésaurus de l'armement / Centre de documentation de l'armement. – [Paris] : CEDOCAR
- Liste des périodiques reçus au Centre national des recherches agronomiques. – Versailles : C.N.R.A.
- Harlekin : für Klarinette / Karlheinz Stockhausen. – Kürten : Stockhausen
- The wonder of new life [Visual projection] / Cleveland Health Museum. – Cleveland : Cleveland Health Museum
- Fichier de terminologie [Microform] / Québec (Province) Office de la langue française, Centre de terminologie. – Québec : O.L.F.
- Chemical properties database [Electronic resource] / National Chemical Data Board. – Malden, MA : National Chemical Data Board
- Social science citation index [Electronic resource] / Institute for Scientific Information. – [Philadelphia] : Institute for Scientific Information

For older monographic resources:

When the publisher information appears only in another area and is recorded there, or is known from information outside the prescribed source of information for this area (including outside the resource), it is given in the shortest convenient form in square brackets and in the language and script of the title proper. When the source of information is taken from a source other than the title page, this source is recorded in area 7.

Examples

- . – [Paris : Philippe Pigouchet pour Symon Vostre, 25 avril 1500]
Editorial comment. Pigouchet's device is on the title page. The title reads Ces presentes heures a lusaige du Mans fure[n]t acheuees lan Mil. cinq ce[n]s le xxv jour dapuril pour Symon Vostre ...
- . – [London: Francis Barlow], 1605
Editorial comment. End of title reads: illustrated with ... sculptures by Francis Barlow and are to be sold at his house.

The name of the publisher is neither abridged nor expanded in consequence of repeating or omitting information relating to an author as publisher.

Example

. – Trykt udi London : af Fry, Couchman og Collier paa Forfatterens egen Bekostning

4.2.8 For older monographic resources:

When the address or sign of the publisher is given alone on the prescribed source of information, the name of the publisher, when known, is recorded after the address in square brackets.

- e.g. : printed at the Blew Bible [by William Sheares]
Editorial Comment: The Blew Bible was the sign of William Sheares
- : prostant in Coemeterio D. Pauli [apud Abelem Swalle]
Note: Bookseller's name appears on the title-page verso
- : печ. и прод. по Невской перспективе у Аничковского мосту в доме Дмитрия Александровича Зубова [П. И. Богданович]
Editorial Comment: Bookseller's name is taken from outside the publication

When the name and/or address of the printer appears on the prescribed source of information with or without other names of publishers, etc., it is given as, or as part of, the name of the publisher, etc.

Examples

- : printed and are to be sold by Randal Taylor
- : printed by J. and H. Hughs ... and sold by T. Payne
- : J. Grundy, printer
- : printed and sold at 60, Old Street
- : tryckt hos Lars Salvius
- : printed, and re-printed by E. Waters
- : de l'imprimerie de J. Barbou
- : typis exscripsit Joachimus Redanus
- . – In Fiorenza : stampato in Fiorenza appresso Lorenzo Torrentino

In some cases the name and/or address of the printer appears on the prescribed source of information without the name, address or sign of the publisher or bookseller. If the latter is known, it is recorded after the name and/or address of the printer following a space, colon, space and enclosed in square brackets.

Example

: acheuee de imprimer par maistre nicole de la barre : [chez Jean Petit]

Note: Statement of printing taken from colophon; the last leaf bears the device of Jean Petit, the bookseller

4.2.9 For nonbook resources:

A label name appearing in conjunction with the name of a publisher or production company on resources such as sound discs, cassettes, etc., is not transcribed in the publication, production, distribution, etc., area. It may be given in the series area (if the label name is considered to be a series title (see area 6), or in the standard identifier and terms of availability area, if the name is accompanied by a number prescribed as an alternative to a standard number (see area 8).

A label name appearing on the prescribed source of information unaccompanied by the name of a publisher or production company is regarded as being analogous to the name of a publisher or production company and is transcribed in the publication, production, distribution, etc. area.

4.2.10 Incorrect name of publisher or producer

When the information given on the resource is known to be fictitious or incorrect, a correction may be supplied, enclosed in square brackets (see 0.9) or given in area 7.

Example

. – Albionopoli : apud Ruardum Phigrum
Note: Imprint false: printed in London by E. Griffin

4.2.11 Name of publisher or producer taken from information outside the prescribed source of information

When the name of the publisher or producer is known from information outside the prescribed source of information (including sources outside the resource), it is given in square brackets and in a form appropriate to the date, script and language of the resource. The source of the information is recorded in area 7.

Example

: [Paul Linley and John Flaskett]
Note: publisher taken from STC

When the name of the publisher or producer is uncertain or unknown, the name of a probable publisher or producer (or the names of a number of alternative publishers or producers) is followed by a question mark and enclosed in square brackets

Example

: [John Smith?]

4.2.12 Name of publisher, producer or distributor in more than one language and/or script

4.2.12.1 When the name of a publisher, producer or distributor appears on the prescribed source of information in more than one language and/or script:

For monographic resources, cartographic resources, continuing resources, and electronic resources:

The form of name in the language or script of the title proper is given. If this criterion does not apply, the form of name made more prominent by typography or, if there is no typographical distinction, the form of name that appears first is given.

For older monographic resources:

The form of name that appears first is given.

For nonbook resources and notated music resources:

The form of name made more prominent by typography or, if there is no typographical distinction, the form that appears first is given. If neither of these criteria applies, the linguistic form that corresponds to the language of the resource is given.

4.2.12.2 Parallel statements may be given, preceded by a space, equals sign, space (=). If these are not given, no indication is made of the omission.

Examples

- : Galerie nationale du Canada pour la Corporation des musées nationaux du Canada = National Gallery of Canada for the Corporation of the National Museums of Canada
- : Bundeskanzlei = Chancellerie fédérale
- . – Krakóww : Polskie wydawnictwo muzyczne = Krakau : Polnischer Musikverlag
- . – Bruxelles : Parlement européen, Direction générale des études = Brussels : European Parliament, Directorate General for Research

For older monographic resources:

The other forms of name are given in the order indicated by the sequence of information on the source, each preceded by a space, equals sign, space.

4.2.13 The name of the printer or manufacturer is not given as a substitute for the name of an unknown publisher, producer or distributor, except for older monographic resources.

However, when a person or corporate body combines the activities of printing or manufacturing and publication, production or distribution, or when the responsibility is uncertain, a named printer or manufacturer is assumed to be also the publisher or producer.

Examples

- : Imprimerie nationale
- : Cuala Press
- : Oxford University Press
- : Institut géographique national

Editorial comment: I.G.N. is both a publisher and a manufacturer

For older monographic resources:

When the name of the publisher, distributor or bookseller is unknown, but the name of the printer is known from information outside the prescribed source of information (including sources outside the resource) it is given in square brackets. The source of the information is recorded in area 7.

Examples

- : [Robert Waldegrave]

Note: Statement of publication from STC .

- : [Cramer]

Note: Statement of publication from Bibliothèque nationale de France catalogue

4.2.14 When no name can be given as that of the publisher, producer or distributor, the abbreviation "s.n." (*sine nomine*) or its equivalent in another script is supplied, enclosed in square brackets.

Examples

: [s.n.]

: [б.и.]

4.2.15 Change of name of publisher, producer and/or distributor

For serials and multipart monographic resources:

If changes occur in the name of the publisher, producer and/or distributor on subsequent issues or parts, the name of the later publisher, producer and/or distributor is given in a note (see 7.4.2.1) when necessary for identification or otherwise considered important to users of the catalogue.

For integrating resources:

If changes occur in the name of the publisher, producer and/or distributor on subsequent iterations, the description is changed to reflect the latest iteration and the earlier name(s) are given in a note (see 7.4.2.2) when necessary for identification or otherwise considered important to users of the catalogue.

4.3 Statement of function of distributor

4.3.1 When the prescribed source of information includes as an integral part of the distribution statement an indication of the function performed by the distributor, the statement is transcribed in full.

Examples

: Boyars : distributed by Calder and Boyars

: diffusion A. Lecot

: to be sold by Jas. Gardner

: distributor G. Schirmer

: released by Beaux Arts Co.

: produced for Bairnsweat

: presented by Shell Education Service

: distributed by Harvard University Press

Editorial comment: Function statement transcribed from resource

4.3.2 When the function performed by the distributor is not explicitly stated, a brief word or phrase indicating the nature of the activity may be added, enclosed in square brackets.

Examples

: Vacation Work [distributor]

: [A. Colin, distributor]

: Information Insights [distributor]

- : Information Canada [distributor]
- : Center for Human Resource Research [distributor]
- : EVR Partnership [distributor]
- : Librería Facsímil y Arte [distributor]

This stipulation is not used for older monographic resources.

4.4 Date of publication, production and/or distribution

4.4.1 The date of publication, production or distribution of the resource is given.

Examples

- , 1979
- , 1995
- , 2002

For multipart monographic resources and continuing resources:

The publication, production, distribution, etc., area contains dates relating to the publication history of the resource.

For electronic resources:

In the case of online services and other dynamic resources (e.g. World Wide Web sites), a note may be given to indicate also the year, month and day that appears on the resource (see 7.9).

4.4.2 When the same date applies to both publication or production and distribution or to more than one publisher or producer and distributor, it is given after the last name or statement of function.

Examples

- . – New York : Sterling [etc.] ; London : distributed by Ward Lock, 1977
- . – [Paris] : Institut géographique national ; [Châteauroux] : Chambre d'agriculture de l'Indre ; Blois : Chambre d'agriculture du Loir-et-Cher, 1981
- . – Oslo : Musikk-huset ; København : Imudico [distributor], 1980
- . – Montreal : National Film Board of Canada ; London : Guild Sound and Vision [distributor], 1968
- . - Las Vegas, NV : Starburst Designs ; San Diego, CA : Interactive Data Corp., 1994
- . – London : Educational Records, 1973 ; Beckenham : Edward Patterson [distributor], 1975

4.4.3 If the publication or production date differs from the date of distribution, each date is given after the appropriate name or statement of function.

Examples

- . – London : Educational Records, 1973 ; New York : Edcorp [distributor], 1975
- . – Seattle, Wash. : Laser Learning Technologies, 1993 ; Hardwick, VT : Optical Transfer [distribuoer], 1995

4.4.4 Dates of the Gregorian calendar are given in arabic numerals. Dates not of the

Gregorian calendar are given as they appear on the resource with the equivalent date of the Gregorian calendar added in square brackets when it can be established.

Examples

- , 1969
- , 5730 [1969 or 1970]
Editorial comment : Jewish calendar
- , 4308 [1975]
Editorial comment : ? calendar
- , 1374 [2000]
Editorial comment : Muslim calendar
- , 1398 [1973 or 1974]
Editorial comment : Muslim calendar
- . – Paris : chez Testu, an IX [1801]
Editorial comment : French Revolution calendar

When dates in different calendars appear on a continuing resource, all dates are given, separated by a space, equals sign, space.

Example

- , an III-an IV = 1795-1796

For older monographic resources:

Dates are given as found in the publication, including the day and month.

When the date of publication appears on the resource within the place or publisher statement, it is recorded as the date element of the Publication, etc., area, and its omission from the place or publisher statement is indicated by the mark of omission. However, if the date is linked linguistically to the place or publisher statement, it is recorded with the statement and also given, enclosed in square brackets, as the date of publication. When the date does not appear on the resource in the imprint, but has been given in area 1 or area 2, the date is also given, enclosed in square brackets, as the date of publication.

Years of the Christian era and dates taken from a chronogram are given in arabic numerals.

Days of the month are also given in arabic numerals and the names of months in the language of the statement, abbreviated if appropriate. Phrases such as "printed in the year ..." and "anno ..." are generally omitted. However, an imprint such as "London printed, in the year 1742" would be transcribed "London printed : [s.n.], in the year 1742" (cf. 4.1.8, 4.2.14), and "London, printed in the year 1742" transcribed "London : [s.n.], printed in the year 1742". When the statement of the date of the resource is very long, it may be formalized.

Examples

- , 1614
- , 1732, reprinted 1734
- , 7 July 1766
- , 18 Maij 1507
Editorial comment: Colophon reads: Anno gratiae millesimo quingentesimo septimo die vero decimoctavo Maij
- , [1788]
Note: Date given in a chronogram in the title.

Editorial comment: Title reads: NoMIna CLerI IVnlorIs HVngarICI eX benIigno faVore
Caesareo reglo In arCe PosonlensI CoLLOCatI

Dates not of the Christian era, and statements of the day of publication or printing in terms other than those of the calendar month are given as found on the resource. The equivalent date(s) in modern chronology is (are) supplied in square brackets if necessary.

Examples

, an 6, 1797

, an VII [1798 or 1799]

, 5530 [1769 or 1770]

, prid. Kal. Dec. 1488 [30 Nov. 1488]

Editorial comment: The Roman method of dating is not in this context reckoned to be based on the calendar month

, die visitationis Beatae Virginis Mariae 1497 [2 July 1497]

, die natalis Christi 1498 [25 Dec. 1498]

, 7144 [1636]

, 1507 on the feast of Saint Luke [18 Oct.]

Dates of the Christian era based on commencement of the year on both 1 January and another date are given as found, with a slash between the numerals. The date according to the modern calendar may be added, enclosed in square brackets.

Examples

, 1690/1

, 1690/1691 [1691]

, 2/13 Sept. 1750

When the year of publication, etc., found on the resource is based on a calendar year that does not begin 1 January and when the publication is known to have been published in the following year according to the present calendar, the later year may be added enclosed in square brackets. Julian calendar dates of the month are not amended.

Example

, id. Mart. 1502 [15 Mar. 1503]

Editorial comment: Not 25 Mar. 1503

4.4.5 When the date that appears on the resource is known to be incorrect or appears in an alternative form, it is given as it appears and corrected or alternative form is given in square brackets (see 0.9).

Examples

, 1697 [i.e. 1967]

, 1905 [i.e. 1950]-1970

, DMLII [1552]

, 1963 [i.e. 1971]

4.4.6 A copyright date is added to the date of publication, production or distribution when considered important to users of the catalogue.

Examples

, 1969, cop. 1937
, 1972, cop. 1954
, 1981, p 1972
, 1995, cop. 1993

For older monographic resources:

A privilege date may be added to the date of publication when considered important to users of the catalogue.

Example

, 1720, priv. 1718

4.4.7 When there is no date of publication, production or distribution on the resource, the copyright date or date of printing or manufacture is given in its place. Both dates are indicated as such.

Examples

, cop. 1969
, 1981 printing
, 1986 manufacture
, 1960 printing-
Editorial comment : Current continuing resource
, cop. 1970-
Editorial comment : Current continuing resource

For older monographic resources:

When there is no date of publication on the resource, the date of granting of a privilege to print, if known, is given in its place, and indicated as such.

Example

, priv. 1719

For notated music resources:

The copyright date or date of printing or manufacture is given in place of the date of publication, production or distribution when it is considered to be approximate to the actual date of publication. Otherwise, a known or estimated date of publication is given in square brackets before the copyright date or date of printing or manufacture.

For sound recordings:

"p" (phonogram) dates are transcribed as

, p 1982
, p 1985-

Editorial comment : Current continuing resource

For multimedia resources and electronic resources:

When there are multiple copyright dates that apply to various aspects in the production of the resource (e.g. a separate copyright date for the written program, sound production, graphics, and documentation) and there is no date of publication, production or distribution on the resource applying to the resource as a whole, the latest copyright date is given. It does not matter that the date applies only to one aspect of the creation of the resource. (See also 4.4.11.)

Example

, cop. 1995

Editorial comment: Date is for the written program; other earlier copyright dates are for sound and documentation.

4.4.8 A known or estimated date of publication may be given in square brackets before the copyright date or date of printing.

Examples

, cop. 1969

, 1981 printing

, [1988], cop. 1927

, [198-?], cop. 1927

4.4.9 When no date of publication, production or distribution, copyright date or date of printing or manufacture can be ascertained for the resource, an approximate date of publication, production or distribution is given in square brackets. Any evidence supporting the approximate date may be given in area 7.

Examples

, [ca 1835]

, [1969?]

, [196-?]

, [1560?]

, [ca 1560]

, [not after 21 Aug 1492]

, [between 1711 and 1715]

, [1727 or 1760]

, [16--]

, [ca 1960]

, [1969?]-

, [196]-

, [ca 1835]-

4.4.10 Resources published or issued over a number of years

4.4.10.1 Dates given as dates of publication

For multipart monographic resources:

In describing a resource published or issued over a number of years, the dates of the first published volume, part or fascicle issued and the last published volume, part or fascicle issued are both given.

For serials:

The dates of publication are the year(s) of publication of the first issue or part and of the last issue or part. They may correspond to the date(s) of coverage given in area 3 and may be identical to those date(s).

When the description is being made from issues or parts other than the first and/or last, the date(s) of publication of the first and/or last issue or part may be given in area 4 enclosed in square brackets if found in a national bibliography or other source or if they can be readily ascertained (see 4.4.8).

If the date(s) of publication of the first and/or last issue or part are not available, omit them from area 4. In such a case, information about the dates of publication may be given in area 7 (see 7.4.1).

For integrating resources:

The beginning date of publication that is given is the year that the integrating resource was first made available, if known. When describing a completed integrating resource, the date when it ceased also is given, if known.

For integrating resources, the date of publication of the first and/or last iteration is given in area 4 and other dates are given in area 7 (see 7.4.2.2).

For updating looseleaves:

The beginning date of publication that is given is the year that the edition, revision, etc., was first published. When describing a completed updating looseleaf, the date ceased that is given is the date that appears on the chief source; if readily available, the date of the last update also is given.

Example

, 1990-1995 [last updated 1999]

4.4.10.2 Recording of dates

For continuing resources:

The date of publication of the first issue, volume, part or fascicle is given, followed by a hyphen.

Examples

, 1969-

, 1968-

, 1995-

, 1965-

In area 3: Vol. 5, no. 7 (July 1963)-

, [1969?]-

For completed continuing resources and multipart monographic resources:

When describing a completed resource, the dates of publication of the first issue, volume, part or fascicle and the last issue, volume, part or fascicle are given, separated by a hyphen.

Examples

, 1968-1973
, 1513-1524
, 1936-1960

In area 3: Vol. 1, no. 1 (winter 1936)-vol. 24, no. 4 (winter 1959-60)

When the first issue, volume, part or fascicle and the last issue, volume, part or fascicle of the resource are published in the same year, the date of publication is given once.

Examples

, 1962

In area 3: Бр. 1 (17 септ. 1962 г.)-бр. 21 (10 окт. 1962 г.)

, 1989

In area 3: Vol. 1, pt. 1 (Dec. 1989);
Editorial comment: No further issues published

4.4.10.3 First date is unknown. When describing a completed resource for which the first issue, volume, part or fascicle is not available, the date of publication of the last issue, volume, part or fascicle is given if known, preceded by a hyphen.

Example

, -1896.

In area 3: -vol. 47, no. 121 (Aug. 29, 1896)

4.4.10.4 Irregularities

For older monographic resources:

When the order of publication dates does not correspond to the order of the volume numeration, the date of each volume may be given in order of the volume numeration, in area 7.

Example

, 1560-1564

Note: Volume 1 published 1561; Vol. 2: 1564; Vol. 3: 1562; Vol. 4: 1560

For continuing resources:

Irregularities in the dates of publication of a continuing resource are indicated in area 7 (see 7.4.1).

4.4.11 Resources comprising one or more works

For older monographic resources:

When parts of a work have individual title pages bearing dates that differ from that of the title page for the whole resource, these dates are recorded in area 7.

For nonbook resources and electronic resources:

When copyright dates are given for each work brought together in a resource such as a sound recording or an electronic resource, these dates are not transcribed in the publication, production, distribution, etc., area. They may be given either in a note on the publication, production, distribution, etc., area (see 7.4), or in a contents note (see 7.7); or the multilevel method of description provided in Appendix A may be utilized.

4.5 Place of printing, manufacture or engraving**&****4.6 Name of printer, manufacturer or engraver**

4.5.1 & 4.6.1 The place of printing, manufacture or engraving and the name of the printer, manufacturer or engraver must be given when they appear on the resource and both the place of publication, production or distribution and the name of the publisher, producer or distributor are unknown.

When the information is taken from outside the resource it is enclosed in square brackets.

Examples

- . – [S.I.] : [s.n.], 1974 (Manchester : Unity Press)
- . – [S.I.] : [s.n.], 1980- (Asnières : Kopp et Lahure)
- . – [S.I.] : [s.n.], 1960 (Paris : impr. Michard)
- . – [S.I.] : [s.n.], 1970 (London : High Fidelity Sound Studios)
- . – [S.I.] : [s.n.], 1996 (Seattle: Landmark Data Systems)
- . – [S.I.] : [s.n., 1869?] (México : Imp. de Juan Nepomuceno del Vaele [i.e. Valle])

For older monographic resources:

The place of printing and the name of the printer are given following the date, when they appear on the resource, but not on the prescribed source of information for the place of publication or name of publisher elements, or when they do not appear on the resource and are known and considered important to users of the catalogue.

4.5.2 & 4.6.2 When the place of printing, manufacture or engraving and the name of the printer, manufacturer or engraver appear on the resource, they may be given in addition to either one or both of the following: the place of publication, production or distribution and the name of the publisher, producer or distributor.

Examples

- . – Stuttgart ; Zurich : Delphin Verlag, 1973 (Yugoslavia)
- . – London : IFLA Committee on Cataloguing, 1975 (London : Palantype Organisation)
- . – Leipzig : Breitkopf & Härtel, 1977 (gedruckt in Jugoslawien)
- . – Firenze : Scala, 1969 (Siena : Meini)
- . – Urbana, Ill. : University of Illinois at Urbana-Champaign, Laboratory for Advanced Supercomputers, 1995 (Tokyo : Zishi)
- . – Paris : Ministère de l'Intérieur, 1979 (Bourges : Tardy Quercy)
- . – Buenos Aires : Javier Vergara, 2002 (Barcelona : Liberdúplex)
- . – London : Chapman and Hall, 1976 (London : Mercury)

For older monographic resources:

The place(s) of printing and the name(s) of printer(s) are given in the same way as the place(s) of publication, etc., and name of publisher, etc.

Examples

A Paris : chez Nyon l'aîné, 1781 ([Paris] : de l'imprimerie de la veuve Thiboust)

Note: Printer named in colophon

Francofurti : prostat apud Ionam Rosarn, 1616 ([Frankfurt : Abraham Scultetus])

Editorial comment: Printer not named in the publication

[Parrhisiis] : venales inveniuntur in vico sancti Iacobi apud Leonem Argenteum
[Johannem Petit], 1508 (Parrhisiis : impressae in Bellovisu [apud] Johannem
Marchant)

Note: Petit's name, the place, date and the statement of printing are taken from the colophon

Venundatur Parrhisiis : in vico sancti Iacobi sub Leone Argenteo, Jehan Petit, [ca. 1509]
([Paris : Jean Marchant])

Note: The last leaf bears the device of the printer. Petit's name appears in a device on the title page

When the information given on the resource is known to be incorrect, a correction may be added in square brackets (see 0.9) or given in area 7

4.5.3 & 4.6.3 When multiple places of printing, manufacture or engraving and multiple names of printers, manufacturers or engravers are given, the same punctuation is used as for multiple places of publication, production or distribution and multiple names of publishers, producers or distributors .

Example

(Budapest : Kossuth Ny. ; Debrecen : Alföldi Ny.)

4.7 Date of printing or manufacture

4.7.1 When the date of printing or manufacture is given in place of an unknown date of publication, production or distribution (see 4.4.6, 4.4.7), it is not repeated here.

For older monographic resources:

The date of printing is given as a separate element only when it does not appear on the prescribed source of information for the area, and when it differs from the date of publication, etc.

4.7.2 When the date of printing or manufacture differs from known dates already given (date of publication, production or distribution, or copyright date), the date of printing or manufacture may also be given (see also 4.4.6).

Example

, cop. 1960 (ristampa 1984)

4.7.3 The date of printing or manufacture may be given either as an element following the name of the printer or manufacturer or by itself. In the latter case a word or brief phrase is

added to clarify the date.

Examples

- . – London : Arts Council of Great Britain, 1976 (Twickenham : CTD Printers, 1974)
- . – Harmondsworth : Penguin, 1949 (1968 printing)
- . – London : Hutchinson, 1968 (1971 printing)
- . – Zagreb : Stvarnost, [1977] (Zagreb : Vjesnik, 1976)
- . – Budapest : Akadémiai K., 1977- (Debrecen : Alföldi Ny., 1978-)
- . – Paris : F. Nathan, 1976 (imprimé en 1977)-
- . – Amiens : Association d'étude et de cartographie régionale, 1975 (Amiens : Yvert, 1976)
- . – Amiens : Association d'étude et de cartographie régionale, 1975 (1976 impr.)
, [printed] 1973)
(London : High Fidelity Sound Studios, 1981)
(1968 printing)
, [1980], p 1973 (manufactured 1979)
, [generated] 1996)
, 1786 (1788 reprint)
Note: Date of reprinting given
, 1786 ([1788 reprint])
Note: Date of reprinting taken from the publisher's archives

For older monographic resources:

If the date of reprinting appears on the title page it is recorded as part of the date of publication element (see 4.4.4).

5 PHYSICAL DESCRIPTION AREA

Scope

The physical resource described is the resource as issued by the publisher. If it is known or considered that the resource has been modified (e.g. bound or trimmed) subsequent to publication, the information given in area 5 is for the resource as published and the information about the modification is treated as relating to the copy in hand and given in area 7 (see 7.9). For the treatment of alternative types of material occurring within one basic format, see 5.2.8 and 5.3.1.4. For accompanying material available in alternative formats, see 5.4.3. For the description of a multimedia resource that has two or more different physical carriers, see 0.1.4.

Resources that require special devices in order to be accessed (i.e. audiovisual resources, electronic resources, etc.) are products of a constantly changing technology. Adaptations to provide for technological change will be required.

For cartographic resources:

Atlases are described using the stipulations for monographic resources or for continuing resources, as applicable.

Example

. – 1 atlas (xiv, 226, 192 p.) : chiefly maps ; 37 cm

For electronic resources:

The following provisions describe an electronic resource that is available by direct access, i.e. in a physical carrier, such as a cassette, disk/disc, cartridge or reel, that is designed for the user to insert into the computer or into a peripheral (e.g. a CD-ROM player) attached to the computer.

An electronic resource that is available only by remote access (e.g. in a network) does not receive a physical description.

Contents

- 5.1 Specific material designation and extent
- 5.2 Other physical details
- 5.3 Dimensions
- 5.4 Accompanying material statement

Punctuation pattern

- A. The physical description area is preceded by a point, space, dash, space (. –).
- B. The first statement regarding other physical details is preceded by a space, colon, space (:).
- C. The dimensions statement is preceded by a space, semicolon, space (;).
- D. Each accompanying material statement is preceded by a space, plus sign, space (+).

E. Extent, other physical details, and dimensions of accompanying material, if given, are enclosed in parentheses (()).

Examples

. – Specific material designation (extent) ; dimensions

. – Specific material designation (extent) : other physical details statement ; dimensions + accompanying material statement (extent of accompanying material : other physical details of accompanying material ; dimensions of accompanying material)

Prescribed source

The whole resource

5.1 Specific material designation and extent

It is anticipated that national bibliographic agencies or other cataloguing agencies will determine the exact terms used as specific material designations that are acceptable to their needs and languages. The way in which resources will be named and numbered will vary from material to material, and within one type of material there will be variations consequent upon the problems presented by the individual resources. (See Appendix C for recommended terms)

5.1.1 The first element of the physical description area names and numbers the physical unit or units constituting the resource, adding other measures of extent as appropriate.

The specific material designation identifies the particular class of material to which the resource belongs and is given in the language chosen by the bibliographic agency.

When none of the specific material designation terms recommended in Appendix C is appropriate, a specific material designation such as "vol.", "parts", or "folder" is given.

A single-part resource

For a single-part resource the extent, i.e. the numbering of the pages, leaves and/or columns given, represents both the specific material designation and the extent of the part (except in the case of a part with irregular pagination, see 5.1.4.1.6; or a looseleaf volume, see 5.1.2).

For nonbook resources:

A trade name or other indication of a particular technical system or format is recorded in parentheses after the specific material designation when the use of the resource is conditional upon this information.

Examples

. – 1 sound cassette (Elcaset)

. – 1 videocassette (U-matic)

. – 1 videoreel (Ampex 7003)

. – 1 sound disc (Cook binaural)

. – 24 slides (3M Talking Slide)

5.1.2 The number of physical units constituting a resource is given in arabic numerals before the specific material designation. The number of physical units is not given when the resource is still being issued.

Examples

- . – 36 slides
- . – 3 stereograph reels
- . – 1 estampe
- . – 1 atlas
- . – 2 diagrams
- . – 1 map
- . – 3 maps on 1 sheet
- . – 1 map on 2 sheets
- . – 20 maps on 2 CD-ROMs
- . – 1 globe
- . – 2 scores
- . – 4 parts
- . – 1 folder
- . – 1 broadside
- . – 3 vol.
- . – 2 portfolios
- . – 6 broadsides
- . – 1 computer disk
- . – 1 CD-ROM
- . – 2 photo CDs
- . – 1 DVD

Peculiarities in the numbering of the separate physical units are given in area 7, unless the numbering of the physically separate units is given on the second level (see Appendix A), or in a contents note (see 7.7).

Examples

- . – 5 vol.
Note: Volumes numbered 1, 2A, 2B, 2C, 3
- . – 5 vol.
Note: 8 vol. in 5
- . – 6 vol.
Note: The title page of the sixth volume bears the designation "Bde 6-7"

For continuing resources and multipart monographic resources:

For completed continuing resources and multipart monographic resources the specific material designation is preceded by the number of bibliographic units, using arabic numerals.

The designations are given in their standard abbreviated forms. In the case of continuing resources or multipart monographic resources in progress, or for completed continuing resources or multipart monographic resources for which the number of bibliographic units cannot be determined, the specific material designation is given by itself.

For printed serials:

A printed serial is described using the specific material designation “volume”, “number”, or “part”, as appropriate, or the equivalent term in the language chosen by the bibliographic agency.

Examples

- . – 90 vol.
- . – 120 no.
- . – 17 pties
- . – vol.
- . – pt.

For updating looseleaves:

An updating looseleaf that is still in progress is described as vol. (looseleaf) or using the equivalent terms in the language chosen by the bibliographic agency. An updating looseleaf that has been completed is described as 1 vol. (looseleaf), 2 vol. (looseleaf), etc., as appropriate, or using the equivalent terms in the language chosen by the bibliographic agency.

Example

- . – 3 vol. (looseleaf)

For nonprint continuing resources and nonprint multipart monographic resources:

A nonprint continuing resource or multipart monographic resource is described as appropriate to the type of material.

Examples

- . – 33 microfiches
- . – 5 filmstrips
- . – CD-ROMs
Editorial comment: Resource is still being published
- . – electronic tape cassettes
Editorial comment: Resource is still being published
- . – 3 microfilm reels

For multimedia resources:

For multimedia resources, the contents are named and numbered in succession. Normally, the more important component or components is (are) given first; when this criterion cannot be applied, the alphabetical order of the names of the components is followed.

Example

- . – 3 filmstrips, 1 map, 13 rocks and minerals, 1 wallchart

Alternatively:

A. The general material designator "multimedia" or "kit" may be used as a specific material designator to provide a very general physical description.

Example

- . – 1 multimedia

B. A separate physical description may be given for each component. This method should be used only when the materials are few in number and a full physical description for each component is desired.

Examples

- . – 3 filmstrips (96 fr.) : col. ; 35 mm
- . – 1 map : col. ; 25 x 25 cm folding to 10 x 18 cm
- . – 13 rocks and minerals ; in container, 14 x 9 x 2 cm
- . – 1 wallchart : col. ; 48 x 90 cm folding to 24 x 15 cm

C. Multi-media resources may also be described by the multilevel method of description used for multiple unit resources (see Appendix A).

5.1.3 Extent

As a further measure of extent, the pieces of a resource are specified as appropriate (i.e. the number of pages, leaves, sheets, frames, pieces, etc.), and (where applicable) the playing time (see 5.1.5). This further statement of extent is enclosed in one pair of parentheses (()).

Examples

- . – 1 folder (6 p.)
- . – 1 portfolio (26 leaves)
- . – 1 portefeuille (26 feuillets)
- . – 1 rouleau (231 colonnes)
- . – 1 flipchart (8 sheets)
- . – 1 portfolio (26 leaves)
- . – 1 transparency (4 unattached overlays)
- . – 1 filmstrip (44 fr.)
- . – 1 filmstrip (6 double fr.)
- . – 1 stereograph reel (7 pairs of fr.)

The pagination of a sheet is given in parentheses when text is printed on both sides, or when it is laid out in pages. When appropriate it is described as a folded sheet (see also 5.1.4.1.5).

Examples

- . – 1 sheet (2 p.)
- . – 1 sheet ([16] p.)

Editorial comment: The pages are unnumbered on the resource

When the resource is an object made up of separate pieces, the number of pieces is given.

Examples

- . – 1 model (4 pieces)
- . – 1 game (350 pieces)

When the pieces of a resource are numerous and/or miscellaneous, the number of pieces may be approximated. Alternatively, the term "various pieces" or its equivalent may be used.

Examples

- . – 1 jigsaw puzzle (ca. 1000 pieces)
- . – 1 laboratory kit (various pieces)

Special characteristics of the leaves, sheets, etc., may be recorded in a note (see 7.5).

Example

- . – 1 flipchart (6 sheets)
Note: Sheets printed on both sides

For transparencies with overlays:

In the case of a set of transparencies with overlays, the presence of overlays is indicated but their number may be omitted.

Example

- . – 12 transparencies (with overlays)

For filmstrips:

In the case of a set of filmstrips, the statement of frame characteristics should be retained where appropriate even though no statement regarding the number of frames is recorded.

Example

- . – 3 filmstrips (double fr.)

5.1.4 Pagination statement⁷

5.1.4.1 A resource in one physical unit

5.1.4.1.1 When the leaves in a resource are numbered on both sides, the extent of the resource is described in terms of pages. When the leaves are printed on one side only, this fact may be stated in area 7.

Example

- 80 p.
Note: Versos of pages blank

When the leaves are numbered on one side only, and each leaf is counted as one unit, the extent of the resource is described in terms of leaves. When the leaves are printed on both sides, this fact may be stated in area 7.

⁷ The term "Pagination" is used to designate any sequence of pages, leaves, columns, sheets, frames, etc.

Example

56 leaves

Note: Leaves printed on both sides

5.1.4.1.2 The extent of a resource with more than one column to a page, the columns instead of the pages being numbered, is given in terms of columns. When there are more than two columns to a page, this fact is stated in area 7.

Example

. – 831 columns

5.1.4.1.3 The number on the last numbered page, leaf, column, sheet or frame of each numbered sequence is given. Numerals, arabic and roman, are recorded as found on the resource. When the pages or leaves are lettered instead of numbered, the first and last letters are given and are preceded by the word or abbreviation indicating pages or leaves.

Examples

- . – 328 p.
- . – iv, 328 p.
- . – 16 leaves, 328 p.
- . – 328 p., 52 columns
- . – 32, 328, 40, 16 p.
- . – P. a-h
- . – P. A-H
- . – Leaves A-H
- . – P. A-H, 128 p.

When the resource contains more than one numbered or lettered sequence of different types (e.g. columns and pages) and the second, etc., sequence continues the numbering or lettering of its preceding sequence, the first and last numbers or letters of the second, etc., sequence are given preceded by the word or abbreviation for pages, leaves or columns.

Example

. – 320 columns, p. 321-400

When the numeration in arabic numerals continues that of the roman numerals, the numeration of the whole sequence is given in arabic numerals.

Example

The extent of a resource with 16 pages numbered i-xvi and 312 pages numbered 17-328 is recorded as: . – 328 p.

5.1.4.1.4 When the number of the last numbered page, leaf, column, sheet,

frame, etc. of a sequence is incorrect, it is given as on the resource. The correct number is given, enclosed in square brackets, with an explanatory note if necessary, or the sequences of pagination are given exactly to indicate the source of the error.

Examples

- . – xiv, 823 [i.e. 328] p.
Note: P. 328 misnumbered 823
- . – xiv, 832 [i.e. 848] p.
Note: P. 161-176 are repeated in the numeration
- . – xiv, 1-176, 161-832 p.
Editorial comment: An alternative to the previous example
- . – 1 filmstrip (64 [i.e. 46] fr.)

5.1.4.1.5 Unnumbered sequences of pages or leaves are given only when they constitute the whole or a substantial part of the resource (but see 5.1.4.1.8 for leaves of plates). In this case unnumbered sequences are given in the terms used for the numbered sequences as arabic numerals enclosed in square brackets.

Examples

The extent of a resource with 8 unnumbered pages and 329 pages numbered 1-329 is recorded as: . – 329 p.

The extent of a resource containing 4 pages numbered i-iv and 100 unnumbered pages is recorded as: . – iv, [100] p.

When the whole resource is unpaginated or unfoliated, either:

- A. Leaves or pages are counted together and the total is given in terms of leaves in arabic numerals enclosed in square brackets.

Example

. – [80] leaves

or

- B. An estimate of the number of leaves or pages is made, and the total is given as an approximate number of leaves or pages.

Example

. – Ca. 400 leaves

For older monographic resources:

Any unnumbered page, leaf, or column that forms a part of the resource as issued and is not counted as part of a sequence of pagination, foliation, or columns is counted according to the term(s) used otherwise to describe the resource. Both blank and printed pages or leaves are counted. The number of such pages, leaves, or columns is given in arabic numerals enclosed in square brackets.

Examples

- . – 93, [3] p.
- . – xv, [1], 160 p.
- . – [8], 328 p.
Editorial comment: Extent statement for resource with 8 unnumbered pages and 328 pages numbered 1-328
- . – iv, [100] P.
Editorial comment: Extent statement for resource with 4 pages numbered i-iv and 100 unnumbered pages
- . – 328 p.
Editorial comment: Extent statement for resource with 8 unnumbered pages and 320 pages numbered 9-328

When any such unnumbered page, leaf, or column is found within a numbered sequence, the first and last pages, leaves or columns are given for the surrounding material.

Example

- . – 1-200, [8], 201-232 p.

When the whole resource is unpaginated or unfoliated, and column numbering is not used, one of the following methods is used in the following order of preference:

- A. Leaves or pages are counted together and the total recorded in terms of leaves or pages in arabic numerals enclosed in square brackets. The register of signatures may also be given in area 7.

Example

- . – [80] leaves

- B. An estimate of the number of leaves or pages is made and the total is given as an approximate number.

Example

- . – Ca. 400 leaves

For nonbook resources:

In recording a numerical description of the pieces of a resource, no distinction is made between numbered and unnumbered sequences of leaves, sheets, frames, etc., (i.e. totals supplied by the bibliographic agency are given without square brackets). In the case of numbered sequences of leaves, sheets, frames, etc., the number on the last numbered leaf, sheet, frame, etc., of each numbered sequence is recorded, irrespective of whether this total includes any unnumbered sequences (e.g. title frames, end frames and interspersed non-content frames of a filmstrip).

5.1.4.1.6 When a resource contains more than three (five for older monographic resources) sequences of similarly numbered pages, leaves or columns, or sequences of similarly numbered pages combined with one or more major sequences of unnumbered pages, either:

A. The sequences are added up and given as a total followed by the words "in various pagings" (or the equivalent in another language).

Example

. – 1000 p. in various pagings
(not: 48, 53, 99, 300, 410, 90 p.)
or

B. When one of the sequences is clearly the main sequence, the number of that sequence is given with the total number in brackets of the other sequences preceding and/or succeeding as appropriate.

Example

. – 400, [98] p.
(not: 400, 18, 60, 20 p.)
or

C. The specific material designation and extent of the resource is described as:

Examples

- . – 1 vol. (various pagings)
- . – 1 score (various pagings)
- . – 1 portfolio

For older monographic resources:

In all cases, the register of signatures may be given in area 7.

5.1.4.1.7 When the resource consists of pages, leaves or columns, sheets, frames, etc. numbered as part of a larger sequence (e.g. one part of a multipart monographic resource, an offprint from a serial, one filmstrip from a set whose frames are numbered consecutively), the numbers on the first and last page, leaf, sheet, frame, etc., are recorded. In this case, the word or abbreviation indicating pages, leaves, sheets, frames, etc., is given before the numbers.

Examples

- . – Leaves 81-93
- . – P. 713-797
- . – 1 filmstrip (fr. 120-143 (double fr.))

When such a resource is numbered both of itself and as part of a larger sequence, the numbering of the resource itself is recorded, and the numbering from the larger sequence is given in a note (see 7.5).

Examples

- . – 1 filmstrip (24 double fr.)
Note: Frames also numbered 120-143.
- . – 81 p.

Note: Pages also numbered 321-401

5.1.4.1.8 The number of pages of plates or leaves of plates not included in the numbering of pages or leaves containing text or music is given at the end of the sequences of pagination, whether the plates are found together or distributed throughout the resource, or even when there is only one plate.

Examples

- . – 248 p., 24 leaves of plates
- . – x, 32, 74 p., [1] leaf of plates
Editorial comment: The leaves of plates are unnumbered on the resource
- . – 248 p., 12 p. of plates
- . – 248 p., 36 leaves of plates, 24 p. of plates
- . – 16 p., 28 p. of maps
- . – 24 p., [16] leaves of genealogical tables
- . – 1 score (246 p., 24 leaves of plates)
- . – 1 score (246 p., 38 leaves of plates, 24 p. of plates)
- . – 1 vocal score (246 p., 12 p. of plates)

For older monographic and notated music resources:

Unnumbered sequences of pages of plates or leaves of plates are treated similarly to unnumbered sequences of pages or leaves (see 5.1.4.1.5). The same stipulation applies to pages or leaves of maps, pages or leaves of genealogical tables, etc., that are not included in the numbering of pages or leaves containing text.

5.1.4.2 A resource in more than one physical unit

5.1.4.2.1 Continuous pagination

When the resource consists of more than one unit of the same physical form (i.e. more than one volume, filmstrip, portfolio, etc.) and when the pieces of each unit are continuously numbered, the total number of pages, leaves, sheets, frames, etc., is given in addition to the number of units, enclosed in parentheses.

Examples

- . – 8 vol. (894 p.)
- . – 1 score in 8 vol. (894 p.)
- . – 4 filmstrips (220 fr.)

For printed textual resources:

When only the first unit has a separately numbered sequence of preliminary pages, leaves, or columns preceding the continuously paginated, foliated, or column numbered main sequence, the pagination, foliation, or column numeration of the preliminary and main sequences is given.

Example

- . – 3 vol. (xx, 804 p.)
Editorial comment: Preliminary sequence in vol. 1 only

When each unit has a sequence of preliminary pages or leaves preceding the continuously

paginated or foliated main sequence and separately numbered, these sequences are added up and given as a total enclosed in square brackets.

Example

. – 8 vol. ([47], 894 p.)

For older monographic resources:

When each unit has a separately numbered sequence of preliminary pages, leaves or columns preceding the continuously paginated, foliated or column numbered main sequence, only the total for the main sequence is given. A complete record of sequences may be given in area 7.

Example

. – 3 vol. (896 p.)

Note: Pagination of volumes: vol. 1: xx, 200; vol. 2: xx, 201-512; vol. 3: xxi, [1], 513-896

5.1.4.2.2 Several paginations

When the units constituting such a resource consist of individually numbered sequences of pages, leaves, sheets, frames, etc., the numbers of pages, leaves, sheets, frames, etc., may be given in addition to the number of units when this is considered important to users of the catalogue. In other cases, the number of leaves, sheets, frames, etc., is omitted.

Examples

. – 3 filmstrips (60, 52, 58 fr.)

. – 2 flipcharts (6, 8 sheets)

. – 12 filmstrips

. – 5 vol. (31, 33, 49, 37, 18 p.)

. – 2 portfolios (12, 18 leaves)

. – 3 vol. (v, 92 p.)

. – 1 score in 5 vol. (31, 33, 49, 37, 18 p.)

. – 1 vocal score in 2 vol. (x, 210 p.) (v, 310 p.)

. – 3 vol. (vi, 310; vi, 434; viii, 492 p.)

. – 3 vol. (vi, 310 p., 20 leaves of plates; viii, 432 p., 32 leaves of plates; x, 490 p., 52 leaves of plates)

5.1.4.2.3 If preferred, all information relating to a single unit, but not to the resource as a whole (such as the number of pages, leaves, sheets, frames, etc.) may be given at the second level (see Appendix A).

5.1.5 Playing time

5.1.5.1 The extent of any resource having an inherent durational aspect is recorded in terms of playing time. Optionally for motion pictures, the length of the film may be added to the statement of playing time.

Example

. – 1 film reel (22 min., 577 m)

5.1.5.2 The playing time recorded is normally that of the whole resource. It is recorded as given. When no indication of duration appears on the resource, its container or accompanying textual matter, an approximation of the playing time may be recorded. If it is impossible to give either a precise statement of playing time or an approximation, the statement is omitted.

Examples

- . – 1 videocassette (U-matic) (ca. 60 min.)
- . – 1 sound reel (37 min., 18 sec.)
- . – 1 sound cartridge (90 min.)
- . – 1 sound disc (ca. 50 min.)
- . – 1 filmloop (4 min., 20 sec.)
- . – 1 DVD (114 min.)

5.1.5.3 When the resource consists of more than one unit of the same physical form (i.e. more than one disc, cassette, etc.), each of which has its own statement of playing time, the playing times of the individual units are recorded instead of that of the whole resource.

Examples

- . – 3 sound reels (25, 30, 27 min.)
- . – 2 sound cassettes (30, 90 min.)
- . – 3 sound discs (50, 55, 50 min.)

5.1.5.4 When the resource contains two or more works, the playing times of the individual works, if given on the resource, are recorded in a note. Such a note may be combined with the contents note (see 7.7). When the playing times of individual works are recorded in the note area, the playing time of the whole resource may be omitted from the physical description area.

5.1.6 Specific case of printed resources

5.1.6.1 A single-part resource

For a single-part resource the extent, i.e. the numbering of the pages, leaves and/or columns given, represents both the specific material designation and the extent of the part (except in the case of a part with irregular pagination, see 5.1.4.1.6; or a looseleaf volume, see 5.1.2).

For notated music resources:

For a resource in one physical unit, the extent consists of the specific material designation term (see Appendix C), preceded by the arabic numeral 1, and the number of pages or leaves (except in the case of a volume with irregular pagination, see 5.1.4.1.6; or a loose-leaf volume, see 5.1.2). The pagination is given in parentheses following the specific material designation.

For a resource in more than one physical unit, the specific material designation term from Appendix C is given, preceded by the arabic numeral denoting the number of such units and followed by an appropriate phrase such as “in 4 vol.”.

When none of the specific material designation terms such as those recommended in Appendix C is appropriate (e.g. in the case of a songbook, editions of works for piano solo, editions of works for an unaccompanied instrument, etc.), the numbering of the pages or leaves is given in the physical description area as representing both the specific material designation and the

extent of the volume (except in the case of a volume with irregular pagination, see 5.1.4.1.6; or a looseleaf volume, see 5.1.2).

5.1.6.2 When the resource is issued in fascicles intended to be bound into one or more physical units, the number of pages, leaves and/or volumes is given in terms appropriate to its final form, with a note indicating that it was issued in fascicles.

5.1.7 Specific case of microforms

For original publications in microform, pagination statements are given in accordance with the provisions above (see 5.1.4), except that in the case of unpaginated microforms, statements regarding the number of frames or pages are omitted. However, in the case of a micro reproduction, the pagination of the original is given in a note (see 7.2).

Examples

- . – 1 microfilm reel (xii, 317 p.)
Editorial comment: Original publication in microform, which reproduces paged text
- . – 1 microfilm reel
Editorial comment: Original publication in microform; reproduced text is unpaginated
- . – 1 microfilm reel
Editorial comment: Reproduction of published book
Note: Original ed.: xiv, 624 p.

5.2 Other physical details

5.2.1 The second element of the physical description area is a statement specifying other physical characteristics of the resource, such as method of production, colour, material from which the resource is made, etc., excluding dimensions. Any characteristic implicit in the specific material designation is omitted; for example, the characteristic "sd." (see 5.2.7) is not given for a sound recording.

The specifications constituting other physical details are presented as appropriate in the following order.

5.2.2 Statements relating to the material of which the resource is composed.

Examples

- . – 1 model : plaster
- . – 1 globe : wood
- . – 1 sound reel (27 min.) : paper
- . – 1 model (4 pieces) : polystyrene
- . – 1 diorama : various materials
- . – 1 microfilm reel : diazo
- . – 1 film reel (11 min.) : nitrate

5.2.3 Statement relating to the presence of illustrations

5.2.3.1 When a resource is illustrated, the abbreviation "ill." (or its equivalent in another language and/or script) may be given after the specific material statement. Minor illustrations may be disregarded.

Examples

- . – 8 vol. : ill.
- . – 492 p. : ill.
- . – 1 score (329 p.) : ill.

For microforms:

For original publications in microform, illustration statements are given in accordance with these provisions.

For microreproductions, illustration statements are given (where appropriate) in a note (see 7.2).

For visual resources:

Other visual resources have illustration as an almost invariable property. For these resources accordingly no statement regarding the presence of illustrations is made.

5.2.3.2 Particular types of illustrations

The specification of particular types of illustration (e.g. maps, plans, facsimiles, portraits, music) may be given after the abbreviation "ill." (or its equivalent).

Examples

- : ill., maps
- : ill., facs.

When the identity of particular types of illustrations is given and these are the only illustrations in the resource, the abbreviation "ill." (or its equivalent) is omitted.

Examples

- : maps, plans
- : facsim.
- : chiefly diagrams

5.2.3.3 Number of illustrations

The number of illustrations, or of a particular type of illustration, may be given.

Examples

- : 31 ill.
- : ill., 17 facs.
- : 12 maps

When a resource consists mainly or entirely of illustrations, this may be noted in the illustration statement.

Examples

- : all ill.
- : chiefly maps
- : chiefly ill.

5.2.4 Statements relating to the presence of colour

5.2.4.1 Coloured illustrations

When some or all of the illustrations are coloured, this may be noted. If only some of the illustrations are in colour and this is to be specified, the information is given in parentheses.

Examples

- : col. ill.
- : ill., 31 col. maps
- : ill. (some col.)
- : 31 maps (some col.)

For older monographic resources:

When some or all of the illustrations are coloured in all copies of the resource, this may be noted.

5.2.4.2 Colour characteristics of the resource

For visual resources:

The colour characteristics of the resource are given as appropriate. Colour characteristics are distinguished by the use of the abbreviations "col." or "b&w" (or their equivalents in other languages and/or scripts), or by the enumeration of not more than three specific colours. For microscope slides the presence of staining is indicated.

Examples

- : col.
- : b&w
- : wood, blue and white
- : stained

A resource having both colour and black and white sequences is so described.

Examples

- . – 1 film reel (20 min.) : col. with b&w sequences
- . – 1 filmstrip (64 fr.) : col. and b&w

Brief explanatory phrases may be inserted in parentheses after the statement.

- . – 1 film reel (30 min.) : col. (Ektachrome)

For electronic resources:

The characteristic of colour is given for a resource that is specified to display in two or more colours or is known to produce two or more colours. The abbreviation "col.", or its equivalent in

another language and/or script, is given as appropriate. The use of "black and white" (b&w) for a resource that is designed to display in one colour (e.g. white, green or amber phosphor on a dark background) is not given. Hardware required for the display or production of colour (e.g. colour cards, colour monitor) is given in a note (see 7.5).

Examples

- . – 2 electronic tape cassettes : col.
- 1 CD-I : sd., col.

5.2.5 Statements relating to the reduction ratio (microforms)

5.2.5.1 An indication of the reduction ratio is given for microforms having a reduction outside the standard range 16x-30x. Where possible the ratio is expressed numerically.

Examples

- . – 1 microfilm reel : diazo, 14x
- . – 6 microfiches : silver halide, 150x

5.2.5.2 The terms "low reduction" (up to 15x), "high reduction" (31x –60x), "very high reduction" (61x-90x) and "ultra-high reduction" (91x and upwards) or their equivalents in other languages and/or scripts are used in cases where the reduction ratio cannot be specified exactly.

5.2.6 Statements relating to the presence of sound

5.2.6.1 The abbreviations "sd." or "si." (or their equivalents in other languages and/or scripts) are given as appropriate for materials of which integral sound may be a feature and for which the presence of sound is not implicit in the specific material designation.

Examples

- . – 1 film reel (20 min.) : b&w, si.
- . – 1 videocassette (U-matic) (30 min.) : col., sd.

5.2.6.2 Brief explanatory phrases may be inserted in parentheses after the statement "sd.".

Example

- . – 1 videocassette (Beta) (120 min.) : col., sd. (Beta HiFi)

5.2.6.3 In the case of a material (e.g. slides) for which integral sound is present only exceptionally, use of the statement "si." to indicate its absence is optional.

For electronic resources

The abbreviation "sd.", or its equivalent in another language and/or script, is given as appropriate for a resource that is specified to have sound or which is known to produce sound. Requirements for the production of sound (e.g. synthesizers, voice input modules) are given in a note (see 7.5).

Example

- . – 1 electronic disk : sd.

5.2.7. Other technical specifications

For microforms and filmstrips:

For microfilm reels and microfilm slips a statement of frame alignment is given.

Examples

- . – 1 microfilm reel : cine mode
- . – 3 microfilm slips : diazo, comic mode

Frame alignment may also be given for filmstrips.

Example

- . – 1 filmstrip (42 double fr.) : comic mode

For still images:

Any details on the process or method of reproduction may be given.

Example

- . – 1 estampe : pointe sèche, aquatinte

For dynamic media:

Table of Technical Specifications and Industry Norms for Sound Recordings

Specification	Analogue disc		Digital disc	Reel	Cassette	Cartridge
	78 rpm	Other speeds				
Speed	A	A	1.4 m/s	A	1:4.76 cm/s	A: 9.5 cm/s
Recording method	A: electric	A: electric	N/A	N/A	N/A	N/A
Groove direction	A: lateral	A: lateral	N/A	N/A	N/A	N/A
Groove size	A: coarse	A: micro	N/A	N/A	N/A	N/A
No. of tracks	N/A	N/A	N/A	A	A	A:S
Track configuration	N/A	N/A	N/A	A: alternate	N/A	N/A
No. of sound channels	A: mono	A	A	A	A	A: stereo
Equalization system	N/A	N/A	N/A	A	A	A:50µs
Noise reduction system	N/A	N/A	N/A	A	A	A

This table indicates which specifications apply to each type of sound recording. Specifications that are applicable are marked A, those that are not applicable are marked N/A. If there is a norm for a specification and type of recording it follows the letter A.

Applicable specifications shown in the table are given in the order in which they appear below,. However, if an industry norm is listed in the table, the specification is given only if it differs from that norm.

The playing speed of the resource is given in appropriate terms.

Examples

- . – 1 sound disc : 33 1 /3 rpm
- . – 1 sound reel (100 min.) : 19 cm/s.
- . – 2 videodiscs (24 min.) : 1500 rpm

For sound discs:

The recording method, groove direction and groove size are given if known.

Examples

- . – 1 sound disc : 78 rpm, vertical
- . – 1 sound disc : 33 1 /3 rpm, coarse

For resources employing magnetic tape:

The number of tape tracks is given.

Example

- . – 1 sound reel (100 min.) : 19 cm/s, 2 track

For sound reels recorded on four or more tracks:

The track configuration is specified.

Example

- . – 1 sound reel (90 min.) : 19 cm/s, 4 track, adjacent

The number of sound channels is given.

Examples

- . – 1 sound disc : 33 1 /3 rpm, mono
- . – 1 sound reel (50 min.) : 38 cm/s, 2 track, stereo

For resources employing magnetic tape:

The equalization and noise reduction employed may be given if known.

Examples

- . – 1 sound reel (45 min.) : 19 cm/s, 4 track, NAB
- . – 1 sound cassette (60 min.) : Dolby processed

5.2.8 Statements relating to alternative formats of a resource

When the resource is available in alternative formats differing at the level covered by this element, the physical details in question are omitted from the physical description area and given in area 8 or in a note (see 7.5).

Example

- . – 1 microfilm reel : comic mode

Note: Available on diazo or silver halide film

5.3 Dimensions

The third element of the physical description area is a statement regarding the dimensions of the resource.

The dimensions may consist of one dimension only or (as in the case of a film or folded map) may be more complex.

The statement is omitted in the case of dimensions implicit in other parts of the description (e.g. sound cassettes and cartridges of a standard type, tape width for a standard sound cassette or cartridge) (see 5.3.1.1).

For older monographic resources:

For older monographic resources, the bibliographic format of the resource is given. The dimensions are given in parentheses following the format (see 5.3.2).

5.3.1 Statement of the dimensions

If the dimensions of the resource are given, they are given in terms of centimetres rounded up to the next whole centimetre.

Example

A publication that measures 17.2 centimetres is described as: ; 18 cm

The term is expressed as "cm" (or its equivalent in another language and/or script).

For resources employing film or magnetic tape:

The gauge of the film or width of the tape are given in terms of millimetres (see 5.3.1.1).

5.3.1.1 Usual dimensions

Usual dimensions exist for some resources.

For printed textual and notated music resources:

The height of the resource, measured parallel to the spine, is given.

For cartographic resources:

The dimensions of two-dimensional resources, other than circular resources, are given in the form of length x width. The dimensions of three-dimensional resources other than globes and sections of

spheres, are given in the form of length x width x height. The dimensions of globes, sections of spheres and circular two-dimensional resources are given in terms of the diameter. The dimensions given, if not otherwise specified, are the dimensions of the part of the resource carrying the geographic detail.

Examples

- ; 65 x 40 cm
- ; 45 x 35 x 2 cm
- ; 45 x 35 x 2 cm
- ; 23 cm (diam.)

Additional dimensions such as the dimensions of a map when folded, or the dimensions of individual sheets of a collectively described group, or the individual dimensions of mounted sheets, may be given. When more than one set of measurements is given, the whole physical description area should be made in a clear and unambiguous fashion; that is, when it is not clear to which part(s) the dimensions apply, this is clarified by specification. (For units of different dimensions see 5.3.1.5).

Examples

- ; on sheets 60 x 40 cm
- ; 9 x 30 cm on sheet 40 x 60 cm, folded to 21 x 10 cm
- ; sheets 40 x 60 cm, assembled 80 x 20 cm
- ; double hemisphere, each 6 cm (diam.), on sheet 21 x 15 cm

For nonbook resources:

The dimensions of two-dimensional resources (wallcharts, microfiches, slides, transparencies, pictures, etc.) are given in the form height x width. For circular two-dimensional resources (with the exception of sound discs and videodiscs) the diameter is given, followed in parentheses by the abbreviation "diam." or its equivalent in another language and/or script. For oval two-dimensional resources the length of the vertical axis is given, followed in parentheses by "oval" or its equivalent. Dimensions relate to the sheet or other surface, but when there is a significant difference between the dimensions of the sheet and the dimensions of the printed area, the latter may be given in a note (see 7.5).

Examples

- ; 24 x 48 cm
- ; 5 x 5 cm
- ; 36 cm (diam.)
- ; 9 cm (diam.)

For a folded sheet, two dimensions statements are given.

Example

- ; 48 x 90 cm folded to 24 x 15 cm

5.3.1.1.1 The dimensions of three-dimensional resources (dioramas, models, etc.) are given in the form height x width x depth, or when this is inappropriate, height alone. Very complex dimensions statements may be given in a note (see 7.5) or omitted.

Examples

- . – 1 diorama : various materials, col. ; 9 x 30 x 20 cm
- . – 1 model : plastic, b&w ; 15 cm

5.3.1.1.2 When an integral container or mounting is to form part of the description, two dimensions statements may be given. Alternatively, the dimensions of the whole resource, including container or mountings, may be given alone.

Examples

- . – 1 model : plastic ; 55 cm on stand, 30 cm
- . – 1 diorama : col. ; in glazed case, 35 x 60 x 24 cm

5.3.1.1.3 In the case of resources requiring the use of equipment (discs, cassettes, reels of tape or motion pictures), the principal dimensions given are those of the resource itself, irrespective of the external dimensions of any container such as an album or sleeve (for the treatment of a container for a set of resources see 5.3.1.3).

Measurements of the diameter of circular resources (discs, reels, etc.) are given without additions.

Examples

- . – 1 sound disc (53 min.) : 33 1/3 rpm, stereo ; 30 cm
- . – 1 sound reel (100 min.) : 19 cm/s., 4 track, mono ; 13 cm
- . – 1 sound disc (CD) (60 min.) : stereo ; 12 cm

The statement is omitted in the case of resources (e.g. sound cassettes and cartridges of a standard type) whose dimensions are implicit in other parts of the description.

These standard dimensions are:

- Cassette 10 x 6.4 x 1.2 cm
- Cartridge 13.5 x 10 x 2.2 cm

In the case of resources employing film or magnetic tape, the gauge of the film or width of the tape is given. Super 8 mm and standard 8 mm film are recorded as such. Measurements that are implicit in other parts of the description (e.g. tape width for a standard sound cassette or cartridge) are omitted.

These standard widths are:

- Sound reel 6.3 mm
- Sound cassette 3.8 mm
- Sound cartridge 6.3 mm

Examples

- . – 6 microfilm reels : Kalvar, cine mode ; 35 mm
- . – 1 sound reel (45 min.) : 19 cm/s., 2 track, mono ; 13 cm, 6 mm tape
- . – 1 film loop (4 min., 10 sec.) : col. ; super 8 mm

For electronic resources:

The principal dimensions given are those of the physical carrier itself, irrespective of the external dimensions of any container such as a disk pocket or case (for the treatment of a container for a set of items see 5.3.1.3).

The diameter is given for a disk/disc or a tape reel. The length and width of the tape of a reel may be given.

Examples

- . – 1 electronic disk : col. ; 14 cm
- . – 1 electronic tape reel ; 27 cm
- . – 1 CD-ROM ; 12 cm

The length of the face of a chip cartridge is given.

Example

- . – 1 electronic chip cartridge : sd., col. ; 9 cm

5.3.1.2 Unusual dimensions

For printed textual resources and notated music resources:

When the dimensions or shape of the resource are unusual (e.g. when the width is greater than the height), other dimensions may be given after the height.

Examples

- ; 21 x 30 cm
- ; 38 cm folded to 10 cm

For sound discs:

When a sound disc is of a non-standard shape (i.e. when the playing surface has an irregularly shaped surround), the diameter of the playing surface is given in the physical description area. A statement regarding the external dimensions of the resource is given in a note (see 7.5).

Example

- . – 1 sound disc (11 min.) : 45 rpm., mono ; 18 cm
Note: Disc impressed on rectangular surface, 20 x 20 cm

For electronic resources:

The length and height of a tape cassette are given when they are other than the standard size (10 x 7 cm) and the width of the tape is given when it is other than the standard width (4 mm).

Example

- . – 1 electronic tape cassette : col. ; 19 x 9 cm, 7 mm tape

5.3.1.3 Resources issued in a container

For resources issued in a container, with or without accompanying material, the dimensions of the container may be given. Alternatively, the phrase "in container" (or its equivalent in another language and/or script) may be used, or the statement may be omitted.

Examples

- . - 4 electronic tape cassettes : sd., col. ; in container, 12 x 36 x 20 cm
- . - 1 laboratory kit (various pieces) ; in container, 12 x 36 x 20 cm
- . - 5 sound discs (256 min.) : 33 1/3 rpm, stereo ; 30 cm in container

5.3.1.4 Alternative formats

For nonbook resources:

When the resource is available in alternative formats differing at the level covered by this element, the dimensions in question are omitted from the physical description area and given in area 8 or in a note (see 7.5).

Example

- . – 1 film loop (4 min., 30 sec.) : col.

Note: Available in standard 8 mm and super 8 mm versions.

5.3.1.5. Physical units of different size

For continuing resources and multipart monographic resources:

If the dimensions of a continuing resource or a multipart monographic resource change, the smaller or smallest size and the larger or largest size, separated by a hyphen, may be given in area 5, or a note that the dimensions of the issues or parts or of the iterations vary may be given in area 7 (see 7.5).

For cartographic resources and nonbook resources:

When the resource consists of a set of two-dimensional units and the individual units vary in size, the dimensions of the largest are given followed by "or smaller" (or its equivalent in another language and/or script). Alternatively, the dimensions of all the units may be given in a note (see 7.5)..

Examples

- . – 6 wallcharts : col. ; 60 x 98 cm or smaller
- . – 1 map on 365 sheets : col. ; sheets 60 x 90 cm or smaller
- . – 1 map on 25 sheets : col. ; sheets 90 x 50 cm or smaller, folded in cover 25 x 16 cm

For electronic resources:

When the resource consists of more than one physical carrier and the carriers differ in size, the dimensions of the smallest or smaller and the largest or larger are given, separated by a hyphen.

Example

. – 2 electronic disks : col. ; 9-14 cm

5.3.2 Bibliographic format and dimensions for older monographic resources

5.3.2.1 The bibliographic format of the resource is given in the terms of a numeral (including a fraction) followed by a raised o or similar abbreviation.

Example

; 2°

5.3.2.2 The height of the outer case, measured parallel to the spine, or of the resource when it is not bound, is given, rounded up to the next whole centimetre, in parentheses following the format.

Example

; 4° (18 cm)

Editorial comment: A publication in quarto which measures 17.2 centimetres

When such dimensions are given, any evidence that the resource in hand has been cropped or is a large-paper copy should be stated in area 7.

Example

. – Cropped at foot

5.3.2.3 When the dimensions or shape of the resource are unusual (e.g. when the width is greater than the height), these are given in parentheses following the format, after the height.

Examples

; 4° (21 x 30 cm)

; 2° (28 cm folding to 10 cm)

5.3.2.4 When the format cannot be determined, only the dimensions are given, not in parentheses, and an explanation is given in area 7 if possible.

Examples

; 30 cm

; 4 x 6 cm

5.3.2.5 When in a multivolume resource the volumes are of differing formats and/or dimensions, all formats with their appropriate dimensions are given, but when the resource is entirely in one format, only the least and greatest dimensions are recorded.

Examples

- ; 4° (18 cm), 8° (16 cm)
- ; 2° (33-37 cm)

The format and/or dimensions of individual volumes may be given in area 7, on the "second level" (see Appendix A) or in a contents note (see 7.7).

5.4 Accompanying material statement

Scope

The fourth element of the physical description area is the accompanying material statement.

The term "accompanying material" denotes any physically separable part of the resource not so far specified in the physical description area, and that is issued (or intended to be issued) at the same time. Such a part may form one of two or more mutually interdependent systems (e.g. a slide set or an electronic disk combined with a sound tape and a manual) or may be a minor part of the resource (e.g. an explanatory leaflet accompanying a filmstrip).

5.4.1 Description of accompanying material

An accompanying material statement may be described either in the terms in which it appears in the resource described by a word or phrase indicating the nature of the material or by means of an appropriate specific material designation. It may be added the extent (see 5.1) of the accompanying material, and a physical description based on 5.2 and 5.3

Examples

- . – 271 p. : ill. ; 21 cm + 1 price list
- . – 272 p. : ill. ; 8° (24 cm) + price list
- . – 1 map : col. ; 108 x 73 cm, folded to 30 x 21 cm + memoir
- . – 1 globe : col. ; 23 cm diam. + gazetteer
- . – 271 p. : ill. ; 21 cm + list of works
- . – 1 filmstrip (43 fr.) : col. and b&w ; 35 mm + teacher's notes
- . – 1 wallchart : col. ; 65 x 97 cm + chart notes
- . – 1 sound disc (55 min.) : 33 1/3 rpm, mono ; 30 cm + 1 pamphlet
- . – 2 electronic disks ; 14 cm + 1 pamphlet
- . – 180 p. : ill. ; 23 cm + 1 wallchart + 3 maps
- . – 1 CD-ROM : sd., col. ; 12 cm + 1 sound cassette
- . – vol. : ill. ; 31 cm + weekly price list

When accompanying material is available in alternative physical formats (e.g. as a sound disc or cassette), the accompanying material statement consists of an appropriate general term. Details of the alternative formats are given in a note (see 7.5).

Examples

- . – 47 slides : col. ; 5 x 5 cm + 1 sound recording
Note: Sound recording available as: sound disc (14 min.) : 33 1/3 rpm, mono ; 17.5 cm, or sound cassette (14 min.)

For notated music resources:

Terms recommended in Appendix C are used as far as possible.

Examples

- . – 1 score (92 p.) ; 18 cm + 1 part
- . – 1 score (92 p.) ; 18 cm + 4 parts
- . – 1 score in 2 vol. ; 18 cm + 1 part
- . – 1 score (329 p.) ; 18 cm + 25 parts + libretto

5.4.2 Short physical description

A short physical description of the accompanying material may be given after the word or phrase characterizing the material. The material is described according to the provisions of 5.1 to 5.3.

Examples

- . – 47 slides : col. ; 5 x 5 cm + 1 sound cassette (25 min. : mono)
- . – 1 map on 4 sheets ; sheets 25 x 38 cm + 1 manual (10 p. ; 30 cm)
- . – vol. : ill. ; 28 cm + electronic disks (sd., col. ; 9 cm)
Editorial comment: Resource is still being published
- . – 47 vol. : ill., maps ; 27 cm + 114 microfiches (11 x 15 cm)
- . – 271 p. : ill. ; 21 cm + 3 microfiches (diazó ; 105 x 108 mm)

5.4.3 Alternative description of accompanying material

The use of this element is an alternative to:

- A. describing accompanying material independently (i.e. in a separate description);
or
- B. describing accompanying material in a note (see area 7);
or
- C. describing accompanying material by the multilevel method of description (see Appendix A).

When the whole resource, including accompanying material, is housed in a container, details of the container, if given, are given in a note (see 7.5).

For electronic resources:

In the case of remote-access resources when no physical description is given (see area 5, Introductory note), the accompanying material may be described in a note (see 7.5.3) or described independently.

6 SERIES AREA

Scope

The series area is used when the resource being described belongs to a larger bibliographic resource: series, subseries or multipart monographic resource.

Area 6 is used only when all parts of the resource (all the issues or parts or all the iterations of the continuing resource or all parts of the multipart monographic resource) are published (or are intended to be published) in the same series or subseries. In other cases the series or subseries statement(s) may be given in area 7.

Especially important to note is the explanation of the terms "common title" and "dependent title" that states that these terms, as used in the stipulations, cover (a) all common/section titles , (b) those main series/subseries titles in which the subseries title is dependent.

When a resource belongs to more than one larger bibliographic resource (for example, two series or a multipart monographic resource and a series), area 6 contains more than one statement. The order of the statements is determined by the order of preference of the sources for the area; in the case of these being of equal value, the order follows the sequence of information found on the chosen source.

The series or subseries statement contains the main elements identifying a series or subseries, including any numbering of the separate resources within the series or subseries. The series or subseries may be for a resource that forms part of a continuing resource, a multipart monographic resource or a finite integrating resource.

For older monographic resources:

Series statements are found infrequently in older monographic resources. Care should be taken to distinguish a true series title from other title information.

Contents

- 6.1 Title proper of series, subseries or multipart monographic resource
- 6.2 Parallel title of series, subseries or multipart monographic resource
- 6.3 Other title information of series, subseries or multipart monographic resource
- 6.4 Statements of responsibility relating to series, subseries or multipart monographic resource
- 6.5 International Standard Serial Number of series or subseries
- 6.6 Numbering within series, subseries or multipart monographic resource

Punctuation pattern

A. The series area is preceded by a point, space, dash, space (. –).

B. Each series statement, each subseries statement or each multipart monographic resource statement is enclosed in parentheses (()).

C. A second and each subsequent series, subseries or multipart monographic resource statement is preceded by a space.

- D.** Each parallel title or other parallel statement is preceded by a space, equals sign, space (=).
- E.** Each statement of other title information is preceded by a space, colon, space (:).
- F.** The first statement of responsibility is preceded by a space, diagonal slash, space (/).
- G.** Each subsequent statement of responsibility is preceded by a space, semicolon, space (;), unless the statements are considered to form a single phrase.
- H.** The International Standard Serial Number is preceded by a comma, space (,).
- I.** Numbering within a series, subseries or multipart monographic resource is preceded by a space, semicolon, space (;).
- J.** The section or subseries designation or dependent title following a common title is preceded by a point, space (.).
- K.** The dependent title following a section, subseries or multipart monographic resource designation is preceded by a comma, space (,).

Examples

- . – (First series) (Second series)
- . – (First subseries) (Second subseries)
- . – (Multipart monographic resource) (Series)
- . – (Title proper of series = Parallel title of series)
- . – (Title proper of series / statement of responsibility relating to series ; numbering within series)
- . – (Title proper of series : other title information of series / statement of responsibility relating to series ; numbering within series)
- . – (Title proper of series, ISSN ; numbering within series)
- . – (Common title. Section, subseries or multipart monographic resource designation, Dependent title)
- . – (Common title. Dependent title = Parallel common title. Parallel dependent title)
- . – (Title proper of series, ISSN ; numbering within series = parallel numbering within series)
- . – (Title proper of subseries = Parallel title of subseries, ISSN ; numbering within subseries)
- . – (Title proper of series, ISSN ; numbering within series = Parallel title of series, ISSN ; parallel numbering within series)
- . – (Title of series. Title of subseries ; numbering within subseries)
- . – (Title of series. Title of subseries / statement of responsibility relating to subseries, ISSN of subseries ; numbering within subseries)

Prescribed source for series statement

Information taken from a source other than one of the following prescribed sources is given enclosed in square brackets if it is transcribed in this area.

For printed resources:

Textual monographic resources:

Series title page (for a series or a subseries) or multipart monographic resource title page (for a multipart monographic resource), analytical title page, other preliminaries, cover, spine and colophon

Notated music resources:

Series title page (for a series or a subseries), multipart monographic resource title page (for a multipart monographic resource), analytical title page, other preliminaries, first page of music, cover, and colophon

Continuing resources:

Series title page, analytical title page, cover, caption, masthead, editorial pages, colophon, rest of continuing resource

Note : For printed resources, the cover and/or spine are considered prescribed sources only if the resource was issued with the cover and/or binding.

For older monographic resources:

When any information in this area except the International Standard Serial Number is not taken from the title page, its source is indicated in area 7.

For cartographic resources:

The resource, container, accompanying material

For atlases, the stipulations for monographic resources or continuing resources are used, as appropriate.

For nonbook resources:

The resource itself, an affixed label, a container or an enclosure or other accompanying textual matter such as a manual.

For multipart monographic resources:

A unifying container will normally be preferred to the labels, etc. of individual parts, particularly when the unifying container is the only source for a collective title proper.

When any of these resources is in electronic form, the prescribed sources for electronic resources are to be used.

For electronic resources:

Direct access

Internal sources; labels on the physical carrier; documentation, containers, or other accompanying material.

Remote access

Title screen, main menu, program statements, first display of information, the header to the file including "Subject:" lines, home page, TEI (Text Encoding Initiative) header, or other identifying information prominently displayed.

6.1 Title proper of series, subseries or multipart monographic resource

The first element of the series area is the title proper of the series, subseries or multipart monographic resource.

6.1.1 Form of the title proper

The title proper of the series or subseries corresponds to the title proper in the bibliographic description of the series or subseries when it is described as a serial according to the provisions of area 1 for continuing resources, except that typographical errors are not corrected.

Examples

- . – (Pepys series)
- . – (Great newspapers reprinted)
- . – (Interactive digital computer teaching models)
- . – (Acta Universitatis Carolinae. Philologica)
- . – (Viewmaster science series. 4, Physics)
- . – (Problems and progress in development)
Editorial comment: Sub-series with distinctive title; main series: Commonwealth and international library
- . – (Collection U. Droit)
Editorial comment: Sub-series with dependent title
- . – (Bibliothèque française et romane. Série B, Éditions critiques de textes)
Editorial comment: Subseries with dependent title.
- . – (Archives Blaise Cendrars)
Editorial comment: Subseries with distinctive title; main series: Archives des lettres modernes
- . – (Atlas ethno-linguistique. 2^e série, Monographies)
- . – (Plan Guide Blay)
- . – (JRO-Panoramakarte)
- . – (Guides et plans Edicart's)
- . – (L'enseignement moderne du saxophone)
- . – (Neue Musik für Solo-Instrumente)
- . – (Collection Trésors classiques)
- . – (Beatrix Potter jigsaw puzzles)
- . – (Interactive digital computer teaching models)
- . – (Canadian travel surveys)

6.1.2 Transcription

The title proper is given as it is found on the prescribed source of information. It is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation. Typographical errors are not corrected.

For older monographic resources:

The provisions of area 1 for older monographic resources are applied to the transcription of the data selected for the title proper of the series.

For continuing resources:

When the key title of the series or subseries differs from the title proper, it is given in a note (see 7.6.3).

6.1.3 Subseries with a distinctive title

When a subseries has a distinctive title, this is given in area 6. The title of the main series is given in area 7.

Examples

- . – (East Asian and Pacific series)
Note: Main series: Department of State publication
- . – (Lecture notes in artificial intelligence)
Note: Main series: Lecture notes in computer science
- . – (An anthology of oriental music ; 4)
Note: Main series: An anthology of the world's music
- . – (Applied statistics and econometrics ; 27)
Note: Main series: Multicollinearity and estimation studies

6.1.4 Title proper made up of a common title and a dependent title

When the title proper is made up of a common title and a dependent title (section title or dependent subseries title or dependent part title), the common title is given first, followed by the section, subseries or part designation and/or the section, subseries or part title. The common title is not repeated in area 7.

Examples

- . – (Biblioteca románica hispánica. I, Tratados y monografías)
- . – (Cass library of African studies. Africana modern library)
- . – (Bell's British Theatre. Volume the first, Tragedies ; vol. 1)
- . – (Collection Armand Colin. Section de droit)
- . – (Historischer Atlas von Bayern. Teil Altbayern ; Heft 47)
- . – (Xle domaine de recherches. Série B, A la cour de Frédéric II)
- . – (Arithmética para principiantes. Serie 2, Conceptos numéricos)
- . – (Machine sewing. Series 1 ; 3)
- . – (National income patterns. Series 3, Indonesia)
- . – (Super graphics. Series I ; 2)
- . – (Patrimoine musical de France. Monumentales)

6.1.5 Title proper of a multipart monographic resource

When the resource being described is a separate part of a multipart monographic resource, the title proper in the series area is the title proper of the multipart monographic resource described as a whole according to the provisions of area 1 for multipart monographic resources.

Examples

- . – (The lord of the rings ; pt. 3)
- . – (Selected works of Rudyard Kipling ; vol. 2)
- . – (Carte géologique de la France à 1:50 000 ; IV-19)
- . – (Collected works of Muzio Clementi ; vol. 2)
- . – (L'arte in diapositive ; n° 1)
- . – (Dune ; vol. 4)

6.2 Parallel title of the series, subseries or multipart monographic resource.

The second element of the series area is the parallel title of the series, subseries or multipart monographic resource.

6.2.1 When the title proper of the series, subseries or multipart monographic resource appears on the prescribed source of information in more than one language and/or script, the parallel series title(s) may be given. Parallel titles of series, subseries or multipart monographic resources are included when necessary for identification or otherwise considered important to users of the catalogue.

Examples

- . – (Modern cinema = Cinéma moderne)
- . – (Статистические проблемы управления = Statistical problems of control)
- . – (Материалы к познанию фауны и флоры СССР = Contributiones pro fauna et flora URSS = Contributions à la connaissance de la faune et la flore de l'URSS = Proceedings on the study of the fauna and flora of the USSR)
- . – (International map of the world 1:1 000 000 = Carte internationale du monde au 1:1 000 000)
- . – (Jeux visuels = Visual games ; 13)
- . – (Travaux de recherche en science sociale = Research monographs in the social sciences)

6.2.2 When the title proper consists of a common title and a dependent title, the parallel common title and parallel dependent title may be given after the whole title proper.

Example

- . – (Sounds of the theatre. Music = Voci del teatro. La musica ; 4)

6.3 Other title information of the series, subseries or multipart monographic resource

The third element of the series area is the other title information of the series, subseries or multipart monographic resource..

6.3.1 Other title information or parallel other title information relating to the series, subseries or multipart monographic resource is given when it appears on the prescribed source of information and is necessary for identification of the series, subseries or multipart monographic resource, or otherwise considered important to users of the catalogue.

Examples

- . – (Die Reihe : Delikte, Indizien, Ermittlungen)
- . – (Words : their origin, use, and spelling)
- . – (English linguistics, 1500-1750 : a collection of facsimile reprints)
- . – (Collection I.P.N. : les industries, leurs productions, leurs nuisances)
- . – (Old Ordnance Survey Maps : the Godfrey edition)
- . – (Die Gitarre : Stücke europäischer Meister)

6.3.2 When the title proper consists of a common title and a dependent title, other title information, if given, follows the part of the title proper to which it applies. In case of doubt, it is given after the whole title proper.

Examples

- . – (Pricing and buying. Module 5, Patterns : automobile prices)
- . – (Enquêtes et recherches statistiques : travaux en cours. Canada)

6.3.3 The edition statement relating to a series or subseries is treated as other title information. It is given according to the provisions of area 2.

Examples

- . – (Sammlung Göschen : 2. Ausg.)
- . – (National atlas : separate sales ed.)
- . – (Early learning series : 2. ed.)
- . – (Computer simulation models : 2nd ed.)

6.4 Statements of responsibility relating to the series, subseries or multipart monographic resource

6.4.1 When the title proper of the series, subseries or multipart monographic resource is a generic term, the first statement of responsibility is mandatory. In other cases, the first and subsequent statements of responsibility are given when they appear on the prescribed source of information and are necessary for identification of the series, subseries or multipart monographic resource, or otherwise considered important to users of the catalogue.

Parallel statements of responsibility may be given.

Examples

- . – (Map supplement / Association of American Geographers)
- . – (Research monographs / Institute of Economic Affairs)
- . – (Sämtliche Werke / Thomas Mann)
- . – (Collected software / American University, English Language Institute)
- . – (Série internationale / Recta Foldex ; 302)
- . – (Technical report / Forest Engineering Research Institute of Canada = Institut canadien de recherches en génie forestier)
- . – (Miscellaneous report / Geological survey of Canada = Rapport divers / Commission géologique du Canada)
- . – (Dzieła wszystkie = Complete works / Fryderyk Chopin)
- . – (Research reports / Canadian Transport Commission, Research Branch = Commission canadienne des transports, Direction de la recherche)

6.4.2 When the title proper consists of a common title and a dependent title, each statement of responsibility, if given, is given after the part of the title proper to which it refers. In case of doubt it is given after the whole title proper.

6.5 International Standard Serial Number of series or subseries

This element does not apply when the area is used for a multipart monographic resource.

6.5.1 The International Standard Serial Number (ISSN) relating to the series or subseries is given when it is known and is transcribed in accordance with the relevant standard.

Examples

- . – (Graeco-Roman memoirs, ISSN 0306-9222)
- . – (Transactions of the Royal Society of Edinburgh, ISSN 0080-4568)
- . – (Actualités scientifiques et industrielles, ISSN 0365-6861)
- . – (Liederblätter deutscher Jugend, ISSN 0342-4820 ; H. 22)
- . – (Elsevier's interactive anatomy, ISSN 0929-2225)

6.5.2 When the title proper consists of the distinctive title of a subseries, the ISSN of the main series is given with its title in area 7.

6.5.3 When the title proper of the series consists of a common title or main series and a dependent title, the ISSN of the common title or main series is omitted in area 6 and may be given in area 7.

Examples

- . – (Dunántúli tudományos gyűjtemény. Series historica, ISSN 0475-9923)
Note in area 7: ISSN of the main series: ISSN 0475-9915
- . – (Classic orators. Europe, ISSN 0082-927X)
Note: ISSN of main series: ISSN 0081-1236
- . – (Der Landkreis. Ausgabe Hessen, ISSN 0340-3246)
Note: ISSN of main series: ISSN 0342-2259

6.6 Numbering within the series, subseries or multipart monographic resource

6.6.1 The numbering of the resource within a series, subseries or multipart monographic resource is given in the terms in which it appears on the prescribed source of information. Standard abbreviations may be used. Arabic numerals are substituted for other numerals or spelled-out numbers. When the numbering of the resource contains both roman and arabic numerals, the numerals are transcribed as they appear.

Examples

- . – (Historic instruments at the Victoria and Albert Museum ; 4)
- . – (Russian titles for the specialist, ISSN 0305–3741 ; no. 78)
- . – (Труды Московского общества испытателей природы ; т. 41)
- . – (Studia islandica ; 13. hefti)
- . – (La bibliothèque bleue entièrement refondue & considérablement augmentée ; n° 3)
- . – (Collection des plans anciens de Paris ; 1)
- . – (Plan net ; S75)
- . – (Carte de la Région Ile-de-France ; X-3)
- . – (Eulenburg general music series ; 705)
- . – (Musik alter Meister ; H.1)
- . – (Forsytesagaen ; 1)
- . – (A Sunday Times guide to Shakespeare's characters ; 7)

- . – (At-a-flash time line cards ; set 2)
- . – (Beatrix Potter jigsaw puzzles ; no. 1)
- . – (Multimedia learning series ; vol. 2)
- . – (Visit Canada series ; vol. C)
- . – (Computer simulation games ; module 5)

6.6.2 When the title proper consists of a common title or a series title and a dependent title, the numbering of the common title or series title is omitted. An appropriate note or the collocation of the numbering of the series and subseries may be given in area 7.

Examples

- . – (Publications / Victoria University of Manchester. Administration ; 1)
Note: Numbering in the main series: 244
- . – (Geological research reports. Map series ; no. 3)
Note: Numbering in the main series: 135
- . – (Das Erbe deutscher Musik. Abteilung Oper und Sologesang ; Bd. 8)
Note: Numbering in the main series: 68
- . – (Arte moderna straniera. Serie C, Disegnatori ; n. 1)
Note: Numbering in the main series: n. 8
- . – (Contrasts and similarities in siblings. Series A, Young brothers and sisters (12-21) ; no. 1)
Note: Numbering in the main series: no. 6

6.6.3 When the parts of a multipart monographic resource within a series are numbered, the first and last numbers and/or letters are given and connected by a hyphen when the numbering or letters is (are) continuous. In other cases, all the numbers/letters are given.

Examples

- ; vol. 11-15
- ; vol. 131, 145, 152
- ; 4-7
- ; 2, 6, 13
- ; A-F
- ; vol. 10-13
- ; A, C, M
- ; 2051-2059

6.6.4 If the numbering appears in more than one language, it is given following the title proper or parallel title in that language, as appropriate

6.6.5 Continuing resources within a series

6.6.5.1 When all issues or parts or all iterations of a continuing resource within a series or subseries have the same number, this number is given in the series statement together with the designation of the issue or part or of the iteration (vol., no., etc.), if any.

Example

- . – (Public Health Service publication ; no. 1124)

6.6.5.2 When in the course of publication of the continuing resource the numbering within the series or subseries varies, this may be stated in area 7 (see area 3 for continuing resources).

6.6.5.3 When the issues or parts or the iterations carry multiple numbering systems, all numberings are given (see 3.3.6).

7 NOTE AREA

Scope

The note area contains any descriptive information that has not been given in other areas of the description but that is considered to be important to users of bibliographic records. Notes qualify and amplify the formal description and can deal with any aspect of a resource. Notes may also give the bibliographic history of the resource and indicate relationships to other resources.

Notes, by their nature, cannot be enumerated exhaustively, but can be categorized in terms of the areas of the ISBD. In addition to notes relating to these areas, there may be notes relating to the description of the resource that do not correspond to any specific ISBD area.

Except where otherwise indicated, notes and their order of presentation are *optional*. Two or more notes may be combined into a single note when considered appropriate by the cataloguing agency.

Examples

- . – Continued by a section in: Canadian Association of Geographers newsletter
- . – For conversion to slides. – Teachers' notes in pamphlet
- . – Report year ends June 30
- . – Title from codebook. – Data for 1945-1960
- . – Size when framed: 40 x 35 cm
- . – Reproduced from original poster by R.V. Kealey, held by the Imperial War Museum
- . – Original title: Dissertatio physica de natura et remediis fulminum
- . – Issues for 1999- have title: Annual report on pipeline safety
- . – Title from title bar (viewed on Jan. 13, 2000)
- . – Resource size: 100, 300, 220, 500 statements
- . – Translation of: À chacun sa mission
- . – Screen displays in English and French
- . – Title supplied by cataloguer
- . – Frequently updated; viewed 2/18/97

For older monographic resources:

It may be useful to group together all notes concerning a single work in a resource, or all notes based on one source, for example, a privilege statement that may refer to more than one element or area.

For continuing resources:

Notes can be used to link the description of one continuing resource to descriptions of other continuing resources or to the description of a monographic resource. In making links to other continuing resources, the preferred and recommended form of other resource titles to be given in the citation is the key title and ISSN. Where these are not known, the other resource should be cited by title proper or, exceptionally, in a form appropriate to the context for which the ISBD record is being prepared (for example, the heading and title under which the resource appears in the catalogue of the library). In making links to monographic resources, the monographic resource should be cited by title proper and statement of responsibility, if any.

In all instances where a new key title and ISSN are assigned because of a change of continuing resource title, notes giving the history of the resource and the related key title(s) and ISSN are *mandatory*.

For electronic resources:

The notes on system requirements (see 7.0.3) and mode of access (see 7.0.4), in this sequence, precede all other notes

Contents

- 7.0 Specific material note
- 7.1 Notes on the title and statement of responsibility area
- 7.2 Notes on the edition area and the bibliographic history of the resource
- 7.3 Notes relating to material (or type of resource) specific area
- 7.4 Notes on the publication, production, distribution, etc., area
- 7.5 Notes on the physical description area
- 7.6 Notes on the series area
- 7.7 Notes on the contents
- 7.8 Notes on the resource identifier and terms of availability area
- 7.9 Notes on the copy in hand
- 7.10 Other notes

Punctuation pattern

Each note is separated from the next one by a point, space, dash, space (. –). These are omitted, or replaced by a point, when each note is given on a separate line.

Within notes it is recommended, where appropriate, that the prescribed punctuation of areas 1-6 be followed; for example, a title is separated from a statement of responsibility by a space, diagonal slash, space (/).

For continuing resources:

When the key title and ISSN are given in the note area, they are linked by a space, equals sign, space (=); when the title proper and the ISSN are given, the ISSN is preceded by a comma, space (,).

Prescribed source

Any source

7.0 Specific material note

7.0.1 Bibliographic reference note for older monographic resources

A bibliographic reference note is given as the first note. The note contains a citation, given in a standard and abbreviated form, to a description of the resource in a list describing older monographic resources. The note may contain more than one citation.

Examples

- . – References: Hain 7939
- . – References: BMC. II.437
- . – References: STC 14632

- . – References: HR 6471
or
- . – References: Hain-Reichling 6471
- . – References: HR 6471; GW 9101; Goff D-403
- . – References: BMC (XV cent.) II, p. 346 (IB. 5874);
Schramm, v. 4, p. 10, 50, and ill.

The note should always be given for incunabula, and preferably is given in the description of any early printed book.

7.0.2 Frequency statement for continuing resources

A note (*mandatory*) of the frequency of the serial or the frequency of updates to the integrating resource is given when the frequency is not stated in area 1.

Examples

Bimonth
Irregular
Monthly (July-August issues combined)
Continuously updated
Four times each term
Triweekly during the academic year

When the frequency is stated in area 1, it may be repeated in a note if it is necessary to convey some additional information.

Example

Weekly (10 issues each semester)
Title proper: The Mac weekly

Changes in the frequency of a continuing resource may be given in a note.

Example

Quarterly as from 1975, no. 1-

For electronic resources:

7.0.3 Notes on system requirements (*mandatory for direct-access electronic resources*)

System requirements that are conditional for use of the resource are recorded in a note for all direct-access electronic resources when appropriate.

System requirements are given as the first note. These requirements may include one or more technical specifications, usually given in the following order, and preceded by "System requirements:" (or its equivalent in another language and/or script).

Name, model and/or number of machine(s)
Amount of memory
Name of the operating system(s)

Software requirements (including programming language)
Peripherals
Hardware (internal) modifications

Each requirement, other than the first, is preceded by a space, semicolon, space.

When the resource consists of two or more different physical carriers (e.g. a multimedia resource consisting of an electronic disk and a videodisc), a separate system requirements note may be made to highlight distinctive system features associated with each physical carrier. Alternatively, the cataloguing agency may choose to make a single system requirements note for both physical carriers.

Examples

- . – System requirements: Macintosh; at least 1MB; System 6.0.5 or later; HyperCard version 1.0 or later; hard disk drive; videodisc player (Pioneer 2200, 4200, 6000A, 6010A, 8000); RS232 cable connector (from Macintosh to videodisc player)
Editorial comment: Single system requirements note for different physical carriers (electronic disk and videodisc).
- . – System requirements for electronic disk: Macintosh; at least 1MB; System 6.0.5 or later; HyperCard version 1.0 or later; hard disk drive; connector cable (from Macintosh to videodisc player)
Editorial comment: Separate system requirements note for different physical carrier.
- . – System requirements for videodisc: Laserdisc player (Pioneer 2200, 4200, 6000A, 6010A, 8000)
Editorial comment: Separate system requirements note for different physical carrier.
- . – System requirements: Requires BinHex 4.0 to convert binary file
- . – System requirements: 386SX processor or higher; 2M RAM (4M recommended); Windows 3.0 or higher; hard disk with 8M free space; VGA adapter; col. monitor; mouse
- . – System requirements: UNIX workstation with Mosaic software
- . – System requirements: Philips Interactive compact disc (CD-I) player with monitor

7.0.4 Notes relating to mode of access (*mandatory for remote-access electronic resources*)

Mode of access is recorded in a note for all remote-access electronic resources.

Mode of access is given as the second note following the System requirements note (see 7.0.3). It is preceded by "Mode of access:" (or its equivalent in another language and/or script). In the absence of a system requirements note, mode of access is given as the first note.

Examples

- . – Mode of access: Lexis system. Requires subscription to Mead Data Central, Inc.
- . – Mode of access: World Wide Web. URL: <http://www.un.org>
- . – Mode of access: Internet via <ftp://ftp.nevada.edu>
- . – Mode of access: [Gopher://gopher.peabody.yale.edu](gopher://gopher.peabody.yale.edu)
- . – Mode of access: Computer university network
- . – Mode of access: Mikenet

7.1 Notes on the title and statement of responsibility area

7.1.1 Notes on the title proper

7.1.1.1 Translation note

When the work contained in the resource is known to be a translation, the original title of the work is given in a note (see also 1.3.4). When the translation is known to be a translation of a particular edition of a work with its own title, this title is given first and may be followed by the title of the original work translated. When the resource contains several individual works, the translation notes may be included in the contents note.

For notes on the language of the title, see 7.1.2.

Examples

- . – Translation of: La muerte de Artemio Cruz
- . – Translation of: Tajna Ostrva Kirin
- . – Originally published as: Five on Kirrin Island again
- . – Translation of: Gulliver's travels
- . – Original title: Dissertatio physica de natura et remediis fulminum

7.1.1.2 Notes on the source of the title proper

When the source of the title proper is other than the prescribed source of information, the source is given in a note.

Examples

- . – Title from cover
- . – Title from caption
- . – Title from publisher's catalogue
- . – Title from P.L. Phillips' A list of maps of America, p. 502

For nonbook resources:

When the source of the title proper is other than a source permanently associated with the resource (see 0.5), the source is given in a note.

Examples

- . – Title from container
- . – Title from descriptive insert
- . – Title supplied by cataloguer

For electronic resources:

The source of the title proper is recorded in all cases.

Examples

- . – Title from title screen
- . – Title from codebook
- . – Title from container
- . – Title from videodisc label
- . – Title supplied by cataloguer
- . – Title from IFLANET home page
- . – Title from first display of information
- . – Title from TEI header
- . – Title from printout of title screen
- . – Title from subject line of email header

7.1.1.3 Notes giving variant titles

Notes on variations of the title proper are given when considered important to users of the catalogue.

Examples

- . – Spine title: Oliver!
- . – Title proper romanized: Zolotoj telenok
- . – Spine title: Bath Road Acts
- . – Additional title-page title: To the English gentry
- . – Spine title: Klavierstücke
- . – Title proper romanized: Kartinki s vystavki
- . – Sleeve title: William Shakespeare, 1564-1964
- . – Title transliterated: Leningrad : na Maloi Neve
- . – Title in left margin: Ville de Aix-les-Bains, Savoie
- . – Cover title: Schweinfurt Stadtplan
(*Title proper on map is: Stadt Schweinfurt*)
- . – Title varies: 1921-1924, Official road map of metropolitan district; 1930-1941, Greater metropolitan district ; 1950-1963, Official road map New York and vicinity
(*Most recent sheets have title: New York City and vicinity*)
- . – Title on codebook: New Democratic Party of Ontario, 1967
- . – Title on container: Interactive cells
- . – "Personal finances and other applications" - Second title screen
- . – HTML title: CyberMedia
- . – File name: DUB.1
- . – Journal of the House of Representatives of the United States
Note: At head of title: Bizmap navigator
- . – Singapore yellow pages with electronic maps
Note: Some issues have also title in German: Hobbes OS/2 archiviert
- . – Hobbes archived OS/2
Note: Title bar title: Antarctic Meteorology Research Center home page

For electronic resources:

A locally assigned file name (see 7.10).

7.1.1.4

When the title proper consists of or includes a set of initials or an acronym (see 1.1.3.3), a note on the variant or expanded form, taken from a source other than the title page of the resource may be given (see 1.4.3).

Examples

Title proper: IRLS

Note: Expanded form of title proper: Interrogation recording and location system

Title proper: K. en E.

Note: Expanded form of title proper: Kantoor en efficiency

When the title proper consists of or includes numbers (see 1.1.3.5), a note on the expanded form may be given.

Examples

Title proper: Le 01

Note: Expanded form of title proper: Le zéro un

7.1.1.5 When the title proper consists solely of the name of a corporate body, a note of descriptive information taken from outside the resource may be given (see 1.1.3.2).

Example

Title proper: City Theatre

Note: Programme of performances for the season

7.1.1.6 For continuing resources: Changes to the title proper

7.1.1.6.1 Serials. Major changes to the title proper of serials require a new description. For notes on major changes to the title proper of a serial resulting from or leading to changes in its bibliographic history, see 7.2.

Notes on *minor* changes to the title proper that occur after the first or earliest issue or part are given together with the numbering of the respective issues or parts, when necessary for identification of the serial or otherwise considered important to users of the catalogue. Alternatively, a note that the title proper varies is given (see 1.1.7). A general note may be given when scattered issues or parts have a different title proper.

Examples

Issues for 1999- have title: Annual report on pipeline safety
(*Title proper of earliest issue:* Annual report of pipeline safety)

Issues for Jan. 1928-July 1952 have title: The magazine antiques; issues for Aug. 1952-Feb. 1971 have title: Antiques; issues for Mar. 1971- have title: The magazine antiques.
(*Title proper of earliest issue:* Antiques)

Some issues have title: Viet-Nam bulletin
(*Title proper of earliest issue:* Vietnam bulletin)

Some issues have title: SLIS newsletter
(*Title proper of earliest issue: Newsletter*)

Vols. for 1995- have title: Tax strategies for corporate acquisitions, dispositions, spin-offs, joint ventures, financings, reorganizations, and restructuring (varies slightly)
(*Title proper of earliest issue: Tax strategies for corporate acquisitions, dispositions, spin-offs, joint ventures and other strategic alliances*)

Issues for Oct.-Dec. 1995-- have title: African woman & health
(*Title proper on earliest issue: African women & health*)

Title varies slightly

7.1.1.6.2. Integrating resources. Notes are made on earlier titles of the same resource (see 1.1.7).

Example

Title history: Australian industrial safety, health & welfare, 1979-Mar. 1996
Former titles: Euroinfo international (viewed on May 10, 1998); Telephone directories international (viewed on Sept 9, 1999)

7.1.2 Notes on the nature, scope, literary or artistic form, purpose or language of the resource

7.1.2.1 A note on the form is necessary only if the form cannot be inferred from other elements of the description.

Examples

- . – Play in 3 acts
- . – Thesis (M.A.)—Johns Hopkins University
- . – Dissertation - Universität Tübingen

For notated music resources:

The musical form and/or medium of performance of the resource may be given in a note.

Examples

- . – Opera in 3 acts
- . – English madrigals
- . – 2 pieces for guitar
- . – For string orchestra or string quartet
- . – For 4-6 voices

For nonbook resources and electronic resources:

The genre or other intellectual category to which the resource belongs may be given in a note.

Examples

- . – Comedy in two acts
- . – Documentary production
- . – Historical time-chart
- . – Interactive adventure game
- . – Spreadsheet, with word processing and graphics capabilities
- . – Simulation model of the U.S. economy structured after the Wharton Econometric Model
- . – Combined time series analysis and graph plotting system
- . – Gray-scale image processing program

7.1.2.2 Notes on language

A note on language is necessary only if the linguistic content is significant and the language of the content cannot be inferred from other elements of the description.

- . – German text.
- . – Legend in English, French and German (*Title proper is in Dutch*)
- . – Except for the title and “La mer du Nord” the map is in English
- . – Legend in 12 languages
- . – French. Cover title in French, German and Italian. Legend in French, German, Italian, English and Dutch
- . – Text in Greek, English and German. Place names in Greek and romanized Greek.
- . – Text in English and French
- . – Preface in Danish and English

For nonbook resources and electronic resources:

When the work contained in the resource is a translation or adaptation, a note may specify the language used in the resource and indicate its relationship to other resources.

Examples

- . – Commentary spoken in English
- . – Dubbed into English
- . – French dialogue, English sub-titles
- . – Based on the book of the same title by Ludwig Bemelmans
- . – Based on: The treasure of Franchard / by Robert Louis Stevenson
- . – In German
- . – Screen displays in French and English
- . – Adaptation of: Draculus. 1994

7.1.3 Notes on parallel titles and parallel other title information

Parallel titles and parallel other title information appearing on the prescribed source of information may be given in a note when they are not recorded in area 1.

Examples

- . – Parallel titles in ten languages
- . – Issues for July-Aug. 1962--Sept.-Oct. 1966 have parallel title in Chinese: Wen hua
- . – Issues for Oct. 1975- have parallel title in English: The half-yearly law review

(English parallel title on earlier issues: Law quarterly review)

- . – Parallel titles in four languages
- . – Parallel title (from container): The four seasons
- . – Other title information (from container): Songs of redemption
- . – Other title information (from container): Gaining financial independence
- . – Parallel title (from title screen): Les techniques de la prévision à court terme

Parallel titles and parallel other title information appearing elsewhere on the resource but not on the title page may be given in a note (see 1.3.5.3, 1.4.4.6.1).

Example

- . – Parallel title in Spanish on verso of title page

For continuing resources:

When the parallel titles and statements of other title information vary in the course of the publication of the serial, notes on the successive parallel titles and/or statement of other title information are given together with the numbering of respective issues or parts when considered important to users of the catalogue; alternatively, a note that parallel titles and/or parallel other title information vary may be given (see 1.3.5.5 and 1.4.4.9). For integrating resources, the latest parallel title and statement of other title information may be given in area 1, and earlier information (including the lack of parallel title(s) on earlier iterations) is given in a note when considered important to users of the catalogue (see 1.3.5.5, 1.4.4.9).

7.1.4 Notes on the statements of responsibility

These may include statements of responsibility taken from outside the resource, its container or accompanying textual matter, notes on variant or expanded forms of names of persons or corporate bodies, notes on pseudonyms, notes on persons or corporate bodies connected with the work that cannot be included in other areas of the description (because, for example, their function is not specified) and notes on persons or corporate bodies connected with previous editions but not with the edition in hand.

Examples

- . – Attributed to Jonathan Swift
- . – Drawings by Gordon Davey
- . – Translated from the author's unpublished manuscript
- . – Full name of author: Mignon Good Eberhart
- . – At head of title: Dept. of Defence
- . – Previous editions by Norman Smythe
- . - Issues [1]- compiled by: Truong Ky
- . – Attributed to Blaeu by C. Koeman in: *Atlantes Neerlandici*, vol....., p...
- . – By ... from the declaration of copyright deposit
- . – Prepared by State Highway Dept. 1925-1948; prepared by General Drafting Co. 1949-1955; prepared by Engineering Services 1965; prepared by National Survey 1961-1962; prepared by State Highway Dept. 1963-1969; prepared by Dept. of Transportation 1970-
- . – "Ground control was supplied by U.S. Coast and Geodetic Survey"

- . – "Plotted ... by G. Petrie and D.P. Nicol, University of Glasgow, 1965. Field reconnaissance, 1962, and geomorphological interpretation by R.J. Price as part of Project No. 1469 of the Institute of Polar Studies, the Ohio State University"
- . – Previous editions by ...
(*This type of note should be restricted to a clear change in the person or corporate body, not merely a change in the form of name of the person or corporate body*)
- . – Previously published under the name Joseph Haydn
- . – Drawings by Inigo Jones
- . – Real name of author: Alexander Wolcot
- . – Previously published under the initials J.S.
- . – Attributed to Thomas Dekker
- . – Label on container reads: The Schools Council
- . – Data collected in collaboration with Christiane Klapisch, École pratique des hautes études, Paris
- . – Animated by Gary Simski ; consultation provided by Micro Industries
- . – Systems designer, Henry Letow ; sound, LF Acoustics
- . – Label on container reads: Arizona Arts and Science Council
- . – Content developed by Charles Lytle and William Surver ; videodisc and HyperCard stack design by J. Mark Turner ; HyperCard stack programming by Helen Brooks
- . – Presenter and essayist: Alan Rich
- . – Programmer, Leslie Olfson ; reference manual, Jean Fakourey
- . – Full name of producer: Jason A. Delaire

Statements of responsibility relating to appendices and other supplementary matter appearing on the resource but not on the prescribed source of information may be given in a note (see 1.5.4.4).

When the statement of responsibility has been obtained from a source other than the prescribed source of information, the source from which such a statement has been obtained may be given in a note.

Examples

- . – Author statement taken from title page verso
- . – Composer statement taken from title-page verso

For older monographic resources:

Notes are given on the original position on the title page of statements of responsibility transferred to the stipulated position.

Examples

- . – Author's name at head of title page

For continuing resources:

Notes are given on statements of responsibility that do not apply either to the title proper or to any of the parallel titles (see 1.5.5.11.1).

Examples

Title proper: Journal of the Professional Institute

Note: Full name of the institute: Professional Institute of the Public Service of Canada

Title proper: IRTU

Note: Expanded form of title proper: International Road Transport Union

For nonbook resources:

Also included are notes on the staging, instrumentation, etc., of performed works.

Examples

- . – Played on an 1841 Erard concert grand
- . – Special performance to mark the bi-centenary of Schiller's birth
- . – Adaptation, Louis Daquin and André Cerf ; dialogue, Roger Vaillant ; music, Jean Wiener ; sound, Lucien Legrand ; decor, Paul Bertrand ; Madeleine Robinson (Julie Moret), Albert Préjean (Leon Bouquiquant), Roger Pigaut (Pierre Bouquiquant), Jean Vilar (The Priest)

For electronic resources:

Notes are given on persons or bodies connected with the technical production, administrative and consulting functions of the work.

7.1.4.1 Changes in statements of responsibility

Multipart monographic resources. Notes on changes to the statement of responsibility that occur after the first or earliest part are given when necessary for identification of the multipart monographic resources or otherwise considered important to users of the catalogue.

Serials. Notes on changes to the statement of responsibility, including minor changes to the form of name of a corporate body, that occur after the first or earliest issue or part are given when necessary for identification of the serial or otherwise considered important to users of the catalogue. Changes to the form of name of a corporate body to be considered *minor*¹⁶ include, for example, *where linguistically applicable*:

articles, prepositions and conjunctions are substituted, added or deleted;
spelling or punctuation is changed without affecting meaning;
inflection of a word is changed, for example, from singular to plural form;
order of elements in the name is changed.

Integrating resources. Notes on earlier statements of responsibility no longer present on the current iteration, or that appeared in a different form on an earlier iteration, are made when considered important to users of the catalogue. If the changes have been numerous, a general note may be given.

e.g. Editor varies

7.2 Notes on the edition area and the bibliographic history of the resource

These notes may include the source of the edition statement and details of the resource's relationship to other resources and to other editions, including the previous publication of reprints or reissues (see 4.0).

Notes on preceding/succeeding works, supplements, etc., are given when the relationship is such that the use or understanding of the resource described is dependent on knowledge of the related resource. A note on the related resource is also given when the resource described contains a revision.

Examples

- . – Originally published: London : Collins, 1967
- . – Previously published as: The players of Null-A, London : Dodson, 1970 ; originally published as: The pawns of Null-A, New York : Street and Smith, 1948
- . – Offprint from: Physical review ; 2nd series, vol. 70, no. 5-6, September 1 & 15, 1946
- . – Facsimile reprint of 4th edition: Amsterdam : s.n., 1670. Vol. 1, 2nd ed. Vol. 2, 3rd ed. Vol. 3, 2nd ed.
- . – First edition: London : J. Tonson, 1747
- . – Facsimile reprint of the first edition: St. Omer : [s.n.], 1610
- . – Első kiadás
- . – Reprint of the second edition: London : [s.n.], 1760
- . – Copied from ...
- . – Based on ...
- . – Facsimile reprint from a ms. original in the National Map Collection, Public Archives of Canada
- . – Reprod. from the map published by Nicolas Berrey in Paris 1663
- . – Reprod. of: Johannis Hevelii Uranographia totum coelum stellatum. Gedani, 1690
- . – Cited in David McNeely Stauffer's American engravers upon copper and steel as appearing in the Pennsylvania magazine, June, 1775
- . – Copy of original in Archivo General de Indias, Sevilla
- . – "Information from official map reproduced under Government Printer's Copyright No. 4219 on 9/10/69"
- . – Edition statement from title-page verso
- . – Originally published, Leipzig : Breitkopf & Härtel, 1889
- . – Facsimile reprint of the first edition, Vienna : Österr. Bundesverlag, 1894
- . – Formerly available as: CAS 675
- . – Revised version of the filmstrip issued in 1969 under title: Maps and atlas survey
- . – Edited version of 1972 motion picture entitled: The miracle of Bali : a recital of music and dancing
- . – Originally issued in 1965

7.2.1 Source of the edition statement

For older monographic resources:

When edition information has been obtained from a source other than the title page, the source from which such information has been obtained is given in a note.

Example

- . – Edition statement from colophon

For continuing resources:

Notes on the edition area and on the bibliographic history of the resource may include notes on the source or the nature of the edition statement (see 2.1.2).

A note (*mandatory*) is given on the regular revision of a continuing resource.

Example

Revised edition issued every 6 months

A note on the statement of responsibility relating to the edition and taken from outside the continuing resource may be given.

For electronic resources:

Notes on the source of the edition statement (*mandatory*)

The source of the edition statement is recorded whenever it differs from the source of the title proper.

Examples

- . – Ed. statement from booklet
- . – Ed. statement from disk label
- . – Ed. statement from information at end of resource

7.2.2 Changes to the edition area: for continuing resources

7.2.2.1 Serials. Changes in edition statements that occur after the first or earliest issues or parts are given in a note when considered important to users of the catalogue (see 2.1.5).

7.2.2.2 Integrating resources. Earlier edition statements that are no longer present on the current iteration or that in a different form on an earlier iteration are given in a note when considered important to users of the catalogue (see 2.1.5).

7.2.3 Notes on the bibliographic history of the resource

7.2.3.1 For electronic resources

These may include indication of the frequently changing contents of a remote-access electronic resource.

Examples

- . – Frequently updated; Last update: 2/18/97
- . – Updated weekly
- . – Continuously updated; Version 7 dated: May 5, 1997

These include details of the resource's relationship to other resources and to other editions, including reissues. A note on the related resource is also given when the resource described contains a revision.

Examples

- . - Program first issued by Educational Software in 1994
- . - Electronic version of the print publication issued in 1989

- . - Formerly: German Embassy study
- . - Earlier parts of text published in 1984 and 1987 are digitised and made available online
- . - Replicates survey conducted in 1993 by author
- . - "Multimedia Master version of the original 1985 two videodisc version" - Container
- . - Based on: Health interview survey 1996

The following dates may be given when they are relevant to the content, use or condition of an electronic resource.

- date(s) covered by the data content
- date(s) when the data were collected
- date(s) of supplementary files and accompanying material not described separately

Examples

- . – New England sermons, 1802-1918
- . – Interview wave I: Apr. 1991; wave II: Jan. 1992
- . – Data are representative of the 1990 census
- . – Data collected in May and June, 1995
- . –Supplementary files for sophomore and senior cohorts from 1993-1995
- . – Manual dated 1994

7.2.3.2 For continuing resources

Bibliographic history. Details of the bibliographic history of the resource may be given if required, together with the numbering showing the link with other resource(s):

- e.g. Rev. ed. of: Mental capacity : medical and legal aspects of the aging.
1977

7.2.4 Relationship to other continuing resources

Details of the resource's relationship to other resources and to the other editions of the resource, including the previous publication of reprints or reissues, are given as follows:

7.2.4.1 Translations

When the resource is known to be a translation of another resource and is appearing subsequent to the publication of that resource, the first note, (*mandatory*) other than for electronic resources in area 7 is the title (or, where appropriate, the key title and ISSN) of the original continuing resource given in the form shown in the following (see also 7.1.1.1):

Example

- Soviet radiochemistry
Note: Translation of: Radiohimiâ = ISSN 0033-8311

For editions of a resource appearing simultaneously in different languages, see 7.2.4.3.

7.2.4.2 Reproductions

When the resource is an exact reproduction of another resource—for example, a facsimile reprint or other photographic (or micro-) reproduction of a printed title, a sound cassette copy of a sound disc, a videotape reproduction of a motion picture, a digitized version—a note (*mandatory*) is given that the resource is a reproduction (see 2.1.1, 3.3.10, 4.0). The title of the original resource, when different from the title of the reproduction, the original place(s) of publication and the name(s) of the publisher(s) are given; the frequency of the original continuing resource may also be given.

Examples

Le banquet. – Reprod. [en fac-sim.]. – No 1 (mars 1892)-no 8 (mars 1893). – Genève : Slatkine, 1971. – 23 cm

Note: Reprint of the monthly publication, Paris : Librairie Rouquette

Le pianiste : [journal spécial, analytique et instructif]. – [Reprod. en fac-sim.]. – 1 (1833/34)-2(1834/35). – Genève : Minkoff, 1972. – Portr. ; 31 cm

Note: Reprint of the monthly, later bimonthly, publication, Paris : H. Lemoine

7.2.4.3 Resources with different editions

When the continuing resource is one of two or more editions differing in partial content and/or language, the name of the other edition(s) is given. If the name of the other edition(s) is not readily available, a general note is made. If a continuing resource is published in more editions than can be named conveniently, a general note is made.

Examples

Note: Also published in Early edition, 2-star edition, and 3-star edition

Editorial comment: Title being described is Final edition

Note: Also published in National edition

Editorial comment: Title being described is City edition

Note: Edition statement applies to program listings

Editorial comment: Published in multiple editions with identical editorial material; program listings apply to specific geographic areas

Note: Numerous editions

Note: Also appears in French and German

Note: English edition of: Bulletin critique du livre français = ISSN 0007-4209

Editorial comment: Title proper: New French books

Note: Issues 46- also available online

7.2.4.4 Continuation

When the continuing resource is the continuation of a previously published continuing resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the *previous* resource is given in the form:

Continues:

Example

Pointer

Note: Continues: Monthly Scottish news bulletin = ISSN 0307-5273

When the continuing resource being described is continued by a subsequently published continuing resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the *subsequent* resource is given in the form:

Continued by:

Example

Report of the General Manager for the year ... / presented to the Glasgow Corporation Transport Committee

Note: Continued by: Annual report of the General Manager – Transport Department, Glasgow Corporation = ISSN 0308-4140

7.2.4.5 Merger¹⁷ (see also 7.2.4.7)

When the continuing resource is the result of a merger of two or more previously published continuing resources, a note (*mandatory*) of the titles (or, when applicable, the key titles and ISSNs) of the *previous* continuing resources is given in the form:

Merger of: ; and of:

Examples

Journal of applied chemistry. Abstracts

Note: Merger of: British abstracts. B 1, Chemical engineering, fuels metallurgy, applied electrochemistry and industrial inorganic chemistry = ISSN 0365-8740; and of: British abstracts. B 2, Industrial organic chemistry = ISSN 0365-8929

Nordia tiedonantoja / Oulun yliopiston maantieleen laitos

Note: Merger of: Nordia tiedonantoja. Sarja A = ISSN 0359-2510; and of: Nordia tiedonantoja. Sarja B = ISSN 0359-2529

Editorial comment: ISSN 1238-2078 = Nordia tiedonantoja (1995)

Berner Zeitung

Note: Merger of: Emmenthaler Blatt; and of: Neue Berner Zeitung

When the continuing resource being described has merged with one or more previously published continuing resources to form a new continuing resource, a note (*mandatory*) of the title(s) (or, when applicable, the key title(s) and ISSN(s)) of the additional merging continuing resource(s) and the *subsequent* new continuing resource is given in the form:

Merged with: ; to become:

Examples

Transactions / British Ceramic Society

Note: Merged with: Journal of the British Ceramic Society = ISSN 0524-5133; to become: Transactions and journal of the British Ceramic Society = ISSN 0307-7357

Revista de actualidades, artes y letras

Note: Merged with: Gran vía; to become: Revista Gran vía de actualidades, artes y letras

Nordia tiedonantoja. Sarja A

Note: Merged with: Nordia tiedonantoja. Sarja B = ISSN 0359-2529; to become: Nordia tiedonantoja (1995) = ISSN 1238-2078

Editorial comment: ISSN 0359-2510 = Nordia tiedonantoja. Sarja A

Euro centre Suisse

Note: Merged with: L'exportation en pratique; to become: Commerce extérieur Suisse

7.2.4.6 Split or separation¹⁸

When the continuing resource being described is a new resource resulting from the split of a continuing resource into two or more continuing resources, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the *previous* continuing resource (which has been split) is given in the form:

Continues in part:

Example

Proceedings / Institution of Mechanical Engineers. Part 2

Note: Continues in part: Proceedings – Institution of Mechanical Engineers = ISSN 0020-3483

Details of other continuing resources resulting from the split may also be given.

In the description of a continuing resource that splits into two or more continuing resources, a note (*mandatory*) of the titles (or, when applicable, the key titles and ISSNs) of the *subsequent* continuing resources is given in the form:

Split into: ; and into:

Examples

Comparative biochemistry and physiology

Note: Split into: Comparative biochemistry and physiology. A, Comparative physiology = ISSN 0300-9629; and into: Comparative biochemistry and physiology. B, Comparative biochemistry = ISSN 0305-0491

Nordia tiedonantoja / Pohjois-Suomen maantieteellinen seura

Note: Split into: Nordia tiedonantoja. Sarja A = ISSN 0359-2510; and into: Nordia tiedonantoja. Sarja B = ISSN 0359-2529

Editorial comment: ISSN 0356-0686 = Nordia tiedonantoja (1970)

When the continuing resource has separated from another continuing resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the continuing resource of which it was a part is given in the form:

Separated from:

Example

Jeugdboekengids

Note: Separated from: Boekengids

7.2.4.7 Absorption (see also 7.2.4.5)

When the continuing resource has absorbed other continuing resource(s) while retaining its own title, a note (*mandatory*) of the title(s) (or, when applicable, the key title(s) and ISSN(s)) of the *absorbed* continuing resource(s) is given in the form:

Absorbed:

Examples

Philosophical magazine

Note: Absorbed: Annals of philosophy = ISSN 0365-4915

Notizie economiche UBS

Note: Absorbed: Panorama congiunturale

When the continuing resource being described has been absorbed by another continuing resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the *absorbing* continuing resource is given in the form:

Absorbed by:

Examples

Marketing forum

Note: Absorbed by: Quarterly review of marketing = ISSN 0307-7667

Le cultivateur de la Suisse romande

Note: Absorbed by: Journal d'agriculture suisse

The date the absorption occurred is included in the note when considered important to users of the catalogue.

Examples

Philosophical magazine

Note: Absorbed in 1827: Annals of philosophy = ISSN 0365-4915

Marketing forum

Note: Absorbed in 1975 by: Quarterly review of marketing = ISSN 0307-7667

7.2.4.8 Continuing resources with supplements, inserts/insets

When the continuing resource being described has supplement(s) and/or inserts/insets, a note of the title (or, when applicable, the key title(s) and ISSN(s)) of the supplement(s) and/or inserts/insets may be given.

Examples

Numismatic chronicle

Note: Supplement: Journal of the Royal Numismatic Society = ISSN 0307-8019

Der Kreis = Le cercle = The circle

Note: Supplement: Das kleine Blatt

When these supplements are numerous, a general note about their existence may be given.

Examples

Note: Eighth-10th eds. updated by quarterly and annual cumulative supplements

Note: Numerous supplements

7.2.4.9 Supplement to or insert/inset in:

When the continuing resource is a supplement or insert/inset of another continuing resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the main continuing resource is given (see also 1.1.5.2).

Examples

Advances in physics

Note: Supplement to: Philosophical magazine = ISSN 0031-8086

La lettre du maire (Paris). Textes et documents

Note: Supplement to: La lettre du maire = ISSN 0395-0182

Das kleine Blatt = La petite feuille = The leaflet

Note: Supplement to: Der Kreis

Action transport

Note: Inset in: Transport public = ISSN 0249-5643

7.2.4.10 Series with subseries

When the serial is a series that has subseries with independent titles, a note of the title(s) (or, when applicable, the key title(s) and ISSN(s)) of the subseries published within the series may be given.

Example

Documentos de la Facultad de Filosofía, Letras y Ciencias

Note: Subseries: Cuadernos de geohistoria regional; Cuadernos de investigación social

When these subseries are numerous, a general note about their existence may be given.

Example

Note: Numerous subseries

7.2.4.11 Subseries

When the serial being described is a subseries, details of the main series are given in area 6 (see Series statement) and not in area 7.

7.2.5 Other relationships

Notes on particular relationships between one resource and other resources may be given, provided that the nature of the relationship, the title(s) (or, when applicable, the key title(s) and ISSN(s)) of the other continuing resource(s) are specified.

When two or more resources are published together, each resource is described separately; a note may be given with each description stating that two or more are published together.

Examples

La sucrerie belge ...

Note: Published with: Sugar industry abstracts

Sugar industry abstracts ...

Note: Published with: La sucrerie belge

Newsletter / Friends of Driftwood Public Library

Note: Vol. 4, no. 1- published in: Driftwood Public Library gazette

Editorial comment: Earlier issues published separately

7.3 Notes on the material or type of resource specific area

7.3.1 For notated music resources: notated music/music format statement

These may include peculiarities or variations among the different parts of a resource.

Example

. – Solo piano part lacks printed music specific statement

7.3.2 For cartographic resources: general notes related to the mathematical data

Examples

. – "This map is constructed by using a special projection system which gives a perspective effect while the immediate lake area remains in scale"

. – Scale of original 1:1 300 approx.

(For an enlargement of an aerial photograph)

- . – Oriented with north to right
- . – Prime meridians: Ferro and Paris
- . – Scale departure graph: 'Statute miles Mercator projection'

7.3.2.1 For celestial charts, the first note of the mathematical data area is the note on magnitude. The "limiting magnitude" is expressed followed by a number that may reach a maximum of 22. Its equivalent in another language and/or script is used as appropriate.

Example

- . – Limiting magnitude 3.5

7.3.2.2 For photography and remote sensing imagery, the first note of the mathematical data area is the note pertaining to this type of resource.

Examples

- . – f6.016 inches, alt. (orig.) 8 000 ft
(For an enlargement of an aerial photograph)
- . – f5.944 inches, alt. 12 000 ft
- . – MSS Bands 3 and 4
(For remote-sensing image)

7.3.2.3 Notes not included in area 3 such as on digital graphic representation may include details of digital graphic representation method, e.g. indirect reference method (i.e. types of geographic features, addressing schemes, or other means through which locations are referenced) and topology level, geospatial reference data (coordinate system, geodetic datum) with additional information on its data quality, layer structure, format of delivery, geodesy, etc.

7.3.2.3.1 The data type (e.g. raster, vector, point), the object type (e.g. point, line, polygon, pixel), the number of objects used to represent spatial information and the format name (e.g. digital transfer information) may be given for an electronic resource.

7.3.2.3.2 Data type. Identify the direct reference method (i.e. the system of objects) used to represent space in an electronic resource (e.g. raster, vector, point).

7.3.2.3.3 Object type. Indicate the specific type of point, raster, and/or vector object type(s) used in an electronic resource. Separate multiple types by a comma.

7.3.2.3.4 Object count.

7.3.2.3.5 Point/vector count. Give the number of point or vector objects or each type of object used in an electronic resource.

7.3.2.3.6 Raster object count. Give the number of rows x columns x voxels (vertical) in a raster electronic resource. Row and column count are used for rectangular raster resources. Voxels are used with rectangular volumetric raster resources.

7.3.2.3.7 Format. Indicate the format name and version in which an electronic resource is stored.

Examples

Point : entity point
Vector : network chains, non-planar graph
Raster : pixel
Raster : pixel ; TIFF
Vector : point, line, polygon ; ARC/INFO export, version 1.0
Vector : edge (70)

7.3.2.3.8 The resolution for electronic resources may be recorded, expressed as the size in metres of the smallest feature that is discernable in the data (usually pixel size or vertex spacing).

Examples

.- Resolution: 1 pixel = 20 m
.- Resolution: minimum adjacent vertex spacing: 5 m ground distance

7.3.3 For continuing resources: notes on numbering

7.3.3.1 Details of numbering that have not been given in area 3 may be given in a note; alternatively, the reason for omission of such details in area 3 may be given (see 3.3).

Examples

Note: Suspended 1939-1945
Note: Unnumbered series

7.3.3.2 When the description is made from an intermediate issue or part of the serial, a note on the numbering of the first issue or part may be given. If the serial has ceased publication, but the last issue or part is not available at the time the description is made, a note on the numbering of the last issue or part may be given (see 3.3).

Examples

Note: Began with: Vol. 1, no. 1 (1972)
Note: Ceased with: Vol. 1, no. 6 (Oct. 1974)
Note: Began with: No. 1, published in 1968
Note: Ceased with vol. for 1982
Note: Began with: Vol. 1, no. 1 (May 1974); ceased with: Vol. 1, no. 6 (Oct. 1974)
Note: Began in 1962 and ceased in 1975.

7.3.3.3 When describing a supplement or insert/inset dependent on the main serial, a note on the numbering of the main serial may be given (see 3.3.9).

Example

Title proper: Külpolitika. English-language supplement

Note: No. 1 (1983) of the supplement corresponds to 10. évf., 1. sz. (1983) of the main publication

Editorial note: In area 3: No. 1 (1983)

7.3.3.4 Notes are also made on any complex or irregular numbering not given in the numbering area, or on any other numbering peculiarities considered important to users of the catalogue (see 3.3).

Examples

Note: Vol. 29, no. 3-vol. 39, no. 2 omitted in numbering

Note: Numbering begins with no. 1 each year

7.4 Notes on the publication, production, distribution, etc., area

7.4.1 These may include details of other publishers, producers or distributors of the resource, notes on variant publication, production or distribution, etc., information, irregularities, and additional dates.

Examples

- . – Also published in Colombo by Ceylon University Press
- . – Original publication statement covered by label that reads: Humanitas-Verlag, Zürich
- . – Publisher named in privilege statement as Sulpice Sabon
- . – Colophon bears the date 1723
- . – The date is given in the form of a chronogram
- . – Entered in the Stationers' Register, 22 July 1587
- . - Vol. 4 published in 1939, vol. 5 in 1946
- . – Also published by ...
- . – Original imprint covered by label which reads: C.F. Peters, Frankfurt, London, New York
- . – From recordings made between 1953 and 1968
- . – Cop. 1954, 1957, 1962, 1968
- . – Distributed in the UK by EAV Ltd., London
- . - Imprint on label attached to container: Taftville (Conn.) : MCD Software Associates
- . - User's manual distributed by the American Political Science Association, Washington, D.C.
- . - Disk label has date: cop. 1992
- . - Cop. 1989, 1992
- . – Limited edition of 500 numbered copies
- . – Produced as an advertisement for Bell Telephone Company
- . – Date of information `based on aerial photography flown in 1950 and 1951'
- . – Based on 1961 statistics
- . – "Map based on uncontrolled aerial photography flown 1972. Map field checked 1973"

For older monographic resources: When publication, production, distribution, etc., information has been obtained from a source other than the title page, the source from which such information has been obtained is given in a note.

Example

- . – Publisher's name from colophon

7.4.2 For continuing resources and multipart monographic resources: changes to the publication, production, distribution, etc., area

7.4.2.1 Serials and multipart monographic resources. Changes in the place of publication and/or the name of the publisher that occur after the first or earliest issue or part are given in a note, together with the numbering of the respective issues, when considered important to users of the catalogue. Where numerous changes have occurred, a general statement may be given (see 4.1.17, 4.2.15).

Examples

Note: Published: Redwing [sic] (Minn.), 1864-1865; Le Sueur (Minn.), 1865

Note: Publication statement varies

7.4.2.2 Integrating resources

Earlier places of publication and/or names of publishers that are no longer present on the current iteration, or that appeared in a different form on earlier iterations, are given in a note, when considered important to users of the catalogue (see 4.1.17, 4.2.15).

Example

Note: Published: New York : McGraw-Hill, 1974-1975; South Hackensack (N.J.) : F.B. Rothman, 1976-1978

7.5 Notes on the physical description area

These may include additional physical description of the resource supplementing the formal statement given in area 5, and statements on particular physical peculiarities.

Examples

- . – Versos of leaves blank
- . – Leaves printed on both sides
- . – Volumes numbered: 1, 2A, 2B, 2C, 3
- . – Pages also numbered 321-401
- . – Map on lining paper
- . – Illustrations coloured by hand
- . – Printed on acid-free paper
- . – Tête-bêche format
- . – Bound in boards with a spine label reading: Poems of Gay
- . – Title page printed in black and red
- . – Watermark: C & I Honig
- . – In envelope, with title on flap
- . – Imperfect: Eastern portion and southwest corner wanting
- . – Optional cello part included
- . – Disc impressed on rectangular surface, 20 x 20 cm

For older monographic resources:

The number of lines to the page and the type used are given if these aid identification of the printer or are important to users of the catalogue.

Example

- . – 24 lines per p.; type 24G

Details of signatures may be given.

Examples

- . – Signatures: a-v⁸, x⁶
- . – Signatures: A-G⁸, H⁴ (-H4)

For nonbook resources:

These may also include notes on variations in format or duration occurring within the units constituting a resource, notes on the availability of a resource in alternative formats, notes on characteristics peculiar to special categories of material, notes on mounts, stands, containers, etc., notes on equipment requirements, notes on the relationship between distinct categories of material in a single resource and notes on minor accompanying material.

Examples

- . – Sheets measure 24 x 48 cm, 16 x 42 cm, 16 x 28 cm
- . – Printed area measures 30 x 46 cm
- . – Height when mounted: 114 cm
- . – Animated transparencies for use with the Photo Motion Activator
- . – Visible using an incandescent bulb
- . – Projected by means of a laser beam
- . – Electronically adapted to simulate stereo
- . – Synchronized to USPEC 2 standard
- . – Synchronized by means of Philips N2209/LFD3442 pulses
- . – Available in 8 mm or 16 mm versions
- . – Also issued as glass slides
- . – Text of the poems printed on sleeve

For continuing resources:

Changes in the dimensions of a printed resource may be recorded, giving the smallest and the largest size connected by a hyphen. Notes also are made on earlier physical details that are no longer present in the current iteration of an integrating resource, when considered important to users of the catalogue,. They may also include a note on accompanying material if this is not a regular feature of the resource

Examples

Note: 21-30 cm

Note: Beginning with vol. 9, no. 1 (Jan. 1970) height is 38 cm

Note: Issued in 2 vol., 8th ed.-10th ed.; in 3 vol., 11th ed.-15th ed.; in 4 vol., 16th ed.-20th ed.; in 5 vol., 21st ed.-

For electronic resources:

Included are notes on physical aspects relating to sound and colour of a resource available by remote access.

These may include additional information about type and extent of resource, and notes on other resource characteristics.

Examples

- . – Resource size: 100, 300, 220, 500 statements
- . – Resource size: 600, 12,000, 1613, 1000 records
- . – Resource size unknown
- . – Resource size varies
- . – Program can handle up to 2000 records
- . – Maximum record size: 2800 bytes
- . – File structure: Hierarchical
- . – Number of variables: 960
- . – Number of routines: 102
- . – Computerized resource of 3000 records

These may also include notes on variations in physical carriers, notes on the availability of a resource in an additional medium or in different machine or system versions, notes on the physical display of data, notes on the recording characteristics of a resource, notes on containers, notes on the relationship between distinct categories of material in a single resource and notes on accompanying material for resources not described in area 5 and for resources issued with a resource available by remote access.

Examples

- . – Digital and analog tracks in English and German
- . – Also issued for IBM PC and PC compatibles
- . – Available in ASCII and PostScript versions
- . – Container: 32 x 36 x 16 cm
- . – Sound cassette in stereo
- . – A few programs have sound
- . – Still images compressed using JPEG
- . – Also available on the Internet
- . – Documentation: Comprehensive occupational health nursing preparation / principal investigator, Daniel Murphy.
- . – Houston, TX : Data Health Nursing Publishers, cop. 1994. ISBN 0-87301-605-6
Editorial comment: Accompanying material for a remote-access electronic resource.
- . – Recorded on 9 tracks of tape

7.6 Notes on the series area

These may include notes giving information about series in which the resource has been issued (see area 6) and notes on series editors.

Example

- . – Main series: Department of State publication
- . – Main series numbered 244

- . – Editor of the series: Samuel Johnson
- . – ISSN of main series: ISSN 0342-2259

These may include notes naming the series in which the resource was previously issued or in which some but not all of the parts were published.

Examples

- . – Originally issued in Environmental science series
- . – Vol. 2 issued as vol. 39 of ...

For older monographic resources:

When series information, other than an ISSN, has been obtained from a source other than the title page, the source from which such information has been obtained is given.

Example

- . – Series statement from verso of title page

For continuing resources:

7.6.1 When in the course of publication of the resource, the resource was published within two or more series or subseries, the titles of these series or subseries, or a general statement that such series or subseries exist, may be given (see 6, Scope).

7.6.2 When the resource is published within a subseries with a distinctive title and in area 6 a subseries statement is given, a note on the title and the ISSN of the main series may be given (see 6.1.1; see also 7.6.4).

When the resource is published within a subseries the title of which is dependent on the title of the main series and in area 6 an adequate subseries statement is given, a note on the ISSN of the main series may be given (see 6.1.1).

7.6.3 A note on the numbering of the main series and/or the correlation between the numbering of the main series and the subseries may be given (see 3.1.9, 6.6.1).

A note on the varying numbering of the series or the subseries may be given (see 6.6.2).

Example

Note: Each issue numbered 10, 20, 30, etc., in the series

7.6.4 A note (*mandatory*) on the key title when it differs from the title proper of the series or subseries is given (see 6.1.3)

7.7 Notes relating to the contents

These may include the list of contents, notes on other inclusions, such as indexes, inserts, bibliographies, discographies, etc.

Examples

- . – Contents: Vol. 1. A midsummer night's dream ; Vol. 2. Henry IV
- . – Contents: The homecoming / by Harold Pinter. Chips with everything / by Arnold Wesker. Marching song / by John Whiting
- . – Includes the text of the Gaming Act 1913
- . – Bibliography: p. 291
- . – List of films: p. 323-327
- . – Summary in English: p. 143-146
- . – Includes index
- . – Contents: Pt. 1. The fellowship of the ring ; Pt. 2. The two towers ; Pt. 3. The return of the king
- . – Contains only Sallust's De coniuratione Catilinae and a life of Sallust
- . – Contents: The L-d's address to K.G.II. The K-'s answer. A new ballad
- . – Bibliography: p. 291
- . – Summary in English: p. 143-146
- . – Includes index
- . – Contents: 12 madrigals
- . – Contents: Voluntary I and Te Deum ; Voluntary and Jubilate
- . – Includes index of songs
- . – Discography: p. 291
- . – Summary of plot

For multilevel description, see Appendix A.

For multipart monographic resources:

These may include the list of contents of separate physical units constituting the parts of the multipart monographic resource. They may include statements of responsibility, statements of extent, etc.

For continuing resources:

These may include the list of contents, notes on other inclusions, such as indexes, inserts/insets, bibliographies, separate physical units constituting the issue(s) or part(s) of the serial, etc.

Examples

Note: Includes: Bibliography of Northwest materials

Note: Indexes: Vols. 1-25 (1927-1951) in vol. 6, no. 1

Note: Contents: Vol. 1/1. Alphabetic index. 527 p. ; Vol. 1/2. Subject index. 300 p.

For multilevel description, e.g. for separate physical units constituting the issue(s) or part(s) or the iteration(s) of the continuing resource, see Appendix A.

For cartographic resources: notes relating to the contents and subject matter

7.7.1 Note giving the title of the works contained in the resource with collective title (see 1.1.2.4)

Example

- . – Contents: Les secteurs sanitaires ; Ensemble des médecins spécialistes libéraux par secteur sanitaire au 1.1.1979 ; Evolution de la densité des médecins libéraux par secteur sanitaire du 1.1.1976 au 1.1.1979

7.7.2 Description of insets and illustrations

Examples

- . – Insets: three maps: Structural regions ; Topographical regions ; Erosional and depositional regions. Scale 1:170 000 000 approx. 10 x 24 cm each
- . – North polar and South polar regions on polar proj. 8 cm diam. each, in left and right bottom corners
- . – Ills.: Decorative text cartouche in top left corner; peoples of the world and allegorical representations for Europe, Asia, Africa and America form the borders of the map
- . – Includes descriptive index, text, colour illustrations describing types of buoys, ships, lighthouses, fishes, birds, seaweed, sea anemones, and coral, and 9 local maps
- . – Insets at 1:50 000: Paris, Madrid, Bern, Amsterdam, London
- . – Insets with indexes: Plant City, Brandon Area, Apollo Beach, Del Webb's Sun City Center
- . – Includes insets of the Liverpool and Nottingham regions, 3 suggested tourist itineraries, distance chart, text, and advertisements

7.7.3 Description of sections and similar representations

Examples

- . – Cross sections A-B; C-D; and E-F along bottom margin
- . – Includes block diagram of area covered by map
- . – Includes an index map to adjacent sheets

7.7.4 Description of explanatory or related text on resource or accompanying it

Examples

- . – Includes text describing the geology of the area covered, in English and French
- . – Includes an index of populated places and distance table
- . – Has supplement: ...

7.7.5 Notes on matter depicted on the resource, but not otherwise brought out in other areas of the description.

Examples

- . – "Not for navigation"
- . – Shows dioceses
- . – Shows names of owners of buildings and other real estate
- . – Shows radial distances from City Hall
- . – Also shows mineral deposits
(Map is named 'Road map ...')
- . – Shows southernmost extent of the midnight sun

7.7.6 Notes describing material on verso of the resource

Examples

- . – On verso: New map of South Hadley, Mass. Scale 1:15 000
- . – Maps of 18 'Interchange layouts in Mahoning County' and maps of Craig Beach, Sebring, Beloit, Canfield, Poland, New Middletown, Washingtonville, Lowellville, Stouthers, Campbell, and Youngstown, with street index, on verso
- . – Text, indexes, colour illustrations, list of tourist facilities and radio stations, route mileage log, controlled access highway map, pictorial map, historic places map, and local route maps, on verso of some sheets
- . – Text on p. ii in Latin

7.7.7 Notes describing depiction of relief

Examples

- . – Relief shown by contours, shading and gradient tints
- . – Relief and depths shown by contours
- . – Relief shown pictorially and by shading. Depths shown by soundings and contours
- . – "Ekvidistance 50 m"
- . – Soundings in fathoms

7.7.8 Miscellaneous notes unrelated to areas 1-6

Examples

- . – "This map must be read in conjunction with the text of the official plan"
- . – Stamped on verso: West Bend Chamber of Commerce
- . – Pressure sensitive label 'New' above title
- . – Dedicated to Louis XIV, King of France

For nonbook resources:

These may include the list of contents of a resource, including where desirable statements of responsibility, statements of extent, etc., notes on other inclusions, such as indexes, inserts, etc.

Durations of individual works if given in the Contents note should be placed immediately after the bibliographic description.

Examples

- . – Contents: Pt. 1: The cause of liberty (24 min.) ; Pt. 2: The impossible war (25 min.)
- . – Contents: The fourth millenium / Henry Brant (9 min.). Music for brass quintet / Peter Phillips (14 min.)
- . – Contents: Getting ahead of the game (81 fr.) ; Decisions, decisions (55 fr.) ; Your money (72 fr.) ; How to be a loser (65 fr.) ; The law and your pocketbook (70 fr.) ; The all-American consumer (63 fr.)
- . – Contents: Klarinettenquintett A-Dur, KV 581 / Wolfgang Amadeus Mozart (29 min.). Klarinettenquintett B-Dur, op. 31 / Carl Maria von Weber (24 min., 14 sec.)
- . – Includes a list of works for further study
- . – Also includes newsfilms on Trooping the Colour

For electronic resources:

These may include the list of contents of a resource, and may include statements of responsibility, statements of extent, etc., notes on other inclusions, such as indexes, inserts, etc.

Examples

- . – Contents: Trap and guess. Bumblebug ; Hidden treasures
- . – Contents: Cohort file 1. Mature men (45-59 yrs.) ; Cohort file 2. Mature women (45-59 yrs.) ; Cohort file 3. Young boys (14-24 yrs.) ; Cohort file 4. Young girls (14-24 yrs.)
- . – Contents: 1. Mixmatch / J. Broady and L.M. Tiems. Ollie the otter / Dana Brynner. 2. Capture the play / Paul Edelstein. Winner take all / Jennifer Drake. Listen and learn
- . – Contents: 1. 1985-1989 ; 2. 1990-1995
- . – Contents: CD-ROM data (1:29) - The young person's guide to the orchestra (16:27) – Extra audio examples (55:43)
- . – Contains information on all 50 states
- . – Number of respondents: 600 civil servants in U.S. federal agencies
- . – Contains 1200 time series
- . – Includes references to summaries on U.S. demographic data

7.8 Notes on the resource identifier and availability area

7.8.1 Notes relating to binding

Example

- . – First 25 copies bound in leather

7.8.2 Notes relating to the identification number and terms of availability

These may include notes of limited print run, issues or limited distribution.

Examples

- . – 250 copies printed
- . – Limited edition of 20 signed and numbered copies
- . – An edition of 75 copies, not for sale
- . – "Price 4s. plain, or 5s. neatly bound and gilt" - title-page
- . – Number 11 of 50 signed and numbered copies
- . – Limited demonstration package
- . – Public domain software

For continuing resources:

A note (*mandatory*) of an incorrect standard identifier is given when an incorrect number is found on the resource (see 8.1.3).

7.9 Notes on which the issue, part, iteration, etc. that forms the basis of the description

For electronic resources:

These may include notes on the edition or issue on which the description of a dynamic remote-access resource is based.

Examples

- . – Description based on version dated: Oct. 4, 1997 13:22:11
- . – Description based on: Vol. 3, no. 3 (May/June 1995)
- . – Description based on home page dated: 09/06/96
- . – Description of resource as of: May 19, 1996

For continuing resources:

7.9.1 Serials. This note is *mandatory* when the description of the serial is not based on the first issue or part published.

The numbering and the date of the issue or part used as the basis for the description are given. The numbering is recorded in the form it would have if recorded in area 3.

Examples

- Note:* Description based on: Vol. 3, no. 3 (May/June 1975)
- Note:* Description based on: 43 (19-6-1996)
- Note:* Description based on: 1964

A note on the latest issue or part consulted may be given if (a) it is known that the serial has ceased publication and the last issue or part is not in hand at the time the description is made and information about the last issue or part is not available from another source; (b) it is not known if issues or parts later than those in hand at the time the description was prepared have been published; (c) the description is changed to reflect information on later issues or parts; or, (d) it is desired to show the currency of the descriptive information.

Examples

- Note:* Latest issue consulted: Nr. 43 (Mai 2001)
- Note:* Description based on: 3rd ed. (1980). Latest issue consulted: 24th ed. (2001)
- Note:* Description based on and latest issue consulted: Vol. 5, no. 11 (Dec. 1977)

7.9.2 Unnumbered monographic series. If a description is made for the series itself, a note is given of the earliest analytic consulted and its date of publication, etc. If other analytics also have been consulted and the latest analytic can be identified, that analytic and its date of publication are also given.

Examples

- Note:* Description based on: The wood demon / by Anton Pavlovich Chekhov ; translated by Nicholas Saunders and Frank Dwyer, 1993.
- Note:* Latest volume consulted: Ibsen : four major plays / translated by Rick Davis and Brian Johnson, 1995

7.9.3 Integrating resources. If the description is not based on the first iteration, a note is given on the latest iteration consulted in preparing the description.

Example

Note: Description based on: 1994 ed., through update 10

7.9.4 Remote-access electronic resources. A note is always made on the date on which the electronic resource was viewed for description.

Example

Note: Viewed on Dec. 19, 1999

Note: Title from title bar (viewed on Jan. 13, 2000)

7.10 Other notes

7.10.1 Any other notes particular to the specialized material or considered important in the context of the bibliographic agency or cataloguing organization.

For printed music:

Notes relating to duration

Example

. – Duration: 123 min.

Notes relating to notated music resources

Examples

- . – Keyboard tablature
- . – Graphic notation
- . – Tonic sol-fa notation

For electronic resources:

These notes include a locally assigned file name, and notes on the date when the content of the resource has been copied from or to another source.

Examples

- . – Local data set name: RBBIT.1
- . – Local file name: MENSAT
- . – Resource copied Oct. 1996 from local area network

7.10.2 Notes providing a summary

For nonbook resources and electric resources:

The summary provides a factual, non-evaluative account of the subject coverage. In content and expression the note may draw upon statements found on the resource, its container or accompanying textual matter. For electronic resources, documentation may also be used. Information on the use of special techniques or processes may also be included.

Examples

- . – Pictures the highlights of the play Julius Caesar using photographs of an actual production
- . – Uses animation techniques to describe cycloidal curves and their applications, and to show how their properties can be used to explain the design of the Wankel rotary engine
- . – Uses time-lapse photography to illustrate the growth of crystals
- . – Uses shopping situations in a supermarket and a department store for the purpose of illustrating basic math concepts, including addition, subtraction, multiplication and division. Provides user exercises and drills to reinforce the concepts
- . – Gives information on higher civil servants in U.S. federal agencies, including personal characteristics, educational background, and occupational mobility
- . – An interactive multimedia tool for studying the human anatomy. Users can select anterior, posterior, medial, or lateral views, each with dozens of layers, as well as specify gender and ethnic appearance

7.10.3 Notes relating to use/audience

For nonbook resources and electronic resources:

These notes, normally taken from statements on or in the resource, provide non-evaluative information as to the potential or recommended use of the resource and/or the intended audience. These notes may also specify restrictions on use of the resource.

Examples

- . – For ages 3-6
- . – Restricted to municipal law enforcement personnel
- . – Designed for those with a professional interest in analyzing spatial data (geographers, planners, meteorologists, etc.)
- . – Intended for senior high school students with knowledge of algebra
- . – Resource closed until Jan. 2010
- . – For use by library staff only

7.10.4 Notes on numbers

For electronic resources:

These notes are for numbers borne by the resource other than standard numbers or other identifiers (see 8.1).

Examples

- . – Additional no. on label: A-096
- . – "M1 527" - Container
- . – ICPSR study no. 0003

These notes include a locally assigned file name, and notes on the date when the content of the resource has been copied from or to another source.

7.11 Notes relating to the copy in hand

Examples

- . – Ms. notes by author
- . – Signed by the composer
- . – Imperfect copy: missing cover and title-page
- . – This copy hand tinted

For older monographic resources:

These are to be carefully distinguished from other notes, although for many older resources it will not be readily ascertainable whether the characteristics of a single copy are shared by other or all copies.

Examples

- . – In a tooled vellum binding
- . – No. 23 of an edition of 75 copies
- . – Ms notes by the author
- . – Wanting all after p. 312
- . – Inscription on inside of front cover: Theodorinis ab Engelsberg
- . – Leaves l5-6 bound between h3 and h4
- . – Imperfect: wanting leaves 12-13 (b6 and c1); without the blank last leaf (S8)
- . – With: The Boston Ebenezer. Boston : printed by B. Green & J. Allen, for Samuel Phillips, 1698 – The cure of sorrow. Boston : printed by B. Green, 1709.
- . – Bound with other pamphlets in a volume 22 cm high

8 RESOURCE IDENTIFIER AND TERMS OF AVAILABILITY AREA

Scope

When a resource has more than one identifier and it is considered important to users of the catalogue to record more than one identifier, the area may be repeated. The resource may have more than one identifier:

A. because it is issued in more than one format or medium or by more than one publisher, producer, distributor, etc.,

or

B. because it has an identifier for the individual part and also an identifier for the whole group of which it is a part.

In both cases, the identifier that specifically identifies the resource being described is given first. Other identifiers (e.g. for other formats, for the whole group, for other publishers) are given next, as repetitions of the area.

If the title of the whole group is given in area 6, the identifier for the whole group is not given with it, but is given in area 8, with the identifier for the individual part(s).

Each identifier recorded may be followed by any qualification needed to identify it further (e.g. format or binding) and/or by its terms of availability and/or price, which may also be followed by a qualification. Identifiers that are repetitions of the area must be qualified.

Example

. – RK 11719 (stereo)

Identifiers appearing on the resource that relate to its bibliographic history (e.g. ISBNs for earlier editions, the label name and issue number of a previous issue of a sound recording) are not given in area 8. When considered important to users of the catalogue, they may be given in area 7.

For older monographic resources:

Since no standard numbering system appears in older monograph resources, the fingerprint system is considered as a substitute for the standard number for older monographic resources.

For notated music resources:

Plate numbers and publisher's numbers may be used as a means of identifying the original edition

Contents

- 8.1 Resource identifier
- 8.2 Key title (continuing resources)
- 8.3 Terms of availability and/or price
- 8.4 Qualifications

Punctuation pattern

- A.** The identifier and terms of availability area is preceded by a point, space, dash, space (. –).
- B.** The key title is preceded by a space, equals sign, space (=).
- C.** Terms of availability and/or price are preceded by a space, colon, space (:).
- D.** A qualification added either to a identifier or to the terms of availability and/or price is enclosed in parentheses (()).
- E.** Each subsequent identifier and terms of availability statement is preceded by a point, space, dash, space (. –) unless the areas are clearly separated by paragraphing, typography or indentation, in which case the point, space, dash, space may be omitted or replaced by a point given at the end of the preceding area.

Examples

- . – ISBN (qualification) : price
- . – ISBN (qualification) : price. – ISBN (qualification) : price
- . – ISBN : price (qualification)
- . – Terms of availability
- . – ISSN = key title
- . – ISSN = key title : price
- . – ISSN (qualification) = key title : terms of availability : price (qualification)
- . – ISBN
- . – ISBN (qualification)
- . – ISBN : terms of availability : price
- . – Plate number (qualification) : price
- . – Publisher's number (qualification) : price
- . – ISMN
- . – ISMN (qualification) : price
- . – Label_name issue_number (qualification) : price

Prescribed source

Any source

For older monographic resources:

The resource itself.

8.1 Resource Identifier

8.1.1 An identifier considered important to users of the catalogue is given when known.

8.1.2 A standard identifier is transcribed in accordance with its relevant standard. The standard identifier is preceded by the letters ISBN, ISSN, ISMN, etc.

Examples

- . – ISBN 978-952-92-0267-6

- . – ISBN 0-7131-1646-3
- . – ISBN 87-13-01633-4
- . – ISSN 0075-2363
- . – ISMN M-001-11481-3

For notated music resources:

The publisher's number must be included when known. The publisher's number is preceded by the identification "Publ. no." or its equivalent in another language and/or script.

Example

- . – Publ. no.: Z 1309

The plate number may be given following the ISBN and/or the publisher's number and any qualifications that relate to either. The plate number is preceded by the identification "Pl. no." or its equivalent in another language and/or script.

Examples

- . – ISBN 83-224-2458-2.
- . – Pl. no.: PWM-8601
- . – Publ. no.: Z 1309. – Pl. no.: 9538

When there is no other number, the plate number may be given alone.

Example

- . – Pl. no.: A.F. 539

8.1.3 When a standard identifier is incorrectly printed on the resource being described, the correct standard identifier is given, if known, and the term "corrected" or its equivalent in another language and/or script is added enclosed in parentheses. The invalid number is given as it appears, with the qualification "invalid" (or its equivalent in another language and/or script) enclosed in parentheses.

Examples

- . – ISBN 0-340-16427-1 (corrected)
- . – ISBN 0-340-16427-2 (invalid)
- . – ISSN 0027-7495 (corrected)

8.1.4 For nonbook materials:

Whether or not a commercially issued sound recording has a standard identifier, the label name and all issue numbers supplied by the issuing company must be given.

8.1.4.1 The issue number must include a label name, which can be followed by a numerical symbol alone or by a symbol composed of letters and numbers; spaces and marks of punctuation are transcribed exactly as they appear on the source of information.

Examples

- . – Telefunken 6.35368
- . – Pathé 2C 066-16.130

8.1.4.2 When the resource consists of two or more parts numbered consecutively, the issue number may be given as an inclusive figure.

Example

- . – La voix de son maître AN 133-134

When the numbering is not consecutive, the numbers are transcribed in full.

Example

- . – HMV XQD 1784, NQD 1003-1004

When there is an issue number for the whole resource and also numbers for the individual parts, the issue number for the whole resource is given. The numbers of the individual parts are given in parentheses following the number for the whole resource.

Example

- . – Erato ERA 9156 (9157-9162)

8.1.4.3 For commercially issued slide sets, the company name and number are given.

Example

- . – Sandak Set no. 782

8.2 Key title (continuing resources)

The key title assigned by the ISSN Network is given even when it is identical to the title proper of the continuing resource. However, a key title is given only if the ISSN to which it applies is given.

Examples

- . – ISSN 0308-1249 = Medicos (Nottingham)
- . – ISSN 0028-5390 = The new Hungarian quarterly

8.3 Terms of availability and/or price

A word, phrase or numerical expression giving the price of the resource and/or the terms upon which the resource is available.

8.3.1 A statement of the terms upon which the resource is available may be given. In the case of a resource offered for sale, the price of the resource is given in the ISO international standard symbol for the currency, i.e. ISO 4217. Terms for resources available for hire are recorded as such.

Examples

- : 2.05 GBP
- : 950 EUR
- : producer's tutorial, not for sale
- : hire
- : free to educational institutions
- : 325.00 USD
- : 500 DKK
- : 35 EUR

The price may be given when the price of the successive single issues or parts or iterations is constant, or when a subscription is available. When both prices are available, they may be given, the single issue or part or iteration price being given first. The price is given in numerals with the official standard symbol of currency.

Examples

- : not for sale
- : free loan
- : for hire
- : annual subscription £4
- : 1,20 EUR per issue : 20 EUR p.a.
- : free to University and college staff

8.4 Qualification

Qualifications are given where supplementary information is necessary, added to the standard identifier (see 8.1.3), and to the price (see 8.3.1).

A qualification is a term added to any of the elements in 8.1 and 8.3 qualifying, explaining, modifying, or correcting the information given in that element. It may follow the elements, as appropriate.

General notes relating to terms of availability and/or price may be given in area 7 (see 7.8).

8.4.1 Qualification to identifier

Terms identifying the source of the number may be added in parentheses following the number.

Examples

- . – FSM Toccata: 53 617 toe (on container)
- . – ED 76C34Z (in slide publisher's catalogue)
- . – ISMN M-001-11270-3 (partition)
- . – ISMN M-001-12064-7 (partie)
- . – Pl. no. : LSO037 (partition)
- . – Pl. no. : LSO046 (dessus de violon)

When a resource has more than one identifier because it is issued in more than one format or physical carrier or by more than one publisher, producer, or distributor, each identifier is recorded followed by the qualification and terms of availability or by the name of the publisher, producer, or distributor, relating to the number.

Examples

- . – CBS M-34129 (disc)
- . – CBS MT 35158 (cassette)

For printed monographic resources and notated music resources:

A brief statement of the type/kind of binding in which the resource is issued may be given following the identifier to which it is related. Such a statement when given is enclosed in parentheses. Standard abbreviations in the language of the bibliographic agency may be used.

Examples

- . – ISBN 0-85020-025-3 (cloth)
- . – ISBN 0-330-23591-5 (paperback)
- . – ISBN 3-525-52139-1 (Lw.)
- . – ISBN 0-19-342594-7 (paperback)
- . – Publ. no.: Z 1039 (cloth)

When there is no identifier, a binding statement may be given as the first statement in the area, enclosed in parentheses.

Example

- . – (Paperback)

For nonbook resources:

A brief statement of format, etc., sufficient to relate any standard identifier to the material to which it belongs may be supplied as a qualification of the identifier. Standard abbreviations in the language of the bibliographic agency may be used.

Examples

- . – RK 11719 (stereo)
- . – ISBN 0-525-56142-X (Beta)

When there is no identifier, a brief statement of format, etc., may be given as the first statement in the area, enclosed in parentheses.

Example

- . – (artist's signed edition)

For updating looseleaves:

The qualification (*looseleaf*) or its equivalent in another language is added.

Example

- . – ISBN 0-86325-016-5 (looseleaf)
Editorial comment: Resource being described is an integrating resource

8.4.2 Qualifications to the terms of availability and/or price are enclosed in parentheses.

Examples

- : £1.00 (£0.50 to members)
- : £8.16 (£6.25 until 1 January 1977)
- : C\$25.00 (National Film Board of Canada)
- : 8.16 (.6.25 until 1 Jan. 1996)
- : 129.00 USD (100.00 USD for colleges and universities)
- : 49.00 USD (59.00 USD with workbook)

Examples illustrating area 8

Examples

- . – ISBN 0–00–211202–7 (cased) : £5.50
- ISSN 0002–9769 = American libraries : 20.00 USD (Free to members of the Association)
- . – ISSN 1159-6724 = U. Droit (Paris)
- . – K 56334 (stereo) : £3.25. – K 56334M (mono) : £3.00
- . – M-2306-5831-7 (br.) : 60 EUR
- . – um:left:rfc:1630
- . – doi: 10.1000/1
- . – Free to universities and colleges
- . – £4.40 (complete set). – £0.55 (individual sheets)
- . – ISBN 3-89942-147-7 : 13.80 EUR
- . – ISMN M-2002-2055-1 (br.). – ISBN 3-7957-6311-8
Editorial comment: Musical score of an opera, with both an ISMN and an ISBN

APPENDIX A: MULTILEVEL DESCRIPTION

Multi-level description is one of a number of choices for the bibliographic descriptions of parts. Solely as an illustration of the various choices resulting in descriptions on a single level, see the following examples:

1. certain descriptions showing as the title proper the title common to the parts, with the titles of individual parts given in a contents note (see 7.7);
2. certain descriptions showing as the title proper the title of each individual part, with the title common to the parts given in the series area (see 6.1.5);
3. certain descriptions showing as the title proper a combination of (a) the title common to the parts and (b) the title of each individual part (see 1.1.3.7, 1.1.5.3);
4. certain descriptions showing *component part* analysis (see the IFLA *Guidelines for the Application of the ISBDs to the Description of Component Parts*⁸).

Multilevel description is based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main resource. The second and subsequent levels contain information relating to the individual separable unit.. The process is carried out for as many levels as are required to describe fully the resource and its units.

At each level the elements of the description are given in the same order and with the same punctuation as for unitary resources. Some elements may be recorded at more than one level. When the title of a volume or a section or subseries of a part of a resource is preceded by a unit designation or a section/subseries designation, the two statements are separated by a colon, space (:).

In the ISBD, the applications of multilevel description are:

- A. The description of physically separate units of a multipart resource
- B. The description of physically separate resources supplementary to, or accompanying, another resource (see 5.4, 5.4.3, 7.5.3).
- C. The description of physically separate units of a multimedia resource.

When all parts of a multipart monographic resource have been published, the first and last dates are given at the first level (see 4.4.10 and punctuation pattern E of area 4). The dates of each part are given at a second or subsequent level.

When the multipart monographic resource is in the course of publication, the date of the first part published, regardless of the numeric designation of the part, is given at the first level (see 4.4.10 and punctuation pattern E of area 4). The dates of each part are given at a second or subsequent level.

⁸ *Guidelines for the application of the ISBDs to the description of component parts*. London: IFLA Universal Bibliographic Control and International MARC Programme, 1988. Available online at http://www.ifla.org/VII/s13/Component_Parts_final.pdf

The statement of extent is given at the first level when all parts of a multipart monographic resource have been published and described. In all other cases, it is given at a second or subsequent level.

For cartographic resources:

When it is known from the outset or in the course of publication that the place of publication and name of publisher change for each part of a multipart monographic resource, this is indicated at the first level by "[Various places] : [various publishers]" or its equivalent in another language, and the individual places and names of publication are given at a second or subsequent level.

Alternatively, the whole resource may be described on a single level, with the contents or the individual units listed in a the contents note if desired.

APPENDIX B: BI-DIRECTIONAL RECORDS

Bi-directional records are multiscript records in scripts written from left to right and scripts written from right to left.

Unless the direction of the script changes within an element, each change of script begins on a new line of the description at the appropriate margin. Prescribed punctuation is given at the start of the new element in the style required by the script, except for the prescribed point, comma or semicolon that are given at the end of the previous element in the style required by the script (see also 0.3.2 Punctuation). Thus the point of the point, space, dash, space (. –) ends the previous element and the dash begins the following element on a new line at the appropriate margin.

APPENDIX C: SPECIFIC MATERIAL DESIGNATIONS

The following list of specific material designations for cartographic resources is suggested as a basis for constructing lists in English-language records.

atlas
diagram
globe
map
model
plan
profile
remote-sensing image
section
view

The following list of specific material designations appropriate to notated music resources is suggested for use in English language records.

This list is not exhaustive and other terms similar to those set out below may be in use in particular music environments.

score
chorus score
close score
condensed score
part(s)
piano (violin,etc.) conductor part
study score
vocal score

The following lists of General material designations and Specific material designations are suggested for use in English-language records for nonbook resources. Terms in the right-hand column represent only a sample from the range of materials currently available.

GENERAL MATERIAL DESIGNATION	SPECIFIC MATERIAL DESIGNATION
Graphic	art reproduction flashcard flipchart jigsaw puzzle photograph picture playing cards postcard poster print, or specific graphic process (e.g. woodcut, lithograph, etching) as appropriate stereograph card study print technical drawing wallchart
Hologram	hologram film hologram plate
Kit see Multi-media	
Microform	aperture card microopaque microfiche microfilm cartridge microfilm cassette microfilm reel microfilm slip
Motion picture	film cartridge film cassette Filmloop film reel
Multimedia (or Kit)	construction set game laboratory kit
Object	diorama model

	Planetarium
Sound recording	sound cartridge sound cassette sound disc sound reel
Videorecording	videocartridge Videocassette Videodisc Videoreel
Visual projection	filmslip Filmstrip microscope slide Slide Stereograph reel Transparency

Specific material designations

Note: The following list is selective, and aims merely to provide operational definitions for those terms that are most commonly encountered.

General note on cartridges and cassettes:

Cartridge, in its primary meaning, denotes a permanently encased single reel of film or magnetic tape whose ends are joined together to allow continuous playback without rewinding.

Cassette, in its primary meaning, denotes a permanently encased film or magnetic tape system incorporating both supply and take-up reels. While these meanings are recommended to bibliographic agencies as the nearest approach to a standard English-language use, the varying and inconsistent employment of both terms in catalogues and trade literature cannot but be a frequent cause of ambiguity. Whenever the physical characteristics of a cartridge, cassette, magazine or other housing for film or magnetic tape are not clear, the bibliographic agency is advised to add the name of the technical system (see 5.1.1).

Aperture card

Art reproductions

Diorama

Film cartridge/Film cassette/Filmloop/Film reel

Filmstrip

Flash card

Flip chart

Game
Jigsaw puzzle
Laboratory kit
Microfiche
Microfilm cartridge/ Microfilm cassette/ Microfilm reel/ Microfilm slip
Microopaque
Model
Photograph
Picture
Planetarium
Postcard
Poster
Print
Slide
Sound cartridge/ Sound cassette/ Sound reel
Sound disc
Stereograph
Study print
Transparency
Videocartridge/ Videocassette/ Videoreel
Videodisc
Wallchart

Use of the following abbreviations for use in English language records is recommended but not prescribed.

b&w

black and white

CD	compact disc (sound recordings)
cm/s	centimetres per second
col.	colour
diam.	diameter
fr.	frame(s)
ips	inches per second
m/s.	metres per second
min.	minute(s)
mono	monophonic/monaural
p	phonogram date
quad	quadraphonic
rpm	revolutions per minute
sd.	sound
sec.	second(s)
si.	silent
stereo	stereophonic

Recommended General material designation and Specific material designations for electronic resources

The following lists are suggested for use in English-language records. Specific material designations are listed both with and without the term "Electronic".

General material designation:

Electronic resource

Specific material designations with "electronic" in the designations:

Electronic chip cartridge(s)
 Electronic disk(s)
 Electronic optical disc(s)
 Electronic tape cassette(s)

Electronic tape reel(s)

Specific material designations without "electronic" in the designations:

Chip cartridge(s)
Disk(s)
Optical disc(s)
Tape cassette(s)
Tape reel(s)

Use of the following abbreviations is recommended but not prescribed.

CD-I	compact disc-Interactive
CD-ROM	compact disc read-only memory
cm	centimetre(s)
col.	colour
in.	inch(es)
mm	millimetre(s)
Photo CD	photo compact disc
sd.	sound

APPENDIX D: GLOSSARY

Definitions are given for those terms used in the ISBD in a special sense, or in one of several senses in general use. Some terms used in the normal bibliographic sense are also defined.

Absorption The incorporation of one or more continuing resources into another continuing resource, with the absorbed continuing resources typically losing their separate identities.

Access (for electronic resources) A method of obtaining data resources and programs. (See also Direct access, Remote access.)

Accompanying documentation see Documentation

Accompanying material Any material issued with the main part(s) of the resource being described, and intended to be used with it. (See also Insert/Inset.)

Accompanying material statement A brief description of accompanying material.

Acronym A word formed from the initial letter or letters of each of the successive parts or major parts and/or each of the successive words or major words of a compound term, such as the name of a corporate body or a title. (See also initialism.)

Alternative title The second part of a title proper that consists of two parts (each of which has the form of an independent title), joined by a word such as "or" or its equivalent in another language.

Analytical title page A title page chosen as the basis of description for part of a bibliographic resource for which a comprehensive description is also made, e.g. the title page of a monograph within a monographic series.

Antiquarian see Older monographic resources

Aperture card A card containing an aperture or "window" in which one or more microphotographs on film are mounted.

Art reproductions A mechanically reproduced art work in a commercial edition.

Area A major section of the bibliographic description, comprising data of a particular category or set of categories.

Avant-titre Other title information introducing the title proper, and occurring above the title proper on the prescribed source of information for the title and statement of responsibility area.

Bibliographic description A set of bibliographic data recording and identifying a resource.

Bibliographic resource see Resource

Broadside A separately published sheet or part of a sheet, printed on one side only and intended to be read unfolded; usually intended to be posted, publicly distributed, or sold, e.g., proclamation, handbill, ballad-sheet, news-sheet.

Caption title A title of a resource given at the beginning of the first page of the text.

Carrier see Physical carrier

Cartographic resource Representation, in whole or in part, of the Earth or any celestial body at any scale, such as two- and three-dimensional maps and plans; aeronautical, nautical and celestial charts; globes; block-diagrams; map sections; aerial, satellite and space photographs; remote-sensing imagery; atlases; bird's-eye views, etc.

Chorus score Musical notation for a work for voices and instruments that gives only the choral music in score form without the music for the instruments.

Cine mode Microfilm and filmstrips having the base of each frame perpendicular to the sides of the film.

Close score Musical notation giving all the parts on a minimum of staves, normally two.

Collective title A title for a resource that consists of two or more individual resources that applies to the resource as a whole.

Colophon A statement usually at the end of a resource giving information about its publication or printing, and in some cases, other bibliographic information, including the title. Particularly in fifteenth-century books the colophon may give information generally found on the title page in later books.

Colour Two or more colours in which a program is encoded or a monitor displays. Programs encoded to display colour require a colour monitor and, in the case of some computers, a colour card or board.

Coloured illustration An illustration containing any colour; black, white, and shades of grey are not to be considered colours.

Common title That part of the title that is carried by a group of related resources in addition to their different section titles. The common title serves to indicate this relationship and together with the section title identifies a given resource. The common title may also be common to a main resource and its supplement(s) and to a main series and its subseries when the supplement(s) or subseries has (have) dependent title(s).

Condensed score Musical notation giving only the principal musical part on a minimum of staves, usually organized by instrumental sections

Container Any housing for a resource, a group of resources, or a part of a resource, that is physically separable from the material being housed. (The sleeve, album or a slipcase, box, or folder for a set of discs/disks is a container; a cassette or cartridge is not.) (See also Physical carrier.)

Content standard A detailed set of rules for preparing bibliographic records to describe and represent items added to a library or archival collection. A content standard is established to maintain consistency within the catalogue and between the catalogues of libraries or archives using the same standard. The word "content" refers to the content of the bibliographic or descriptive record, not the content of the resource being described.

Continuing resource A resource that is issued over time with no predetermined conclusion. Continuing resources include serials and ongoing integrating resources. (See also Integrating resource, Serial)

Corporate body Any organization or group of persons and/or organizations that is identified by a particular name. This includes named occasional groups and events, such as meetings, conferences, congresses, expeditions, exhibitions, festivals, and fairs.⁹ Typical examples of corporate bodies are associations, institutions, business firms, nonprofit enterprises, governments, government agencies, religious bodies, and conferences. (See also Issuing body.)

Cover The outer covering of a resource, of whatever material.

Cover title The title printed on the (original) front cover of a resource.

Data set name see File name.

Dependent title A title that by itself is insufficient to identify a resource and that requires the addition of the common title, or the title of the main resource or the title of the main series. Examples are section titles, titles of individual sheets of a map series, some supplement titles and some titles of subseries and the titles of some parts of a multipart resource.

Dependent title designation Numbering that alone or in conjunction with a dependent title serves to distinguish one of two or more related resources having a common title. (See also Section designation, Subseries designation.)

Dimensions The linear measurements (height, width, depth) of a resource and/or, in the case of resources that require equipment for their use, dimensions relevant to the use of the resource.

Diorama A three-dimensional representation of a scene, created by placing objects, figures, etc., in front of a two-dimensional painted background

Direct access A method of obtaining an electronic resource by use of a physical carrier, such as a disk/disc, cassette, or cartridge, designed to be inserted into a peripheral attached to a computer

Directory A list of files with associated file names that can be viewed and ordered in various ways (e.g. alphabetically or by date, size, or as icons in a graphical user interface).

Document see Resource

Documentation (Electronic resources) Information issued by the publisher, creator, etc., with the resource, normally in the form of manuals or guides (sometimes electronic) describing how to initiate, operate, and maintain electronic resources and computer systems.

⁹ See IFLA Form and structure of corporate headings, London, 1980

Edition All copies of a resource produced from substantially the same original input and issued by the same agency or group of agencies or a person. An edition may be identified by an edition statement on the resource or may be inferred by the cataloguer by the presence of significant differences in the content or by information provided by the publisher. **For older monographic resources**, all copies of a resource printed from a given setting of type, disregarding changes made during the printing process. (See also Facsimile reprint, Impression, Issue, State, Variant, Version.) A change in the identity of the distributor of a nonbook resource does not constitute a change of edition

Edition statement A word or phrase, or a group of characters, indicating that a resource belongs to an edition.

Electronic resources consist of materials that are computer-controlled, including materials that require the use of a peripheral (e.g. a CD-ROM player) attached to a computer; the resources may or may not be used in an interactive mode. Included are two types of resources: data (information in the form of numbers, letters, graphics, images, and sound, or a combination thereof) and programs (instructions or routines for performing certain tasks including the processing of data). In addition, they may be combined to include electronic data and programs (e.g. educational software with text, graphics and programs).

This definition of electronic resources is taken as applying for the most part to resources that are generally available, and includes those accessed via telecommunications. Resources produced and/or generated for limited distribution, for fee on demand, or on a made-to-order basis are, however, included. A resource residing in permanent memory in a computer (ROM) is understood to be part of the device in which it is stored, and, if catalogued, would be treated as a resource requiring remote access. Programmed toys, calculators, and other programmed objects are considered to be outside the intended scope of the ISBD.

Element A word or phrase, or a group of characters, representing a distinct unit of bibliographic information and forming part of an area of the bibliographic description.

Extent The number of units and /or sub-units making up the resource. Extent may also include duration.

Facsimile reprint A resource in which the main part is reproduced exactly from an earlier edition. For antiquarian resources, a new edition of a resource made by a process reproducing the original pages. This is normally made by a different publisher from that of the original and often has its own title page and other introductory matter.

File name A name, usually consisting of a maximum number of alphanumeric characters that are used to identify either a data resource or a program to the computer. Also known as data set name.

Film cartridge/Film cassette/Filmloop/Film reel Alternative forms of storage for motion picture film. For a note on the term "film cartridge" and "film cassette", see the "General note on cartridges and cassettes" above. Filmloop is a continuous loop of film, usually in the form of a cartridge utilizing 8mm film and having a maximum running time of 4 1/2 min. Film reel is an open reel of motion picture film designed for use with a projector having its own take-up reel. (Note: A film reel may be inserted in a specialized case or magazine (sometimes called a "cassette" or "cartridge") before threading. For cataloguing purposes, such an item remains a film reel.)

Filmstrip A roll of film, usually 16 mm or 35 mm, containing a succession of images designed to be viewed frame by frame, with or without integral sound. If the shorter side of the frame runs parallel to the sprocket holes, the filmstrip is described as "single frame"; if the longer side of the frame runs parallel to the sprocket holes, it is described as "double frame".

Fingerprint A group of characters derived from an older monographic resource with the purpose of identifying the resource uniquely.

The fingerprint consists of a number of characters drawn from a number of uniform places in the text of the publication, followed by a number indicating the source of one or more of the characters, and/or a letter indicating the direction of the chain-lines, and/or the date as it appears in the imprint.

Fixing of the sound The process involved in determining and creating the version that is issued as a recording. It may result from the mix of several takes.

Flash card A card or other opaque material printed with words, numerals or pictures and designed for rapid display.

Flip chart A set of subject-integrated data sheets, hinged together at the top or side and designed for presentation on an easel

Format (Older monographic resources) The arrangement of the printed sheets in a resource. In a folio, e.g., the sheet normally has been folded once to form two leaves; in a quarto it normally has been folded twice to form four leaves, etc.

Former title An earlier title of a continuing resource that has continued under another title (in whole or in part), or has merged with another continuing resource under another title or titles, or has been absorbed by another continuing resource (in whole or in part) under another title.

Frequency (1) The intervals at which a serial is issued, such as daily, weekly, monthly, annually. (2) The intervals at which updates of integrating resources are issued.

Game A set of materials designed for use according to prescribed rules in play and/or instruction.

General material designation (GMD) A term indicating, broadly, the class of material to which a resource belongs.

Generic term (1) A general term indicating the kind, form or genre and/or periodicity of a resource. Terms such as Abhandlungen, annales, annual report, bulletin, cahiers, compte rendu des séances, circular letter, journal, newsletter, occasional paper, proceedings, report, transactions, etc., and their equivalents in other languages, are considered to be generic terms. (2) For music, a term indicating a musical form or genre.

Graphic A two-dimensional image (or set of images) produced in its original form by such techniques as drawing, painting or photography. Graphics are normally accessible to the naked eye, though in one instance (stereographs) special viewing equipment is needed for their use

Hologram A three-dimensional image made by a process based on the principle of light interference

Homepage The main or opening screen of a hypertext document for a World Wide Web site. Home pages are a subset of "Web pages" that present information on systems, services, and products, and, in addition, provide links in the form of words, URLs, etc., to other related documents and Web sites. (See also URL, Web page, World Wide Web site.)

Illustration A diagrammatic, pictorial or other graphic representation occurring within a resource.

Impression All copies of an edition produced at one time or in one operation. (See also Issue, State, Variant.)

Independent title A title that by itself is sufficient to identify a resource.

Initialism The initial letters of the name of an organization or other entity or of any group of words. (See also Acronym.)

Insert/Inset A resource that is issued with another resource by being inserted into it, either loose or fixed, either regularly or occasionally. (See also Accompanying material, Common title, Dependent title.)

Integrating resource A resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Integrating resources can be finite or continuing. Examples of integrating resources include updating loose-leafs and updating web sites.

ISBN (International Standard Book Number) A 13-digit number (previously a 10-digit number) including a check digit and preceded by the alphabetic prefix *ISBN*. The ISBN identifies an issue of a work issued by one specific publisher and is unique to that issue. It is assigned by the national ISBN agency and is based on ISO standard ISO 2108.

ISMN (International Standard Music Number) An international number created for printed music. The international agency in Berlin coordinates assignment of numbers. ISMN is not used for sound, video recordings, CDs, audio tapes or books on music. ISMN always has a prefix of "M", followed by 9 digits and consist of four parts. Including a publisher identification, identification of specific music, and a check digit. It is based on ISO standard ISO 10957.

ISSN (International Standard Serial Number) An eight-digit number including a check digit and preceded by the alphabetic prefix *ISSN*. The ISSN together with the key title uniquely identifies a particular serial or integrating resource (see *ISSN Manual*). It is assigned by the ISSN Network and is based on ISO standard ISO 3297.

ISSN Network An international network of operational centres jointly responsible for the creation and maintenance of computer-based data banks providing a reliable registry of world continuing resources. The ISSN Network is responsible for the assigning of the International Standard Serial Number (ISSN).

Issue (1) Serials One of the successive parts of a serial; the term being used to designate the lowest level successive part of a serial. (2) Older monographic resources A new version of a resource made from the original image. The version may reproduce the original exactly (commonly called an impression) and distinguishable from other copies of that impression by

one or more differences (e.g. a new title page or colophon that expressly identifies the copies as a discrete unit) or may contain more or less slight but well-defined variations (commonly called an issue). (See also Impression, Reprint, State, Variant.)

3) For motion pictures see Reissue

Issuing body A corporate body under whose auspices a resource may be published. The body may or may not be intellectually responsible for the resource, and may or may not be the publisher.

Iteration An instance of an integrating resource, either as first published or after it has been updated.

Jigsaw puzzle A puzzle involving the reconstruction of a picture or other visual image from matching or interlocking pieces of card, wood, etc., each showing a portion of the whole.

Journal A term frequently used for periodicals, particularly more learned periodicals.

Key title The unique name assigned to a continuing resource by the ISSN Network and inseparably linked with its ISSN. The key title may be the same as the title proper; or, in order to achieve uniqueness, it can be constructed by the addition of identifying and/or qualifying elements such as name of issuing body, place of publication, edition statement, etc. (see *ISSN Manual*). [check with ISO 3297 new ed.]

Kit see Multimedia

Laboratory kit A specialized form of kit designed to promote specific learning experiences in laboratory work.

Label name The brand or trade mark name associated with all or some of the products of a publisher or production company, particularly for sound recordings.

Local access see Direct access.

Logo A single piece of type or single plate faced with a term (such as the name of a newspaper, company, organization, etc.) often designed in a stylized or decorative form.

Looseleaf see Updating looseleaf.

Main series A series that contains one or more subseries.

Map projection Any systematic arrangement of meridians and parallels portraying upon a plane the curved surface of a celestial sphere or spheroid.

Map series A number of related but physically separate and bibliographically distinct cartographic units intended by the producer(s) or issuing body or bodies to form a single group. For bibliographic treatment, the group is collectively identified by any commonly occurring unifying characteristic or combination of characteristics including a common designation (e.g. collective title, number, or a combination of both); sheet identification system (including successive or chronological numbering systems); scale; publisher; cartographic specifications; uniform format; etc.

Map series designation Coded numeric or alphanumeric identification applied to a map series by the publisher.

Map sheet title The title proper of an individual map sheet of a map series, exclusive of the map series title.

Masthead A statement of title, ownership, editors, etc., of a newspaper or periodical; although its location is variable, in the case of newspapers it is commonly found on the editorial page or at the top of the front page, and, in the case of periodicals, on the contents page.

Merger The coming together of two or more continuing resources to form a new continuing resource, with the merged continuing resources typically losing their former separate identities.

Microfiche A rectangular sheet of film carrying a set of microphotographs in two-dimensional array. Microfiches usually include a title and other bibliographic data which can be read without magnification.

Microfilm cartridge/ Microfilm cassette/ Microfilm reel/ Microfilm slip Alternative forms of storage for microfilm. For a note on the terms "microfilm cartridge" and "microfilm cassette," see the "General note on cartridges and cassettes" above. Microfilm reel is an open reel containing a length of film carrying a set of microphotographs in linear array. (Note: A microfilm reel may be inserted into a specialized case or magazine (sometimes called a "cassette" or "cartridge") before threading. For cataloguing purposes, such an item remains a microfilm reel.) Microfilm slip is a short length of film not contained on a reel.

Microform Micro-record of text or other visual material. (The term "microform" should be reserved for micro-records whose use is conditional on the availability of specialized reading equipment.)

Microopaque A rectangular opaque card carrying a set of microphotographs in two-dimensional array.

Model A three-dimensional replica of a real or imagined object, either of the exact size as the original or to scale.

Monographic resource A resource that is complete in one part, or intended to be completed within a finite number of parts.

Motion picture A length of film, with or without a magnetic or optical sound track, bearing a sequence of images which create the illusion of movement when projected in rapid succession.

Multilevel description A method of bibliographic description based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main resource. The second and subsequent levels contain information relating to the individual part or other unit.

Multimedia Material comprising two or more distinct media or differing forms of the same medium, no one of which is identifiable as being of primary importance. Usually intended for use as a unit

Multipart resource A monographic resource in a finite number of physically separate parts known to have been conceived or published as a unit; the separate parts may have their own titles and statements of responsibility. No single part is identifiable as being of primary importance.

Music format The form in which the work is presented in the resource in hand (e.g. score, parts, etc.).

Notated music A music resource in readable form, reproduced by printing methods, by photocopying, by offset printing methods, etc. Printed music resources include music intended for performance, tutors, studies, exercises and facsimile editions of music manuscripts.

Newspaper A serial issued at stated and frequent intervals, usually daily, weekly or semiweekly and that reports events and discusses topics of general current interest.

Nonbook resources Monographic nonbook resources include a range of materials having for their primary purpose the transmission of ideas, information or aesthetic content. The definition is to be taken as applying for the most part to resources in multiple copies; it therefore excludes original works of art and specimens of found objects, except in so far as such objects are packaged and marketed commercially. (Art prints published in a limited artist's edition are however included.) Book jackets are examples of other resources receiving no explicit treatment, even though they may be collected by libraries. The boundaries indicated are not, however, rigidly circumscribed, and it is recognized that for many purposes objects outside the intended scope of the ISBD may be satisfactorily described within its terms.

Numbering The identification of each of the successive parts of a resource. The description can include a numeral, a letter, any other character, or the combination of these, with or without an accompanying word (volume, number, etc.), and/or a chronological designation.

Object Three-dimensional artefact. The term may be used to refer either to a single object or to an assemblage of separate parts

Older monographic resources Chiefly those produced prior to the introduction of machine printing in the nineteenth century and include those published for limited distribution or for sale on demand. For older monographic resources ISBD may also be used to prepare descriptions for later publications produced by hand or by methods continuing the tradition of the hand-produced book.

Other title information A word or phrase, or a group of characters, appearing in conjunction with, and subordinate to, the title proper of the resource. Other title information also occurs in conjunction with, and subordinate to, other titles (e.g. parallel titles, titles of individual works contained in the resource, titles in series/subseries statements). Other title information qualifies, explains or completes the title to which it applies, or is indicative of the character, contents, etc., of the resource or the works contained in it, or is indicative of the motive for, or the occasion of, the resource's production. The term includes sub-titles and avant-titres, but does not include variant titles (e.g. spine titles, container titles, sleeve titles, other forms of the title proper) found on the resource but not on the prescribed sources of information.

Parallel edition statement The edition statement in another language and/or script.

Parallel title A title presented on the prescribed sources of information for the resource as an equivalent in another language and/or script of the title proper of the resource (or of the title of an individual work in a resource with no collective title proper).

Part(s) Music printed for one or more of the performers in an ensemble.

Part designation Numbering following the common title, that alone are in conjunction with a part title serves to distinguish one part from another part of a multipart resource.

Periodical A type of serial, published at regular intervals, more frequently than annually and normally containing separate articles.

Phonogram ("p") date The copyright symbol "p" followed by a date is commonly known as the "phonogram date". It has variant meanings under different copyright conventions and laws but generally indicates the first date of the sound recording.

Photograph An opaque print produced by the action of light on sensitive film.

Physical carrier The physical medium on or in which data, sound, images, programs, etc., may be stored. For certain categories of material, the physical carrier consists of a storage medium (e.g. tape, film) sometimes encased in a plastic, metal, etc., housing (e.g. cassette, cartridge) that is an integral part of the resource. (See also Container.)

Piano (violin, etc.) conductor part Performance part to which cues have been added to enable the performer to function also as conductor; sometimes called "piano (violin, etc.) conductor score"

Picture A two-dimensional visual image accessible to the naked eye and generally on an opaque backing. To be used when more specific terms (e.g. "art reproduction", "photograph", "postcard") are inappropriate.

Planetarium A model or structure representing the solar system; an orrery.

Plate A leaf containing illustrative matter, with or without explanatory text, that does not form part of either the preliminary or the main sequences of pages or leaves or does not form an integral part of a gathering of leaves of text. (See also Illustration.)

Plate number (Notated music) The number that was given to the original plates, which now appears at the foot of a page of printed music, identifying the plates from which an edition was printed. A plate number can consist of a combination of numbers, letters and symbols; the name of a publisher may be included

Postcard A picture (q.v.) produced on card and designed for transmission through the mail without the use of an envelope.

Poster A bill or placard intended for public display.

Preliminaries The title page(s) (or the title-page substitute) together with the verso of the title page(s) (or the title-page substitute), any pages preceding the title page(s) (or the title-page substitute), and the cover.

Prescribed punctuation Punctuation supplied by the bibliographic agency to precede or enclose the information given in each element (except the first element of area 1) or area of the bibliographic description.

Prescribed source of information The source or sources from which information is taken for entry of each element or area of the bibliographic description.

Print An etching, engraving, lithograph, etc., in a limited artist's edition. Alternatively, use the specific name of the process.

Printed resource A resource in eye-readable form or in an embossed form for use by the visually impaired, including a resource published for limited distribution or for sale on demand

Producer (Electronic resources) The person or corporate body with the financial and/or administrative responsibility for the physical processes whereby an electronic resource is brought into existence. Specific responsibilities may relate in varying degrees to the creative and technical aspects of a particular work, including collecting data and converting data into a computerized form.

Producer (Motion picture) The person designated as "producer" who has overall responsibility for bringing a motion picture into existence. Specific responsibilities may relate in varying degrees to the creative, technical and financial aspects of a particular production

Producer (Sound recordings) The person who has technical responsibility for the fixing of the sound. A producer may also be responsible in varying degrees for the creative and other aspects of a sound recording.

Production company (Motion picture) A company exercising overall responsibility for the financial, technical and organizational management of the creation of a motion picture.

Production (i.e. recording) company (Sound recording) a) The company responsible for the fixing of the sound at a recording session. b) The company responsible for the mass production of the sound recording (e.g. pressing of discs or replication of tape copies).

Publication see Resource.

Publisher's number (Notated music) A list number that can be given by music publishers, usually appearing on the title pages of their printed music publications, intended to identify that resource and facilitate ordering and distribution. The name of a publisher may be included.

Realization The mounting, staging or otherwise bringing into existence of a work by performance.

Reissue (Nonbook resources) A named or otherwise identified batch of copies of a resource produced from the same master copy as an earlier issue, in the same physical form, and emanating from the same publishing or production agency. (See also Edition.)

Reissue (Motion picture) A later issue of a work by a distributor other than the original distributor. A later release by the original distributor is called a "rerelease."

Remote access A method of accessing electronic resources stored on a server and accessed through a computer network.

Reprint A new edition with substantially unchanged text. (See also Edition, Facsimile reprint, Issue.)

Resolution (Electronic resources)

For graphic resources, resolution indicates the smallest measuring unit used to register data for a computer image and is expressed as dots per inch, pixels per line, or lines per millimeter. It indicates the amount of detail found in one pixel of the image.

For cartographic resources, resolution indicates the accuracy at which a given map scale can depict the location and shape of geographic features. The larger the map scale, the higher the possible resolution. As a map scale decreases, resolution diminishes and feature boundaries must be smoothed, simplified, or not shown at all, e.g. small areas may have to be represented as points. For example, an image with one-metre resolution means that each pixel in the image represents one square metre on the ground.

Resource An entity, tangible or intangible, that comprises intellectual and/or artistic content and is conceived, produced and/or issued as a unit, forming the basis of a single bibliographic description. Resources include text, music, still and moving images, graphics, maps, sound recordings and video recordings, electronic data or programs, including those issued serially.

Scale (Cartographic resources) The ratio of distances on the resource to the actual distances they represent.

Score Musical notation showing all the parts of an ensemble meant to be heard simultaneously, normally arranged one underneath the other on different staves; also the generic term for modified arrangements of notation in this form.

Section (Continuing resources) One part of a group of related resources having a common title. The section is normally devoted to a specific subject category and is identified by the common title of the group and a section title and/or a section designation. There can be two or more hierarchical levels of sections (sub-sections).

Section designation Numbering following the common title, that alone or in conjunction with a section title serves to distinguish one part of a group of related resources having a common title. (See also Subseries designation.)

Section title The title specific to a section that serves to distinguish one part of a group of related resources having a common title. The section title is dependent on the common title for identification of a resource whether distinctive or not.

Serial A continuing resource issued in a succession of discrete issues or parts, usually bearing numbering, that has no predetermined conclusion. Examples of serials include journals, magazines, electronic journals, continuing directories, annual reports, newspapers, and monographic series.

Series 1. A group of separate resources related to one another by the fact that each resource bears, in addition to its own title proper, a collective title applying to the group as a whole, i.e. the title proper of the series. The separate resources may or may not be numbered. The

volumes, etc., within a series may be monographs or continuing resources. 2. A numbered sequence of issues or parts within a serial.

Series statement The main elements identifying a series, including any numbering of the separate resources within the series. Also includes a statement that a resource forms part of a multipart monographic resource. (See also Subseries statement.)

Series title page An added title page bearing the series title proper and usually, though not necessarily, other information about the series (e.g., statement of responsibility, numeric designation, data relating to publication, title of the item within the series.)

Sheet A single piece of paper, vellum, etc., other than a broadside, with manuscript or printed matter on one or both sides.

Signature (Older monographic resources) Letter(s) and/or symbol(s) and/or numeral(s) usually printed at the foot of the first and some subsequent recto pages of each gathering of a resource and used to ensure the correct printing, folding and assembly of a resource.

Slide A two-dimensional image on film or other transparent material, mounted in a frame and designed for use in a projector or viewer.

Sound cartridge/ Sound cassette/ Sound reel Alternative forms of storage for magnetic tape carrying sound signals designed for playback via a tape recorder or cassette or cartridge player. Sound cartridge is a permanently encased single reel of sound tape whose ends are joined together to provide continuous playback without re-winding. Normally sound cartridges contain eight sound channels in four pairs, with the sound recorded in opposite directions on alternate pairs of channels. Sound cassette is a permanently encased sound tape system incorporating both supply and take-up reels. The term "sound cassette" as used in this document refers to the system of Compact Cassette standardized by Philips. Cassettes manufactured in any other system must be fully identified and described (see 5.2.8). Sound reel is an open reel containing sound tape.

Sound disc A disc of plastic or other material on which sound vibrations are registered.

Sound recording A recording of sound, unaccompanied by visual images.

Specific material designation (SMD) The term indicating the specific class of material to which the resource belongs.

Split The division of a continuing resource into two or more new and separate continuing resources.

State (Older monographic resources) A variation within a resource that distinguishes it from other copies within the same impression or issue in any respect that the publisher has not identified as representing a discrete publishing effort. (See also Edition, Impression, Issue.) (Nonbook resources: Definition to be provided – engravings)

Statement of responsibility Name(s), phrase(s) or group(s) of characters relating to the identification and/or function of any persons or corporate bodies responsible for or contributing to the creation or realization of the intellectual or artistic content of a work. Statements of responsibility may occur in conjunction with titles (e.g. the title proper, parallel titles, titles of

individual works contained in the resource, titles in series/subseries statements) or in conjunction with edition statements.

Stereograph Slides (q.v.) or pictures (q.v.), mounted in pairs, designed to produce a three-dimensional optical effect when used with a stereoscopic viewer. Stereographic images may also be printed on an opaque surface for use with a hand viewer consisting of bicoloured lenses mounted in a card frame; this type of stereograph usually appears as a book illustration.

Study print A picture (q.v.) accompanied by questions or explanations, which are often printed on the verso.

Study score A score not primarily intended for use in performance; such scores are often issued in a reduced size ("miniature score", "pocket score").

Subseries A series that appears as part of a main series. The subseries may or may not have a title dependent on that of the main series. The subseries may or may not be numbered. (See also Common title, Dependent title.)

Subseries designation Numbering following the title of the main series, that can stand alone or in conjunction with the title of the subseries. (See also Section designation.)

Subseries statement The main elements identifying a subseries, including any numbering of the separate resources within the subseries. In the case of a subseries the title of which is dependent on the title of the main series, the subseries statement includes both the title of the main series and the subseries, and may include a subseries designation. (See also Series statement.)

Supplement A resource, usually issued separately, that complements the main resource by bringing it up-to-date or otherwise continuing it or containing a special feature not included in it. A supplement may or may not have a title dependent on that of the main resource. (See also Common title, Dependent title.)

Tête-bêche A form of binding in which the text of one work begins at the "front" and the text of another at the "back", with the texts being inverted with respect to one another.

Title A word or phrase, or a group of characters, usually appearing on a resource, that is the name of the resource or the work (or any one of a group of individual works) contained in it. A resource will usually contain several titles (e.g. on the prescribed source of information, or elsewhere on the resource or on the container , or on accompanying material), and these titles may be identical or may differ from one another. (See also Common title, Dependent title.)

Title page A page normally at the beginning of a resource presenting the fullest information about the resource and the work(s) contained in it. It contains a title and, usually, although not necessarily, the fullest title information, a statement of responsibility and the whole or part of the publication statement. When the elements normally presented on the title page are divided without repetition between two facing pages or on pages distributed throughout the resource, these pages together are regarded as the title page.

Title-page substitute The page, portion of a page or other component part of a resource, that includes the information usually found on a title page, and that, in the absence of a title page, takes its place (e.g. cover, caption, masthead, editorial pages, first page of music, colophon).

Title proper The chief title of a resource, i.e. the title of a resource in the form in which it appears on the prescribed sources of information for the title and statement of responsibility area. The title proper includes any alternative title, but excludes parallel titles and other title information. In the case of a section or some supplements and some titles of subseries or parts, the title proper can consist of two or more components : the common title (or the title of the main series or of the multipart monographic resource), the dependent title and the dependent title designation. For resources containing several individual works the title proper is the collective title. Resources containing several individual works and lacking a collective title are considered not to have a title proper. A series or subseries also has its own title proper. (See also Common title, Dependent title, Dependent title designation.)

Title screen Title information appearing on a monitor or screen, usually displayed in the first or opening frame(s) of a resource.

Trade mark name see Label name.

Transparency A sheet of transparent material, which may be mounted in a card frame, bearing an image and designed for use with an overhead projector or light box; a single transparency may be furnished with overlays.

Uniform Resource Locator An address system for locating an electronic resource on a computer network. A URL consists of a service identifier followed by a specified protocol that is used to obtain a desired resource (e.g. <http://www.ieee.org/>). (See also Uniform Resource Identifier, World Wide Web site.)

Updating looseleaf An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted.

URL see Uniform Resource Locator.

Variant (Older monographic resources) Descriptive of a copy showing any bibliographically significant difference from one or more other copies of the same edition. The term may refer to an impression, issue, or state.

Version (1) A related term for edition. Versions may indicate major or minor changes and, as such, may not constitute a reliable guide to indicate a new edition. **(2)** It is often used to signify output format in the publishing world. (See also Edition.)

Videocartridge/ Videocassette/ Videoreel Alternative forms of storage for magnetic tape carrying video images and designed for playback via a television receiver. For a note on the terms "videocartridge" and Videoreel "videocassette", see the "General note on cartridges and cassettes" above. Videoreel is an open reel containing videotape.

Videodisc A disc of plastic or other material on which video signals, with or without sound, are recorded for playback via a television receiver.

Videorecording A recording of visual images, usually in motion and with sound accompaniment, designed for playback via a television receiver.

Visual projection A two-dimension image (or set of images) produced in its original form by such techniques as drawing, painting or photography, and designed for use with a projector or a magnification device such as a viewer or microscope.

Vocal score Musical notation for a work for voices and instruments that gives the vocal parts in score form but the instrumental parts in a keyboard reduction.

Wallchart An opaque sheet designed for display and exhibiting data in graphic or tabular form

Web page One of the pages of a hypertext resource in a World Wide Web site. Web pages, including the subset "home pages", refer to the huge collection of resources that make up the World Wide Web. (See also World Wide Web.)

Web site see World Wide Web site.

World Wide Web An Internet service that links resources through the use of hypertext technology. Links in the form of words, URLs, etc., serve to find and access resources stored on the Internet. (See also URL.)

World Wide Web site A location, identified in the form of a URL, on the World Wide Web that stores Web pages for access and use.

Index

An index will be prepared following revision of the draft after world-wide review.