



**INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND
INSTITUTIONS**

**International Standard Bibliographic Description
(ISBD)**

Preliminary Consolidated Edition

Recommended by the ISBD Review Group

Approved by the Standing Committee of the IFLA Cataloguing Section

April 2007

CONTENTS

Introduction.....	iii
Preliminary notes	0-1
Scope, purpose and use.....	0-1
Treatment of resources.....	0-2
Outline of the ISBD and Punctuation	0-10
Sources of Information.....	0-15
Language and script of the description	0-20
Abridgements and abbreviations	0-21
Capitalization	0-22
Examples.....	0-23
Misprints	0-23
Symbols, etc.....	0-25
Imperfections	0-25
SPECIFICATION OF ELEMENTS.....	1-1
1 Title and statement of responsibility area	1-1
2 Edition area	2-1
3 Material or type of resource specific area.....	3-1
4 Publication, production, distribution, etc., area	4-1
5 Physical description area.....	5-1
6 Series area	6-1
7 Note area.....	7-1
8 Resource identifier and terms of availability area	8-1
APPENDICES	
A: Multilevel description	A-1
B: Bi-directional records.....	B-1
C: Recommended General material designations and Specific material designations.....	C-1
D Abbreviations.....	D-1
E: Glossary	E-1
Index	Index-1

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

Françoise Bourdon	Bibliothèque nationale de France
Elena Escolano Rodríguez	Biblioteca Nacional, Spain
Renate Gömpel	Deutsche Nationalbibliothek, Germany
Lynne C. Howarth	University of Toronto, Canada
Agnès Manneheut (from August 2005)	Agence bibliographique de l'Enseignement supérieur, France
Dorothy McGarry (Chair)	University of California, Los Angeles, USA (retired)
Eeva Murtomaa	National Library of Finland
Mirna Willer	National and University Library, Zagreb, Croatia
John Hostage (Consultant, from August 2006)	Harvard Law School, USA

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

Françoise Bourdon	Bibliothèque nationale de France
John D. Byrum, Jr. (Chair through March 2006; corresponding member from April 2006)	Library of Congress, USA (retired)
Elena Escolano Rodríguez (Chair from April 2006)	Biblioteca Nacional, Spain
William Garrison	Syracuse University, USA
Renate Gömpel	Deutsche Nationalbibliothek, 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 (retired)
Eeva Murtomaa	National Library of Finland
Glenn Patton	OCLC Online Computer Library Center, USA

Introduction

The International Standard Bibliographic Description (ISBD) is intended to serve as a principal standard to promote universal bibliographic control, to make universally and promptly available, in a form that is internationally acceptable, basic bibliographic data for all published resources in all countries. The ISBD's main goal is, and has been since the very beginning, to offer consistency when sharing bibliographic information.

The ISBD is the standard that determines the data elements to be recorded or transcribed in a specific sequence as the basis of the description of the resource being catalogued. In addition, it employs prescribed punctuation as a means of recognizing and displaying these data elements and making them understandable independently of the language of the description.

Currently, a new Statement of International Cataloguing Principles is being developed by means of a series of regional IFLA Meetings of Experts on an International Cataloguing Code, in order that the principles are approved all around the world. In these principles, which replace and broaden the Paris Principles of 1961, the fourth section is devoted to bibliographic description where it is recognized that "The descriptive portion of the bibliographic record should be based on an internationally agreed standard."¹ According to this, ISBD is recognized to be the standard for the library community, as the statement of principles is intended not only for libraries but for archives, museums, and other communities.

Although the development of this standard was originally pushed by the automation of bibliographic control as well as the economic necessity of sharing cataloguing, the ISBD is useful and applicable for bibliographic descriptions of all kind of bibliographic resources in any kind of catalogue, whether OPACs (Online Public Access Catalogues) or catalogues less technologically advanced. Those agencies using national and multinational cataloguing codes could apply this internationally agreed-upon standard conveniently in their catalogues.

The ISBD Review Group is trying to solve some of the problems that today's cataloguers face. The present ISBD is intended to serve as a standard for description of all types of published materials up to the present date, and to make it easier to describe resources that share characteristics of more than one format. In addition, it will facilitate the work of keeping the ISBD updated and consistent for the future.

Having these goals in mind, in 2003 the ISBD Review Group decided to set up a Study Group on Future Directions of the ISBDs. This Study Group decided that consolidation of all ISBDs was feasible. The Study Group on Future Directions of the ISBDs was charged by the Review Group with the task of preparing a definitive text, resulting in this document. 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.

¹ IFLA cataloguing principles : steps towards an international cataloguing code : report from the 1st IFLA Meeting of Experts on an International Cataloguing Code, Frankfurt, 2003. – München : Saur, 2004.
IFLA cataloguing principles : steps towards an international cataloguing code, 2 : report from the 2nd IFLA Meeting of Experts on an International Cataloguing Code, Buenos Aires, Argentina, 2004. – München : Saur, 2005.
IFLA cataloguing principles: steps towards an international cataloguing code, 3 : report from the 3rd IFLA Meeting of Experts on an International Cataloguing Code, Cairo, Egypt, 2005. – München : Saur, 2006.
Also available at: http://www.d-nb.de/standardisierung/afs/imeicc_index.htm; <http://www.loc.gov/loc/ifla/imeicc/imeicc2/>; <http://www.loc.gov/loc/ifla/imeicc/> and <http://www.nl.go.kr/icc/icc/information.php>

- 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 description 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 the revised versions of ISBD reached in the last few years, and generalizing wording. The organization of provisions in the present text is by giving first the general stipulations that apply to all types of resources, then the specific stipulations that add information required for that specific type of resource or is an exception to a general rule.

In general, the ISBD is applied to describe manifestations, by means of description of the item in hand as an exemplar of the entire manifestation, using *Functional Requirements for Bibliographic Records* (FRBR) terminology. With it the ISBD applies the Statement of International Cataloguing Principles that establishes “Bibliographic records should typically reflect manifestations”.²

In accordance with the fourth principle of the ISBD and endeavouring to improve interoperability between bibliographic retrieval systems and display formats, the prescribed punctuation has been slightly changed. For example, punctuation may be repeated where an area ends with a point and the following area begins with a point. Also, if different elements in the same area are supplied, each is enclosed in its own set of square brackets. This will give consistency in other displays that differ from the ISBD display.

In the present edition the treatment of general material designations continues as it was in the previous specialized ISBDs, although this element is going to be changed in structure and location. Attempting to provide improved guidance regarding the use of the ISBDs for bibliographic description of resources in multiple formats, and recognizing the increasing incidence of resources published in more than one physical medium and the challenges that these resources pose for bibliographic control, the Review Group appointed a task force charged to investigate the GMD. The Material Designations Study Group agreed on the importance and primacy of the GMD as an “early warning device” for catalogue users. The group proposed the creation of a separate, unique, high level component for recording in bibliographic records. As its work is not yet ready in its complete form, and in order not to delay further the publication of this ISBD, given that many people are depending on it, the Review Group decided the ISBD will be updated after the Material Designations Study Group finishes its work.

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

² Ibid.

resource being described” (see 0.1.3). 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 elements, and in other cases is considered “mandatory” when necessary for identification of the resource 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 given in the stipulations 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) indicates which data elements are mandatory, conditional or optional.

This ISBD reflects the 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.

ISBD and FRBR relationship

The ISBD Review Group considered that it was essential for IFLA to clarify the relationship between the ISBDs and the FRBR model. In trying to achieve the adaptation of ISBD terminology to FRBR’s terms of “work”, “expression”, “manifestation” and “item” that should be introduced in place of terms such as “publication”, the group encountered difficulties, owing in large part to the fact that the terms used in FRBR were defined in the context of an entity-relationship model conceived at a higher level of abstraction than the specifications for the ISBDs. Taking into consideration advice from the Frankfurt IFLA Meeting of Experts on a International Cataloguing Code (IME-ICC), it was said “FRBR terminology should *not* be merely incorporated such as it stands into the ISBDs and cataloguing rules, but these should keep their own specific terminology, and provide accurate definitions showing how each term in this specific terminology is conceptually related to the FRBR terminology”³. The Review Group agreed with the advice from the IME-ICC and decided, in 2003, to avoid using FRBR terminology in the ISBD. Nevertheless, the ISBD Review Group did decide to introduce some changes in terminology. Among them is the use of the term “resource” rather than “item” or “publication”. This decision was taken in order to avoid confusion because the use of the term “item” in the former ISBDs is different from the term “item” as used in FRBR.

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

The ISBD Review Group wants to acknowledge all previous revision work and publications of the ISBDs, as this new version has the intention of respecting as much as possible the different stipulations coming from the specific ISBDs, in order to adhere to the second objective. Following is a brief summary in recognition of this previous work.⁵

³ Patrick Le Boeuf, "Brave new FRBR world". In IFLA cataloguing principles : steps towards an international cataloguing code : report from the 1st IFLA Meeting of Experts on an International Cataloguing Code, Frankfurt, 2003. Available at http://www.d-nb.de/standardisierung/pdf/papers_leboeuf.pdf

⁴ This mapping is based on the ISBDs published at that time. Available at <http://www.ifla.org/VII/s13/pubs/ISBD-FRBR-mappingFinal.pdf>

⁵ For a more detailed introduction to the ISBDs, see: John Byrum, “The birth and re-birth of the ISBDs: process and procedures for creating and revising the International Standard Bibliographic Descriptions”, 66th IFLA Council and General Conference, Jerusalem, Israel, 2000. Available at <http://www.ifla.org/IV/ifla66/papers/118-164e.htm>

History

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 the 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).

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,⁶ had been taken into account by a number of cataloguing committees in redrafting national and multinational 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 also 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.

Revision 1980-2000

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.

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

⁶ For a complete list of the ISBDs in English: <http://www.ifla.org/VI/3/nd1/isbdlist.htm>; and a list of the authorized translations, see <http://www.ifla.org/VI/3/nd1/isbdtran.htm>.

Cataloguing's Standing Committee⁷. 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”.

Revision 2000-2006

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 following meetings to harmonize the ISBD(S) with the ISSN guidelines and with the *Anglo-American Cataloguing Rules*, 2nd edition. 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. This resulted 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.

All these last revisions have been taken into account in the current edition of ISBD, in addition to the recently revised ISBD(A) resulting from the world-wide review process carried on in 2006.

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 resources and recent technological developments that have impacted bibliographic access, the Review Group will maintain the consolidated edition of the ISBD, which will supersede the individual ISBDs, taking into consideration changes to national and multinational cataloguing codes.

This text will not solve all the problems that are present in today's cataloguing processes. Conscious that more consistency and uniformity can be reached, the Review Group foresees a new revision in two years' time to work toward this goal, and also to solve many of the problems that remain and consider other suggestions coming from all of the IME-ICCs.

Grateful acknowledgement is made to all the Study Groups involved in the review of specific ISBDs, and to the previous chair of the ISBD Review Group, John D. Byrum, who carried out the majority of revision projects. Special thanks are due 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.

Madrid, Spain
February 2007

Elena Escolano Rodríguez, Chair
ISBD Review Group

⁷ 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>

0 PRELIMINARY NOTES

0.1 Scope, purpose and use

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 types of resources covered by the ISBD include the following:

- Printed texts
- Cartographic resources
- Electronic resources
- Moving images
- Multimedia resources
- Notated music resources
- Sound recordings
- Still images (e.g. engravings, photographs)

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 mode of issuance.

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.

For definitions, 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 secondarily 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 that may be required in a range of different bibliographic activities. It therefore includes elements that are essential to one or more of those activities, but not necessarily to all.

Elements of the ISBD are designated as mandatory, conditional, or optional.

- **Mandatory:** the element is required in all situations if applicable; this is indicated in the text by “is given” or “are given”.
- **Conditional:** the element is required under certain conditions, such as “when necessary for identification or otherwise considered important to users of the catalogue”. If the condition is not met, use of the element is optional.
- **Optional:** the element may be included or omitted at the discretion of the agency; this is indicated in the text by “optional” or “may”.

National bibliographic agencies are called on to accept responsibility of creating the definitive record for each resource issued in that country. It is therefore recommended that descriptions prepared by them contain 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, conditional 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 and other standards.

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 the 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 (e.g. 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 mode of issuance.

0.2 Treatment of resources

0.2.1 Specific types of resources

For older monographic resources:

The ISBD is concerned with the description of complete copies of library materials, and makes no provision for situations where no conclusive evidence as to the intended extent

of a resource exists or when an imperfect copy is catalogued without the help of a bibliographic description for the resource. Whenever possible, a description of a complete example should be found. Where no complete example exists, a description may be worked out from imperfect copies if the imperfections are such as to permit this, and imperfections and other peculiar characteristics relating to the copy in hand described in area 7 (see 7.11). 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.

For continuing resources:

For cataloguing purposes, continuing resources are treated in the ISBD in two ways depending on the mode of issuance: as serials or 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 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 cataloguing 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 cataloguing agency omit the edition statement in area 2 and give an appropriate note(s) in area 7 (see 7.2). (For additional information concerning editions, see 2.1.1.)

0.2.2 Resources issued in multiple formats

When a resource is issued 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 or different output medium may be described in the single bibliographic record, with each carrier/medium 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.

0.2.3 Multipart 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 a single bibliographic record (see area 5).

0.2.4 Changes requiring a new description: for continuing resources

0.2.4.1 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:

0.2.4.1.1 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 0.2.5);

Examples

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

Металлургия и технология
becomes Metallургия и машиностроение

New notes
becomes Upstream journal

La recherche aéronautique
becomes La recherche aérospatiale

Scene
becomes TV 2

IFLANET unplugged
becomes IFLA CD ...

0.2.4.1.2 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;

Examples

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

0.2.4.1.3 When a corporate body, named anywhere in the title, changes, except as indicated below (see 0.2.5.1.5).

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

0.2.4.2 Other major changes to serials

For serials, a new description also is required in the following cases:

0.2.4.2.1 When the title proper is a generic term and the issuing body changes its name (except as indicated below; see 0.2.5.1.5 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

0.2.4.2.2 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

0.2.4.2.3 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

0.2.4.2.4 When hitherto dependent titles become independent;

Example

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

0.2.4.2.5 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

0.2.4.2.6 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

0.2.4.2.7 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

0.2.4.3 Major changes to integrating resources

For integrating resources, a new record is required in the following cases:

0.2.4.3.1 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

0.2.4.3.2 When the physical medium changes;

Example

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

0.2.4.3.3 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

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

0.2.5 Changes not requiring a new description: for continuing resources**0.2.5.1 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 area 7 (see 7.1.1.6.1). The following are to be considered minor changes:

0.2.5.1.1 The change is in the representation of a word or words, for example,
 one spelling vs. another

Examples

Statistisk aarbog 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

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

Example

Research in technological adaptation
becomes RITA

0.2.5.1.3 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

0.2.5.1.4 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

0.2.5.1.5 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.

0.2.5.1.6 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.

0.2.5.1.7 The change is in the order of titles when the title is given in more than one language on the prescribed 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

0.2.5.1.8 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 ...

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

Examples

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

Minneapolis morning tribune
Note: 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

0.2.5.1.10 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

0.2.5.1.11 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 0.2.4.1.1).

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

0.2.5.2 Minor changes to integrating resources

Any change in information recorded in the description for the same integrating resource other than those noted in 0.2.4.3.1 and 0.2.4.3.2 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

0.3 Outline of the ISBD and Punctuation

0.3.1 Outline of the ISBD

General notes on the outline of the ISBD

- A. 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.
- B. 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 part of that other area or element.
- C. For older monographic resources, area 4 is called Publication, printing, distribution, etc., area.

Area	Prescribed preceding (or enclosing) punctuation for elements	Element	Usage (M=Mandatory)⁸ (C=Conditional) (O=Optional)	Repeat- ability
<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	R
		1.4 Other title information	C	R
		1.5 Statements of responsibility		
		First statement	M	
Subsequent statement	C	R		
2. Edition area	= / ; , / ;	2.1 Edition statement	M	
		2.2 Parallel edition statement	O	R
		2.3 Statements of responsibility relating to the edition		
		First statement	M	
		Subsequent statement	C	R
		2.4 Additional edition statement	M	R
		2.5 Statements of responsibility following an additional edition statement		
		First statement	M	
		Subsequent statement	C	R
		3. Material or type of resource specific area		3.1 Mathematical data (Cartographic resources)
3.2 Music format statement (Notated music)	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	R
		4.2 Name of publisher, producer and/or distributor	M	R
		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	R
		4.6 Name of printer, manufacturer, or engraver	C	R
		4.7 Date of printing or manufacture	C	

⁸ “Mandatory” for most data elements indicates that the element is mandatory if it is applicable for the resource.

Area	Prescribed preceding (or enclosing) punctuation for elements	Element	Usage (M=Mandatory)⁹ (C=Conditional) (O=Optional)	Repeatability
5. Physical description area		5.1 Specific material designation and extent	M	
	:	5.2 Other physical details	C	
	;	5.3 Dimensions Format (for older monographic resources)	C	
	+	5.4 Accompanying material statement	O	R
6. Series area <i>Note: A series statement is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses.</i>		6.1 Title proper of series, subseries or multipart monographic resource	M	
	=	6.2 Parallel title of series, subseries or multipart monographic resource	C	R
	:	6.3 Other title information of series, subseries or multipart monographic resource	C	R
		6.4 Statements of responsibility relating to series, subseries or multipart monographic resource		
	/	First statement	C	
	;	Subsequent statement	C	R
	,	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			C	R
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	R
	()	8.4 Qualifications	O	R

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 0.3.2.7). For the punctuation of scripts written from right to left, see 0.3.2.11 and Appendix B.

⁹ “Mandatory” for most data elements indicates the element is mandatory if it is applicable for the resource.

For older monographic resources:

Cataloguing agencies, particularly those creating definitive records, may wish to indicate unambiguously in the description the exact punctuation as found on the resource. 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.

Line endings may be indicated by a standard designation as chosen by the cataloguing agency (e.g. slash “/” or double slash “//”, vertical stroke “|” or double vertical stroke “||”) when they are considered necessary for identification or when the title is taken from the opening lines of a poem (see e.g. 1.1.5.1).

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

0.3.2.7 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

Examples for older monographic resources

by J. Smith, Esq.. –

by J. Smith, ... G. Brown, and others –

by J. Smith, Esq. –

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

not

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

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

- 1) 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.]

- 2) The mark of omission, i.e. three points (...), 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 when the information appears in the middle or at the end of the title.

0.3.2.9 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.

0.3.2.10 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.

0.3.2.11 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.

Example

סונטינה לכנור ופסנתר (או לחליל ופסנתר) / ירדנה אלותין. –
תל אביב : מכון למוסיקה ישראלית, 1982 .cop.

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

0.4.1 Basis of the description

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).

For 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 the first (or earliest) issue or part is preferred over a source associated with the whole resource or with a range of more than one issue or part.

Area	Basis of description
1. Title and statement of responsibility	First or earliest issue or part
2. Edition	First or earliest issue or part
3. Material or type of resource specific	All issues or parts
	For Numbering (Serials): First and last issues or parts for each system or sequence
4. Publication, production, distribution, etc.	
Place and publisher, producer, distributor, etc.	First or earliest issue or part
Place and manufacturer	First or earliest issue or part
Date	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

For integrating resources:

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

Area	Basis of description
1. Title and statement of responsibility	Current iteration
2. Edition	Current iteration
3. Material or type of resource specific	All iterations
	Numbering (Serials) not used
4. Publication, production, distribution, etc.	
Place and publisher, producer, distributor, etc.	Current iteration
Place and manufacturer	Current iteration
Dates	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:

Resources in roman scripts:

For 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 reproduction, the title page with the reproduction 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 alternative 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:

When for a multipart monographic resource there is a title page for each part, the one selected is the title page of the part carrying the lowest number or, if the parts are not numbered, the part that has been published first.

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. In each description only one page, portion of page, or part of the resource can be designated as a title-page substitute.

For 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:

- 1) the analytical title page, cover, caption, masthead, editorial pages, colophon;
- 2) the other preliminaries and information to be found on the wrappers and top and bottom of text pages (such as running title);
- 3) the rest of the continuing resource: prefaces, forewords, tables of contents, text, appendices, etc.;
- 4) 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:

- 1) when the leaf bears only the title proper in the manner of a half-title page;
- 2) 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);
- 3) 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.

0.4.2.2 For cartographic resources and For still images:

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 sound recordings and For moving images:

Many multimedia resources, sound recordings, videorecordings, and still and moving images lack a single source of information for creating a bibliographic description. 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. Thus the title frames of a motion picture, the label on a disc or the central area of a stereograph reel will normally be preferred to 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 1 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 cassette or compact disc may thus be preferred as a source of data to the label on the cassette or disc itself, particularly when the resource contains two or more works and when the descriptive insert is the only source for a collective title. 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.

- 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:

- 1) 1. The whole resource is the preferred source of information; it includes:
 - a) The resource itself with the following preferred order of sources:
 - i) Sources internal to the resource itself. Such information is taken from formally presented information, e.g. in the title screen, main menu, program statements, first

display of information, the header to the file including “Subject:” lines, home page, encoded information (e.g. TEI header, HTML title);

- ii) The physical carrier or its labels.

The encoded information 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), the information should be taken from the resource when it has been 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.

- b) 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:
 - i) 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;
 - ii) 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.

- 2) In cases where the necessary information is not provided in any of the above sources, preference is given to the following sources in the following order:
 - a) other published descriptions of the resource (e.g. bibliographic databases, reviews);
 - b) other sources.

0.4.2.5 Resources containing different works:

Single part monographic resources:

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 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.

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.

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

For older monographic resources:

The resource described is that as issued by the publisher, printer, distributor, etc. No part of the resource 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 prescribed source of information for the area, the source of information is given in area 7. When the resource lacks a title page and an alternate 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.

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) 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 usually not transcribed from the resource and therefore do not require square brackets for interpolations, etc. The terms 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 the original title or a variant title is provided in area 7;
- when quotations are provided in area 7;
- when the key title is provided in area 8.

The description of resources appearing in scripts¹⁰ 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. For Latin interpolations, see 0.6.6.

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 1.1.5.1) or, 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 1.5.4.1), 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 (see 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*, ISO 31-1:1992, *Quantities and units. Part 1, Space and time*, 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 (see also Appendix D).

0.6.5 Initials 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

Secundum usum S.R.E.

Prediche del M.R.P.C.M.

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

¹⁰ When the script is not in current use or is otherwise not available a suitable alternative script should be used, e.g. Cyrillic (civil) for Cyrillic (Church Slavonic).

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

0.6.6 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 is enclosed in square brackets or given 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?]. 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 the abbreviation or contraction may be left as it stands.

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 0.5)¹¹. 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.

For older monographic resources:

Letters of numerical value in a chronogram in the title or Publication, printing, distribution, etc., area, or in an acrostic in the text of a poem are given in capitals. Interpolations used by the cataloguing agency should follow modern practice.

Example

Anno Vt speraMUs, pace CoronanDo [1610]

¹¹ The provisions of 0.5 apply to the language, script and form of letters and diacritics to be used for transcription.

A final larger capital I in Latin words is a ligature representing ii or ij. It can be expanded (see 0.6.6) or it may be left as it stands.

Early type founts provided only one letter for upper case I and J and one for U and V. (Lower case i/j and u/v were used mutually as well, the differences follow the founts used and graphical conventions rather than spelling conventions, but both letters were *extant* in most type founts.) The capital letters U and V began to be differentiated in the early 16th century, distinction between I and J, i and j, u and v came later in the 16th century.¹²

Several slightly different transcription conventions for I and J and for U and V are applied in the international cataloguing community. These may range from recording the actual capitalization of the originals to converting V to u in most cases. One consistent conversion method as chosen by the cataloguing agency is to be applied.

For example, if the capitalization of the original is not recorded, alternating I and J, U and V, and VV or UU representing W are transcribed as they appear, that is:

I or J as i or j, final IJ as ij, U and V as u and v, VV as vv.

or, I or J may be converted to i or j, U and V to u or v, and VV to w, according to modern spelling conventions.

If it is not possible to identify a capital letter as one or the other (e.g. I/J or U/V in Gothic type), it should be normalized according to modern orthography in the language of the resource.

Examples:

JOHANNES as Johannes

JSAK as Isak

Depending on the conversion method chosen, the cataloguing agency should provide for the necessary complementary access points.

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.

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]

¹² Consistent use of these types as different letters was not established until well into the 19th century, however. See D.B. Updike, *Printing types : their history, forms and use*. – Cambridge : Harvard University Press, 1937, p. 22, note.

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 Vienes[e] [sic] waltzes
 compuesto por Luis de Bricf[ne]o [i.e. Bricef[ne]o]
 Small busines [sic] encyclopedias
 An hnmble [sic] address
 To my loaing [sic] friend
 Antiqvtates [i.e. Antiquitates] Alstetenses et Palatinatvs Saxonici

or

Antiqv[j]tates Alstetenses et Palatinatvs Saxonici

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

Spaces that are intentionally left blank, to give room for dates or names, etc., entered later by hand, are recorded enclosed in square brackets. The term “blank space” or an appropriate equivalent in the language chosen by the cataloguing agency is recorded. Additions by hand in such spaces are recorded in area 7 or given enclosed in square brackets in area 1 with an explanation in area 7.

Example

Kungörelse, Angående Någon tilärnad Entreprenade, af tändningen och underhållandet af Stadsens enskilde Lycktor. Gifwen Stockholms Rådhus den [blank space] Junii 176[blank space]

Note: Date "19 Junii 1767" filled in by hand on title page and on the last page of copy x in collection y

or

Kungörelse, Angående Någon tilärnad Entreprenade, af tändningen och underhållandet af Stadsens enskilde Lycktor. Gifwen Stockholms Rådhus den [19] Junii 176[7]

Note: Dates between brackets filled in by hand on copy x in collection y

When copies with a misprint corrected are known and both variants are described in one record, the later variant is used as the basis for description. Information about the misprint is given in area 7.

Example

Den sluga och förståndiga gubben, som lærer de oförfarna både i städerna och på landet, at igenom hwarjehanda hus-curer, hela och bota mångfaldiga sjukdomar, så wäl hos människor som fänad; jämte mycket annat, som kan tjena til förmon och nytta i åtskilliga hushållsstycken.

Note: Variant state has misprint in title: "sjukdo-"/"domar"

. – Stockholm, : gedruckt bey Henr. C. Merckell, königl. Buchdr. im Grosz-Fürstenthum Finland., Anno 1721.

Note: Statement of publication taken from colophon. Variant state has misprint in colophon: "Stocholm"

Turned letters are transcribed as intended and an explanatory note is given.

Example

... virtue ...

Note: The "r" in "virtue" is turned the wrong way

For continuing resources:

Inaccuracies or misspelled words are not transcribed in the title proper (see 1.1.5.1).

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 enclosed in square brackets and an explanatory note is made if considered important to users of the catalogue.

Examples

/ by [E.B.C.]

Note: Author's initials represented by musical notes

I [love] Paris

Note: The word "love" in the title is represented by a heart symbol

Splinters, historical, sacred and profane, partly from off that standard [oak], our blessed constitution

Note: The word "oak" is represented by a woodcut of the tree

[3rd ed.]

Note: Edition information represented by three stars

0.11 Imperfections**For older monographic resources:**

The ISBD is concerned with the recording of copies of library materials as issued, and makes no provision for situations where no complete 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 manual 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 copy should first be sought and imperfections and other peculiar characteristics described in area 7; 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 square 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 with an explanatory note. The extent of an imperfect copy when the complete extent cannot be inferred is given according to the provisions of 5.1.4.1.5.

SPECIFICATION OF ELEMENTS

1 TITLE AND STATEMENT OF RESPONSIBILITY AREA

Introductory note

The Title and statement of responsibility area covers stipulations also for the General material designation, the parallel title, and other title information. More information appears at the beginning of each element of the 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 on a resource, are separated by a point, space (.).
- G.** Titles of individual works by the same author, composer, artist, etc., contained on 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 title : parallel 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 source

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.

**Printed textual resources and
Printed notated music resources:**

Title page or title-page substitute.

**Printed cartographic resources and
Multimedia resources, sound recordings, videorecordings, and still and
moving images:**

The resource itself, container, accompanying material.

Electronic resources:

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

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.

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.

For all types of resources:

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

1.1 Title proper

Introductory note

The title proper consists of the title of the resource 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 1.1.4.1, 1.1.4.2.

For resources other than electronic resources, the source of the title proper is given in area 7 (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 for audiovisual resources, sound recordings, videorecordings, and still and moving images.

For electronic resources, the source of the title proper is given in area 7 in all cases.

1.1.1 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 1.1.6).

Examples of titles proper

Type of resource	Title on resource	Title proper
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
book	“音乐圣殿 古典音乐欣赏”	音乐圣殿
music	"Symphony no. 16 in G major (Oxford)"	Symphony no. 16 in G major
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

<i>Type of resource</i>	<i>Title on resource</i>	<i>Title proper</i>
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	“www.opatija.hr”	WWW.opatija.hr
integrating resource	“dubrovnikportal”	Dubrovnikportal
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
会议文集

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-Pula-Gorica, 3-8.X.1949

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
 徐悲鸿
 三郎龍梅原
 김수근

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
 P.M.S.

The expanded form, when present on the prescribed source of information but not selected as the title proper (see 1.1.4), is given as other title information (see 1.4.3) or as a statement of responsibility (see 1.5.5.1).

When it is not on the prescribed sources, the expanded form may be given in area 7 (see 7.1.1.4).

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 Tantz-
 Kunst
 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 und 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

En liten catechismus eller Kort summe på then rette christelighe och catholiske troo

袖珍神学, 或, 简明基督教词典

ジュリエット物語, あるいは, 悪徳の栄え

아라비안나이트, 일명, 千日夜話

Examples for older monographic resources

Collegium institutionum juris, sive Controversiae, antinomiae et
difficultates librorum quatuor institutionum juris; ...

Wunder-Spiegel, oder Göttliche Wunder-Werck, ...

Evangelische Kirchen Harmonie, das ist: Der hoch-heiligen Skrift
unterschiedene Texte, und Worte: ...

Le mystère d'iniquité, c'est à dire L'histoire de la Papauté par quels
progrez elle est montée à ce comble

Some considerations about the case of scandal, or Giving offence to weak
brethren

The ISBD does not prescribe punctuation before or after the linking word. The use of this punctuation is at the discretion of the cataloguing agency.

1.1.3.5 The title proper can include numbers or letters.

Examples

Analytic theory of continued fractions II

Knox County, Kentucky, marriage book BB & C

Knitting I

Knitting II

International map of the world 1:1 000 000

World 1:5 000 000 series 1106

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

In Caii Plinii Secundi Naturalis Historiae I. & II. cap. Libri xxx. Commentarius

Evangelischer Gnaden-Strom, das ist: Sechs evangelische Historien, begrieffen im 2.3.
und 4. Cap. Johannis. ...

LXX. disputationes theologicæ; ...

中国国界线画法标准样图(1:400万)

900句开口篇

한글 dBASE III plus 1.1H

**For notated music resources and
For 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 the type of composition.

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
降B作品第, 大调第一弦乐五重奏K174号

Otherwise such statements are regarded as other title information.

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, G. Mazzini, G. Garibaldi e F.D. 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 le quel 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
 Joe Lynn's payroll system
 Bruce Mitchell on dimensional analysis
 Monsieur Bossu's treatise of the epicke poem
 朗文常用英文词根词典
 鲁迅全集

For moving images:

Even when the credits are linguistically connected with the title, credits for performer, director, producer, presenter, etc., that precede or follow the title are not considered as part of the title proper.

Examples

Star wars

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

Thief

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 a dependent title designation.

Examples

Internationale Quartär-Karte von Europa. Blatt 8, Magnitogorsk

Crecer como hijos de Dios. Libro del catequista

Nueva enciclopedia Larousse. Suplemento

Example for older monographic resources

Föreläsningar i fortification, / af Mårten Sturtzenbecher ... Första delen.
 1. om fältverk

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, or, if there is no typographical distinction, the sequence of titles on the prescribed source of information. If the typography or sequence does not provide the basis for a clear choice, the most comprehensive title is selected as the title proper.

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 of 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.

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 may be given in area 7.

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 resources,
For multimedia resources, sound recordings, videorecordings, and still and moving images and
For electronic resources:**

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

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

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

Dansons avec le Ry-Co jazz

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

Editorial comment: Minutes and seconds recorded according to ISO 31-1:1992, *Quantities and units. Part 1, Space and time*

Winter games

Note: Contents: Hit the slopes ; Hit the ice

Finance directions

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

조정래 문학상 수상 작품집

Note: Contents: 유형의 땅 ; 인간의 문 ; 메아리 메아리

For older monographic resources:

The title proper can include the titles of the individual works, or the titles of the individual works may be given in area 7, with their omission from the title proper being 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.

P. Virgilii Maronis Opera omnia ...

Note: Contents listed on title page as: Bucolica, Georgica, Aeneis; Ciris et culex

or

P. Virgilii Maronis Opera omnia: Bucolica, Georgica, Aeneis; Ciris et culex; / ...

Tractatus sex. ...

Note: Contents listed on title page as: 1. De electione Romani regis. 2. Paratitla recessuum imperii. 3. Comment: ad L. 5. §. 14. D. commodati. 4. De origine solduriorum. 5. De fundamentis juris publ. & politicae. 6. Apologia pro orthodoxis Germaniae Jctis contra D. Casparum Manzium

or

Tractatus sex. 1. De electione Romani regis. 2. Paratitla recessuum imperii. 3. Comment: ad L. 5. §. 14. D. commodati. 4. De origine solduriorum. 5. De fundamentis juris publ. & politicae. 6. Apologia pro orthodoxis Germaniae Jctis contra D. Casparum Manzium. / ...

Heures chrétiennes, ou Occupations saintes, ...

Note: Contents listed on title page as: I. Les veritez chretiennes dans les Epitres & les Evangiles dominicales, plusieurs passages de l'Ecriture sainte, et l'Histoire de la passion. II. Les loüanges chretiennes dans les cantiques spiritüels, les hymnes & les psaumes de l'eglise. III. Les instructions chretiennes dans le Petit catechîme de feu Martin Luther, les symboles de la foi, & la confession d'Augsbourg. IV. Les prieres chretiennes tant publiques que particulieres. V. Les psaumes de David, nouvellement traduits selon la version allemande

1.1.4.4 Resource with two or more works without a collective title

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 area 7 (see 7.7.1).

If no one work is the predominant part of the resource, see 1.1.5.2.1 for the transcription of the titles of the works.

1.1.4.5 Resources without any title

1.1.4.5.1 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

[Phantom jet fighter landing at R.A.F. Leuchars, July 1971]

[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]

[Carte de la lune]

[Mining claims in parts of Gloucester and Restigouche counties, New Brunswick, Canada]

[北陵志略]

[日記]

A note is added in area 7 to explain that the title was supplied by the cataloguer.

1.1.4.6 Resource as part of, or supplement to, another resource

1.1.4.6.1 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 XIXe siècle. Épilogue
 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
 Mix and match games. Module 1, Letters
 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
 采矿设计师手册. 4, 矿山机械卷
 企业管理基础. 教师手册

Example for older monographic resources

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

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.

1.1.4.6.2 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)

Ernani

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

In area 6: (Musical sources)

U.S. grain sales and shipments

In area 6: (GSR agricultural surveys)

社会科学ジャーナル

In area 6: (国際基督教大学学報 ; 2B)

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

1.1.4.6.3 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 resource.

Superfluous hair, from Mail order madrigals

More graphics for Imagine that!

Der ander Theil deß Formularij, zum Tractat von Commissarien vnd Commissionen
 Camerae Imperialis gehörig, in sechs Bücher abgetheilt

1.1.4.6.4 Series designation

For serials, any number or other information relating to a chronological designation is not transcribed as a dependent title but is given in area 3 (see 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

I am a jolly huntsman| 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

一般动力学（动力学、振动与控制）最新进展

Editorial comment: Title appears as: 一般动力学[振动与控制、动力学]最新进展

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, publication, printing, distribution, etc., information, 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, 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

Que contineant duodecim ęneidos libri ... P Virgilij Maronis

Hereafter foloweth a litel boke called Colyn Cloute

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

Haubtschluessel 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 area 7. In case of doubt whether the spelling of a word or words is correct, the spelling is transcribed as found.

Examples

Housing starts

Note: 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

For serials:

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 area 7.

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. A linking word or phrase between the titles of the works by the same author as given on the prescribed source of information is retained. (For works by different authors, see 1.5.5.11.2.)

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

Dixit Dominus : RV594 ; Stabat mater : RV621 ; Gloria in D major : RV588 ...

Electronic writing ; Functional grammar ; Verbal communication ...

初吻 ; 绿化树 ; 男人的一半是女人

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. When the resource contains several title pages, the titles on the other title pages are recorded in area 7.

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 recorded 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, enclosed in square brackets after a hyphen.

Examples

Prima [-decima] egloga della bucolica di Virgilio

Note: Titles on leaves e6, f2, gl, h7, m4 verso: 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

Quinti Horati Flacci epistolarum liber primus [-secundus]

Exceptionally, when the title page and the titles of the individual works do not convey the idea of a collection, or when there are many titles contained in such a resource, the title on the title page is quoted as instructed in the first paragraph of 1.1.5.2.1 and the character of the contents is conveyed in area 7. Optionally, the titles of the constituent, individual works are given in area 7.

Examples

Anno Regni Georgii II. Regis ... quinto. At the Parliament begun ... the
twenty thirteenth of January, 1731. : being the fifth session of this
present Parliament

Note: A collection of Acts of Parliament enacted in 1732.

Almanach des dames pour l'année 1830

Note: A collection of diverse material. – Contents: Almanach för året efter frälsarens Christi födelse, 1830 ; Vues des divers châteaux en Suède, avec description, 1829 ; Poésies fugitives

1.1.5.3 Common and dependent titles

In the case of a resource with a title proper consisting of a common title and a dependent title, the first element transcribed 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 1.4.4.6, 1.5.5.12). Dependent title(s) appearing on the resource but not on the prescribed source of information are given in square brackets.

Examples for 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
 3a, 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

1.1.5.4 Displayed text without a title proper

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

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 typography and the layout of the statements on 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

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

Note: Transcription of text from enlarged reproduction of magazine cover

'Comment trouvez-vous ce petit vin-là ...'

Note: Caption title abridged

Court cases 1969 ... by counties in southeastern Connecticut

For older monographic resources:

Omission or abridgement is indicated by the mark of omission. The order of statements in the transcription 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
 Barbara
Note: Sleeve title: Barbara, l'aigle noir
 第三交响曲 : 英雄

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 on the resource are given in area 7.

Examples

Hodoegus : Igazsagra vezerlö kalauz
 Seculum Davidicum redivivum : the divine right of the revolution
 scripturally and rationally evinced and applied
Editorial comment: The English title is by typography clearly subsidiary to the Latin one
 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 title proper (see 1.1.1) may be given in area 7 when they appear on the prescribed source of information.

1.1.7 Changes in the title proper

Changes in the title proper may involve making a new description (see 0.2.4, 7.1.1.6).

For serials:

A new description is made if a major change in the title proper occurs (see 0.2.4).

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 a hitherto dependent title of a subseries becomes independent, the subseries is described under the 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.

Examples

Studia latina Upsaliensia

In area 6: (Acta Universitatis Upsaliensis)

British journal of applied physics

In area 6: (Journal of physics ; D)

De puiterveense Helleveeg

In area 6: (Toneelspeelen ; t. 6)

For supplements and inserts/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 area 7 (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 designation¹³

1.2.1 Introductory note

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 optional, but its inclusion is useful in integrated catalogues or bibliographies (i.e. a catalogue that contains records for more than one type of resource).

Examples

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

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

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.

Example

Les trois mousquetaires [Printed text]

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 resource* or its equivalent in another language and/or script may be used as appropriate (see definitions in Glossary).

1.2.5 Resource without a collective title

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

Examples

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

¹³ The general material designation is being considered further for revision. Proposals for change will be considered by the ISBD Review Group.

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

中华人民共和国国歌 [Sound recording] / 田汉词 ; 聂耳曲. 国际歌 / 欧仁·鲍迪埃词 ; 比尔·狄盖特曲

1.3 Parallel title(s)

Introductory note

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 [Printed text] = Journal européen de cancérologie = Europäische Zeitschrift für Cancerologie

International map of natural gas fields in Europe [Cartographic resource] = Carte internationale des champs de gaz naturel en Europe

Alles in allem [Printed text] = Tout compte fait

Новости систематики высших растений [Printed text] = Novitates systematicae plantarum vascularium

Die Schweiz aus der Vogelschau [Cartographic resource] = La Suisse vue à vol d'oiseau = La Svizzera a volo d'uccello = A bird's eye view of Switzerland

英法汉小词典 [Printed text] = A pocket English-French-Chinese dictionary = Dictionnaire anglais-français-chinois de poche

歌舞伎 [Printed text] = Kabuki

아리랑 [Sound recording] = Arirang

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 1.1.4.1.2, 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 [Notated music] = Album für die Jugend

Herfra til evigheden [Motion picture] = From here to eternity

Beyond horizons [Electronic resource] = Allende los horizontes

세계를 간다 [Videorecording] = Video world tour guide

In the case of tête-bêche printed textual resources where text and title pages in two different languages and/or scripts are presented with equal status (see 1.1.4.2.2), 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, distribution, etc., area can be linguistically linked to a parallel title, it is transcribed as part of the parallel title.

Examples

Ἰνστίουτα Θεοφίλου Ἀντικήσσωρος = Institutiones iuris ciuilis in graecam linguam per Theophilum Antecessorem olim traductae ac fusissime planissimeque explicate

Νόννου Πανοπολίτου Διονυσιακά = Nonni Panopolitae Dionysiaca : nunc primum in lucem edita, ex bibliotheca Ioannis Sambuci Pannonij

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 [Printed text] = Les séquestrés d'Altona.

Tétralogie [Notated music] = Der Ring des Nibelungen

Alexandri Aphrodisiensis in Sophisticos Aristotelis elenchos commentaria = Αλεξάνδρου Ἀφροδισίεως ἀποσημειώσεις εἰς τοὺς σοφιστικὸς ἐλέγχους

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.

Example

Das Zeitalter der Atomkraft [Printed text]

Note: Translation of: The era of atomic power

Editorial comment: Original title on verso of title page

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 [Videorecording] = À bout de souffle

Pièces de clavecin [Notated music] = 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

Majaladda xeerka [Printed text] = Majallat al-qanun = Law quarterly review

Swiss financial year book [Printed text] = Schweizerisches Finanz-Jahrbuch = Annuaire financier suisse = Annuario finanziario svizzero

Le nozze di Figaro [Notated music] = Die Hochzeit des Figaro = The marriage of Figaro

Composizioni per liuto [Notated music] = 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, if given, 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 prescribed source of information 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 szókknak 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 on the resource may only be given in area 7.

1.3.5.4 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, is (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 [Motion picture] = You are not alone. Opname = In for treatment

Sur le mariage [Printed text] = Über die Ehe ; Lessing ; Freud et la pensée moderne = Freud in der modernen Geistesgeschichte ; Mon temps = Meine Zeit

De l'autre côté du miroir et de ce que Alice y trouva [Printed text] = Through the looking glass and what Alice found there ; La chasse au Snark = The hunting of the Snark

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 prescribed source of information.

Example

Ταδε ενεστιν εν τωδε τω βιβλιω. Λουκιανου. Φιλοστράτου Είκόνες ; του
αύτου Ἡρωικά ; του αύτου Βίοι σοφιστων. Φιλοστράτου Νεωτέρου
Είκωνες Καλλιστράτου Εκφάσεις = Qve hoc volumine continentvr.
Luciani Opera. Icones Philostrati ; eiusdem Heroica ; eiusdem Vitae
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, if given, 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

1.3.5.5 Parallel common titles and dependent titles.

In the case of a resource with a title proper made up of common title(s) 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 [Printed text] = Annuaire de la Faculté d'agriculture et de sylviculture
de l'Université de Skopje. Agriculture

Dansk periodicafortegnelse. Supplement [Printed text] = The Danish national
bibliography. Serials. Supplement

中国动物志. 昆虫纲. 第四十六卷, 膜翅目. 黄蜂科(四). 窄径黄蜂亚科 [Printed text] =
Fauna sinica. Insecta. Vol. 46, Hymenoptera. Braconidae (IV). Agathidinae

1.3.5.6 Changes in the parallel title in continuing resources and multipart monographic resources

**For serials and
For 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

Introductory note

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 [Cartographic resource] : situation en 1972

Edgar Degas [Printed text] : pastels, lavis, gouaches, esquisses

Les plaideurs [Printed text] : comédie

Motor road map of South-East England [Cartographic resource] : showing trunk and other classified roads

Bilder einer Ausstellung [Notated music] : zehn Stücke für Klavier

Klavierkonzert in A, KV 414 [Notated music] : Ausgabe für Klavier, 2 Violinen, Viola und Violoncello

Petrushka [Sound recording] : revised version, 1947

WWW.hr [Electronic resource] : Croatian homepage since 1994 / editor-in-chief Gordan Gledec

Le Louvre [Electronic resource] : peintures & palais

Léonard de Vinci [Motion picture] : géant de la Renaissance

Dynamics of a molecule in a cage [Motion picture] : CH₄ in NaA Zeolite

Abbado in Berlin [Videorecording] : the first year

Almageste [Videorecording] : voyage céleste sur ordinateur

Royalists and puritans [Graphic] : 1635-1660

Sibilla Frigia [Graphic] : vidi leccelso idio che fragellare

アジア語楽紀行 [Printed text] : 旅するタイ語

語楽紀行アジア [Videorecording] : 語タイする旅

느낌여행 오지체험 [Videorecording] : 삼척 내미로 마을

For continuing resources:

For continuing resources other than updating looseleaves, 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 area 7 (see 7.1.3).

When the title proper consists only of the name of a corporate body (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 7.1.3).

Example

Société d'études de la province de Cambrai [Printed text] : [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.

1.4.1 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 [Printed text] : Nibelungenlied

1.4.2 A statement of other title information can include a statement of responsibility, the name of a publisher, 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 [Printed text] : the broadcasts of Edward R. Murrow 1938-1961

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

Heil Harris! [Printed text] : a novel based on the television series "The Avengers"

Le encicliche sociali di Leone XIII e Pio XI [Printed text] : testo latino e traduzione italiana della "Rerum novarum" e della "Quadragesimo anno" con riferimenti ad altri documenti pontifici

The greenwood tree [Printed text] : newsletter of the Somerset and Dorset Family History Society

Esquisse géologique de la Thakkola, Népal central [Printed text] : missions géologiques du C.N.R.S.

Black holes [Electronic resource] : Sidney Owen's space games

Motor road map of South-East England [Cartographic resource] : showing trunk and other classified roads

21世纪的信息资源编目 [Printed text] : 第一届全国文献编目工作研讨会论文集

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
[Printed text] : ouvrage dans lequel on traite aussi du froment & du riz

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

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

Théâtre de Pierre Corneille [Printed text] : avec des commentaires et autres morceaux intéressans

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) [Printed text] : 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 also 1.1.3.3), the set of initials or the acronym present on the prescribed source of information is treated as other title information.

Example

Cahiers de l'Institut de linguistique de Louvain [Printed text] : CILL

For continuing resources:

When the title proper consists of or includes a set of initials or an acronym (see also 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 [Printed text]

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

1.4.3.1 Incomplete or ambiguous titles

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

Kauheat karnevaalit [Printed text] : [opiskelijaliike Tampereen Yliopistossa]

Stephen Bone [Printed text] : [an exhibition catalogue] 8th-31st October, 1986

I våra hus [Printed text] : [dikter]

Vegetation [Cartographic resource] : [in Botswana]

Département de l'Yonne [Cartographic resource] : [carte routière]

Florida [Cartographic resource] : [tourist map]

Street map of Flagstaff, Arizona [Cartographic resource] : [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, 1.4.4.7, 1.4.4.8).

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. 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). 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.

For updating looseleaves:

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 7.1.3).

Examples

"Je roule sans accident!" [Printed text]

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

Tam-Tam [Notated music] : 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 other 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.

Example

A Christian funeral. [Printed text] : 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;

Editorial comment: punctuation of the original retained

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 [Printed text] : New Zealand in the seventies : essays in honour of W.B. Sutch

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

6 succès d'Elvis Presley [Notated music] : 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

联邦调查局档案 [Printed text] : FBI : 帝国之中的帝国 霸权之上的霸权

オールド・ファッション [Printed text] : 普通の会話 : 東京ステーションホテルにて

문화재를 배웁시다 [Electronic resource] : 중요무형문화재

For older monographic resources:

If a statement of other title information is given, it is 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 ; Heart of darkness ; The end of the tether

Le chevalier du guet [Notated 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

Some effects of geographical factors in combat simulations [Electronic resource] : presentation / Zvonimir Bratun. Model Horus as a training method in Slovenian Armed Forces : presentation ; Model Horus as a training method in Slovenian Army / Dušan Marincic

For older monographic resources:

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

Examples

Les Akanças [Printed text] : prologue mélo-dramatique, en un acte et en prose ; suivi Des Espagnols dans la Floride : pantomime en trois actes et à spectacle

Vortigern [Printed text] : 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. For notated music and sound recording resources, if the statement would normally be part of the title proper (see 1.1.3.5), it is given as other title information. 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 [Printed text] ; Die Glasmenagerie : zwei Theaterstücke

Eight variations in G major K. 24 [Notated music] ; Seven variations in D major K. 25 : for piano

Lied auf dem Dach [Notated music] ; 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 enclosed in square brackets. Alternatively, the statement of other title information may be given in area 7.

Example

Die grosse Liebe [Printed text] ; 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.

Examples

Stock selection. Portfolios [Electronic resource] : money management

Jigsaw puzzles [Visual projection] : a visual survey. Children's art : a decade of examples

Bibliographie de la France Biblio [Printed text] : journal officiel du livre français paraissant tous les mercredis. 1ère partie, Bibliographie officielle : publications reçues par le Service du dépôt légal

Periodica polytechnica [Printed text] : contributions to international technical sciences published by the Technical University of Budapest. Transportation engineering

Publications of the Institute. Historical studies. Series III, Renaissance Europe [Printed text] : texts and commentaries

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

For older monographic resources:

When the title proper consists of a common title and a dependent title (see 1.1.5.3), individual statements of other title information, if given, 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 [Printed text] : 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 [Notated music] : für Streichtrio and Harfe = Short meditations : for string trio and harp

Klavier-Quintett [Notated music] : 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

La Birmanie : images du bouddhisme vivant = Burma : images of living Buddhism

Les manuscrits datés [Printed text] : premier bilan et perspectives : Neuchâtel, 1983 = Die datierten Handschriften : erste Bilanz und Perspektiven : Neuenburg, 1983

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

挑战黑客 [Printed text] : 网络安全的最终解决方案 = Hacker proof : the ultimate guide to network security

For older monographic resources:

Each statement, if given, follows the order indicated by the sequence of information on the prescribed source of information.

Example

La Didone abbandonata [Printed text] : dramma per musica da recitarsi in St. Pieterburgo nel giorno [blank space] febraro 1766. nel Imperial teatro per commando di Sua Maestà Imperiale Catarina II. / La musica è del rinomato signor Baldassara Galuppi, direttore della Musica, e Maestro di Cappella di Sua Maestà Imperiale, e della Ducal Cappella di San Marco in Venezia = Didon abandonnée : dramme [sic] en musique qui doit etre representé sur le Theatre impériale de St. Petersbourg le [blank space] fevrier 1766. par ordre de Sa Majesté Impériale Catherine II.

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 [Printed text] = Brecht today : Jahrbuch der Internationalen Brecht-Gesellschaft

Le rossignol [Notated music] = The nightingale = Die Nachtigall : conte lyrique en trois actes

Priče iz davnine [Electronic resource] = Tales of long ago = Märchen aus Urväterzeiten : izbor

Veliki česko-hrvatski rječnik [Printed text] = Česko-chorvatský slovník : za praktičnu i školsku upotrebu

Carmina Burana [Sound recording] = ブラーナ・カルミナ : cantiones profanae

신용춘의 국악세계 [Sound recording] = Korean traditional music world of Shen Longchun : 통소 단소 연주곡

1.4.4.7.3 When a parallel title combines in itself the contents 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 [Notated music] : ouverture = 1812 overture

Romeo i Julija [Electronic resource] : ljubavna priča = Romeo and Juliet's love story

For older monographic resources:

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

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 [Printed text] : hotel and tourist guide = Hotel- und Reiseführer

L'Europe laitière [Printed text] : annuaire international des produits laitiers =
internationales Jahrbuch der Milchprodukte = international directory of dairy
products

Swiss cycling journal [Printed text] : offizielles Organ / Schweiz. Radfahrer-Bund
SRB = organe officiel / Fédération cycliste suisse = organe ufficiale / Federazione
ciclistica svizzera

Nunc dimittis [Notated music] : 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 may be given. Parallel statements of other title information may also be given.

For notated music resources:

When the title consists of a term for type of composition (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 term for type of composition. 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.

Examples

Adagio et allegro molto, cor, trombone et orchestre [Notated music] =
horn, trombone, and orchestra = Horn, Posaune und Orchester

Sonate für Violine and Klavier in h [Notated music] = 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, is 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 [Printed text] : [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 other title information in continuing resources and multipart monographic resources

**For serials and
For 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 area 7 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.

For 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

Introductory note

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 contained in the resource described.

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 or corporate bodies 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 area 7 (see 7.1.4).

For older monographic resources:

In an academic disputation, the name of the praeses or promoter is treated as a statement of responsibility, unless it is linguistically linked to the title proper or other title information (see also 1.5.5.5 and 1.5.5.9).

Example

Nosographiæ anhelantium pars prior, / quam ... in Academiâ Basiliensi sub præsidio ... domini Theodori Zuingeri, philos. & medic. doct. pract. profess. Reipubl. Basil. Archiat. ad D. 24. octobr. Ann. MDCCXIV ... defendere conabitur author Joh. Rodolphus Lavaterus Tigurino – Helvetius.

but

Hanc dissertationem juridicam de pactis nudis svb præsidio ... Dn. Johan. Helvici Sinolt cognom. Schützen J.U.D. consilarii Hasso-Darmstadini ... in hâc almâ Ludoviciana jurium professoris ordinarii ... publicæ disquisitioni in auditorio Jctorum submittit ad diem 21. Aprilis. Johannes Abrahamus Widmann Ratisponensis. A. & R. - ...

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 Standord

For 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 area 7 (see 7.1.4) 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 (e.g. game designer). Included also are entities having specific responsibilities in the context of a particular resource or particular type of resource (e.g. 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 Éditions Grafocarte
 / edited by the Daily Express
 / by S. Hutchinson
 / dedicated by ... Grenville 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
 / 胡昌平著

/ 国家图书馆图书采选编目部编

/ 鈴木玲子著

/ 홍이섭 지음

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

/ aus dem Englischen ins Teutsche übersetzt

/ 南京市玄武区业余作者集体创作

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 1.4).

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
- / traduit en vers latins, sur la troisième édition du texte français, par M l'Abbé Métivier
- / translated & empynted by me William Caxton ...

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
- / 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 7.1.4).

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.

1.5.3.8 The name of a responsible entity that is linguistically an integral part of other descriptive elements is transcribed as part of that element and is not repeated as a statement of responsibility.

Examples

Sargent conducts Vaughan Williams [Sound recording]

Yaeger Political Associates on national management policies [Electronic resource]

The greenwood tree [Printed text] : newsletter of the Somerset and Dorset Family History Society

When the name of the responsible entity is explicitly repeated on the prescribed source of information in a formal statement of responsibility, the name is transcribed as a statement of responsibility.

Examples

The John Franklin Bardin omnibus [Printed text] / John Franklin Bardin

Allan Knight graphics [Electronic resource] / by Allan Knight

Schubert's songs to texts by Goethe [Notated music] / by Franz Schubert

Loto rythmique Martenot [Multimedia resource] / par Maurice Martenot

Michelin, autoroutes [Cartographic resource] : [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

Skifter fra Nordisk institut [Printed text] / Odense universitet

1.5.3.9 When the function of a corporate body whose name appears on the prescribed source of information is not specified and cannot be determined from the resource being described or elsewhere, the name is not given as a statement of responsibility. The name is given instead in area 7 (see 7.1.4).

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

/ compiled and edited by Richard L. Coulton with the assistance of voluntary aid

/ par L. Meyère et J. Hansen

/ developed by Dale Kahn with Laurie Fenster

Examples for older monographic resources

- / by William Whiston, M.A. sometime professor of the mathematicks in the University of Cambridg. and Humphrey Ditton, master of the new mathematick school in Christs's Hospital, London
- / the first by Leonard Lessius, the second by Lewis Cornaro, a noble Venetian: ...
- / first gathered and compiled in Latine by the right famous clerke Maister Erasmus of Roterodame, and now translated into Englyshe by Nicholas Udall
- / 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

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 ; directeur technique, Marcel Bonnefoi
- / by G. Robertson ; engraved by Morris
- / par N. de Fer ; A. Coquart sculpsit
- / 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
- / par M. Marmontel, de l'Academie Française ; mit deutschen Noten zum Schulgebrauch und Selbstunterricht herausgegeben
- / 汤显祖著 ; 汪榕培英译 ; 徐朔方笺校
- / チャールズ・バーチ, ジョン・B・コップ著 ; 長野敬, 川口啓明訳
- / 쿨슨 리들 지음 ; 박영신 옮김

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 7.1.4).

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 in the resource. These are described according to 1.1.5.2 (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 Sambvci 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
 / 主办单位, 国家图书馆 ; 主编, 詹福瑞

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

For sound recordings:

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.

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 7.1.4).

Examples

ALA bulletin [Printed text] / American Library Association
 S.B.I.-rapport [Printed text] / udgivet af Statens bygge-forskningsinstitut

Nouvelles du C.C.E.-B.N.P. [Printed text] / [Comité central d'entreprise de la Banque nationale de Paris]

A.C.O.A. [Printed text] / [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 7.1.4). 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 7.1.4) 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]

/ [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 tome 4

/ [紫式部著]

/ [한국어공학사편집부 편]

For older monographic resources:

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

Example

Discours sur la creche de N. Seigneur. ...

Note: By Ezechiel Spanheim. Source: Holzmann & Bohatta. Deutsches Anonymenlexikon, Bd. 1, S. 409, Nr. 11863

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, X. 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

/ 李伟 ... [等]著

For older monographic resources:

Preferably all the names are transcribed.

Alternatively to supplying linking words enclosed in square brackets, 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 the 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 7.1.4).

For sound recordings and For moving images:

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

/ 書館書誌部編国会図立国

/ 국립중앙도서관 자료기획과

1.5.5.8 When the relationship between a statement of responsibility and a title is not clear, a linking word or short phrase may be added in the language and script of the title page, 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

/ [collected] by Angus Mackay

/ [gravée par] Ch. Lemas

/ William Shakespeare ; [read by] Sir John Gielgud

Example for older monographic resources

/ [edited by] John Finlayson

or

/ John Finlayson

Note: Edited by John Finlayson according to ...

1.5.5.9 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 Creighton ; [translation] revised by Walter Sorrell
- / [Worte von] Juan Ramón Jiménez ; [Musik von] Mario Catelnuovo-Tedesco
- / 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 the 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 in area 1 enclosed in 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 the 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 Academia. 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 multimedia resources and
For 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), the statements of responsibility are given in a logical order. Alternatively, the separate parts of the resource may be described following the multilevel method (see Appendix A).

1.5.5.10 Parallel titles and parallel statements of responsibility

1.5.5.10.1 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 accounts statistics, 1950-1968 [Printed text] / Organisation for Economic Cooperation and Development = Statistique des comptes nationaux, 1950-1968 / Organisation de coopération et de développement

- Carte minéralogique de l'Afrique [Cartographic resource] / Organisation des Nations Unies pour l'éducation, la science et la culture [et] Association des services géologiques africains = Mineral map of Africa / United Nations Educational, Scientific and Cultural Organization [and] Association of African Geological Surveys
- Die Zauberflöte [Notated music] : 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 [Notated music] / 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
- オーケストラの時の時 [Notated music] / 湯浅譲二 = Time of orchestral time / Joji Yuasa
- 미궁 [Sound recording] / 황병기 연주 = The labyrinth / by Byungki Hwang

For older monographic resources:

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

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 ...

1.5.5.10.2 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 [Printed text] : aspects of a great private press = Argraffu yng Ngregynog : agweddau ar wasg breifat fawr / Michael Hutchins ; translated by David Jenkins = y cyfieithiad gan David Jenkins
- 8 capriccios [Notated music] : hegedüre, második hegedii kíséretével = für Violine, mit Begleitung der zweiten Violine / Henryk Wieniawski ; átnézte és ujjrenddel allátta = revidiert und mit Fingersatz versehen von Jenő Hubay

1.5.5.10.3 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 [Printed text] = Libraries = Bibliothèques / Ernest Malaga
- Bieler Jahrbuch [Printed text] = Annales biennoises / Herausgeber, Bibliotheksverein Biel
- Carte de tapis végétal de la région méditerranéenne [Cartographic resource] = Vegetation map of the Mediterranean region ... / by P. Lalande ; F.A.O. [and] UNESCO
- Mährische Volkspoesie in Liedern [Notated music] = 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 = Wij Testamentum magijar nijeluen
- Cursus mathematicus ... = Cours mathématique ... / par Pierre Herigone, mathématicien Frederici Ruischii ... Thesaurus animalium primus ... = Het eerste cabinet der dieren / van Frederik Ruysch

1.5.5.10.4 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 followed. The other statements may also be given.

Examples

- Tin statistics [Printed text] / International Tin Council = Conseil international de l'étain = Consejo Internacional del Estaño
- Bibliotheca Celtica [Printed text] : a register of publications relating to Wales and the Celtic peoples and languages / Llyfrgell Genedlaethol Cymru = The National Library of Wales
- Bibliographica belgica [Printed text] / Commission belge de bibliographie = Belgische commissie voor bibliografie
- Europa cantat VI [Notated music] : 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.

1.5.5.11 Resource without a collective title

1.5.5.11.1 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 [Printed text] : the script for the film ; Something unspoken ; Suddenly last summer / Tennessee Williams

Fréjus [Cartographic resource] ; Le Var touristique / Provence Paris publicité

Daily Mail motor road map of London and ten miles round [Cartographic resource] ; Motor road map of south-east England / Edward Sandford

Fantaisie-Impromptu op. 66 [Notated music] ; Scherzo op. 31 / Chopin

3. Sinfonie [Notated music] : "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

Le Colonel Chabert [Printed text] ; a suivi de Honorine ; et de L'interdiction / Balzac
Editorial comment: Linking phrases appearing between titles on the prescribed source of information are retained

For older monographic resources:

The statement of responsibility is given in the order indicated by the sequence of information on the prescribed source of information.

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 the statement of responsibility is given in area 7.

1.5.5.11.2 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 [Printed text] : skripta / Milutin Ćirović. Teorija dopunskog kredita : skripta / Vjekoslav Meichsner

Crépuscule en montagne [Notated music] / S. Sohet-Boulnois. Carillon corse / Georges Lauro

The high school cadets [Notated music] = 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

中华人民共和国国歌 [Sound recording] / 田汉词 ; 聂耳曲. 国际歌 / 欧仁·鲍迪埃词 ; 比尔·狄盖特曲

A linking word or phrase between the titles of the works by different authors as given on the prescribed source of information is retained. (For works by the same author, see 1.1.5.2.1.)

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 Institute in Purificum viciculo apud Londinates.

Editorial comment: original punctuation and capitalization retained

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

1.5.5.11.3 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 [Printed text] ; A letter of a Catholike man beyond the seas, 1610 / Thomas Owen. The conviction of noveltie, 1632 / R.B Jephthe ; 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

土佐日記 [Printed text] / 紀貫之著 ; 池田弥三郎訳. 蜻蛉日記 / 藤原道綱母著 ; 室生犀星訳

채근담 [Printed text] / 홍자성 저 ; 조지훈 역. 생활의 발견 / 임어당 저 ; 박일충 역

For older monographic resources:

The statements are transcribed in the form and order given on the prescribed source of information.

1.5.5.11.4 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 white devil [Printed text] ; 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 [Notated music] / Text und 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.

Example

Andante cantabile [Sound recording] : für Cello und Streicher ; Nocturne : op. 19, für Cello und Streicher / Tchaikowsky. 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 statement(s) of responsibility applicable to the whole resource 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 ... [Printed text] ; 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

1.5.5.12 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 dependent title.

Examples

Plan d'ensemble au 1:2 000 de la région d'Ile-de-France. Bloc 1-77-29, Bonnières-sur-Seine [Cartographic resource] / 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 [Printed text] / Bureau of Education

Bulletin / Faculty of Archaeology. Supplement [Printed text]

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

For older monographic resources:

Statements of responsibility are given in the form and order given on the prescribed source of information. 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 the statement of responsibility in continuing resources and multipart monographic resources**For serials and
For 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 (for serials, see 0.2.5), the name of the later person or body is given in area 7 or a note is made of the deletion (see 7.1.4.1). 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.

For 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 0.2.4.2.1).

For 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 area 7 (see 7.1.4.1).

2 EDITION AREA

Introductory note

An edition includes 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).

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

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 0.2.1).

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

Recommended punctuation

- 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 following 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:

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 is:

For printed textual resources:

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

For older monographic resources:

Title page

**For printed cartographic resources and
For multimedia resources, sound recordings, videorecordings, and still and
moving images:**

The resource itself, container, accompanying material

For notated music resources:

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.

2.1 Edition statement

2.1.1 Introductory note

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; statements indicating a named and/or numbered edition, a reprint, a reproduction or a revision of a resource as a whole.

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 ...”).

Examples

- . – Joint ed.
- . – 2nd ed.
- . – Reprint ed.
- . – Annual cumulated ed.
- . – 1st Carroll & Graf ed.
- . – Revised version
- . – Memorial ed.
- . – World Cup ed.
- . – 3e éd.
- . – Ungekürzte Taschenbuchausg.
- . – Version avec commentaires en anglais
- . – Windows 96 ed.
- . – 修正版
- . – 제3판

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, printing, distribution, etc., 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 1.4, 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 multimedia resources, sound recordings, videorecordings, and still and moving images:

In a recorded performance, a statement that appears on 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 therefore 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 cataloguing agency may choose to create multiple bibliographic records. The differences may be given in area 7 (see also 0.2.1).

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 resource. Standard abbreviations may be used (see 0.6.4). 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:

- . – 4th revised ed.
- . – 1. ed.
- . – 3. Aufl.
- . – Nuova ed.
- . – Sehr veränderte Aufl.
- . – Éd. française
- . – Ungekürzte Ausg.
- . – Deutsche Erstausg.
- . – 67th ed., complete with street plan
- . – 5a ed., con un copioso índice alfabético de materias
- . – Novissima ed. (7a), interamente riveduta
- . – Ed. 4
- . – 3. erw. Aufl.
- . – Éd. réduite
- . – Ed. 3-GSGS
- . – [Three stars] ed.
- . – 2e éd. du recueil noté
- . – Reprint ed.
- . – Hohe Stimme (Originallage)
- . – Ed. special
- . – Version 3.5
- . – Interactive ed., 1993 version
- . – 第 3 版
- . – 復刻版
- . – 버전 2.1

Geographic edition statements

Examples

- . – Northern ed.
- . – Overseas ed.
- . – Московский вечерний вып.
- . – 國際版欧州
- . – 서울판

Special interest edition statements

Examples

- . – Éd. pour le médecin
- . – Managers' ed.
- . – 少年版
- . – 看護学生版
- . – 교사용

Special format or physical presentation statements

Examples

- . – Airmail ed.
- . – Braille ed.
- . – Large print ed.
- . – Library ed.
- . – Microform ed.
- . – Student software ed.
- . – CD-ROM版
- . – 축쇄판

Language edition statements

Examples

- . – English ed.
- . – Éd. française
- . – 中英文对照版
- . – 日本語版
- . – 한국어판

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 in the statement.

Example

D. Justus Claproths ... braunschweig-lüneburgischen Hofraths, ordentlichen Lehrers der Rechte, ... Theoretisch-practische Rechtswissenschaft von freywilligen Gerichtshandlungen. – Dritte Auflage des vorhin unter dem Titul: Primae lineae iurisprudentiae extrajudicialis erschienenen Werkgens, jezo ins Teutsche übersetzt

For older monographic resources:

The exact wording is given when the edition statement is taken from the 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 prescribed source of information, 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

2.1.3 When no edition statement appears on the resource, although it is known that the resource contains significant changes from previous editions or is a reproduction, 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 fac-similé]
- . – [Rev. ed.]
- . – [With a new appendix]
- . – [Éd. de Grenoble]
- . – [2. Aufl.]
- . – [Apr. 1995 issue]
- . – [Rev. ed., Aug. 1995]
- . – [Version 1.5]
- . – [School ed.]
- . – [增訂稿本]
- . – [영인판]

For older monographic resources:

When no edition statement appears on the resource, although it is known that the resource contains significant changes from previous issues or significant resetting of type compared to previous editions of the published material, a suitable edition statement in the language chosen by the cataloguing agency and in accordance with the provisions of 2.1.2 may be supplied, enclosed in square brackets. 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 is given in area 7. Alternatively, the information is only given in area 7.

Examples

. – [With a new appendix]

. – [Rev. ed.]

Note: “Dennemarck” on title page (cf. VD17 1:068283X: “Dennemärck”)

or

Note: Revised edition, “Dennemarck” on title page (cf. VD17 1:068283X: “Dennemärck”)

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 part as that element (see 1.1.3.6, 1.4.2) is not repeated in the edition area.

Examples

The compact edition of the Oxford English dictionary [Printed text]

not

The Oxford English dictionary [Printed text]. – Compact ed.

not

The compact edition of the Oxford English dictionary [Printed text]. – Compact ed.

The compact version of Symphony [Electronic resource]

not

Symphony [Electronic resource]. – Compact version

Example for older monographic resources

Buquoy quadrimestre iter, progressusq[ue] quo favente numine, ac auspice Ferdinando II. Rom. imp. Austria est conservata, Bohemia subjugata, Moravia acquisita, eademq[ue] opera Silesia sollicitata, Hungariaque terrefacta : accedit appendix progressus, ejusdem generalis, in initio anni 1621. / Authore Constantio Peregrino. – Haec secunda editio Viennensis, editioni primae Brunensi praeferenda est, vtpotè authore plenius informato recognita. – Viennae Avstriae : Ex Typographia Gregorii Gelbhaar, Anno M.DC.XXI. [1621]

Note: Edition and publication statements from colophon

Editorial comment: Edition statement and statement of responsibility “vtpotè authore ...” are linguistically linked.

For older monographic resources:

When an edition statement or any part of it has been taken from part of the prescribed source of information preceding the title and statement of responsibility, the position of such information is stated in area 7.

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 prescribed source of information. 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 area 7 (see 7.0.2, 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 1.1.5.2).

Example

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

An examination of Dr. Burnet's theory of the earth ... [Printed text] / 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 in the edition statement

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).

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), unless the addition, deletion, or change is the result of a major change that requires a new description (see 0.2.4.2.2).

For integrating resources:

If a major change in edition occurs, a new description is made (see 0.2.4.3.1). 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).

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

For older monographic resources:

When the prescribed source of information bears edition statements in more than one language and/or script, the statement appearing first is given. The parallel statement(s) may be given, and if given, 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
- . – 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
- . – 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 ed. / with supplementary notes and appendices by H.J. Laski
- . – May 1970 script / revised collectively by the Peking Opera Troupe of Peking
- . – 改訂第41版 / 沖中重雄編著
- . – 제7판 / 이은상 편

Examples for older monographic resources

- . – The second edition / with notes of various authors by Thomas Newton, D.D.
- . – The second edition ... / to which is prefixed the life of the author, revised, corrected and enlarged by Mr. des Maizeaux

2.3.2 Statements of responsibility relating to the edition being described, or to parts of the edition being described, 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

For older monographic resources:

Details of appendices and other subsidiary matter relating to the edition being described but not necessarily to all editions of the work are recorded as statements of responsibility relating to the edition, (1) when they are found on the prescribed source of information; or (2) when there is on 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 multimedia resources, sound recordings, videorecordings, and still and moving images:

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

Example

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

2.3.3 Statements of responsibility relating to the edition being described, 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"

For older monographic resources:

Statements of responsibility, details of appendices, other subsidiary matter, etc., clearly relating to the edition being described 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.

Examples

- . – The fourth edition, with notes
- . – A new edition / by Grace Webster, to which is added a life of the author
- . – Второе исправнейшее издание, с карманным атласом

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

For older monographic resources:

The following statements of responsibility and/or details of appendices or other subsidiary matter relating to the edition are not transcribed in the edition area:

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

For older monographic resources:

Statements of responsibility and/or details of appendices or other subsidiary matter that clearly relate to the first published edition or to all published editions of a work are given in area 1.

- 2.3.4.2** 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:

Statements of responsibility and/or details of appendices or other subsidiary matter that do not clearly relate to only one or only some editions of a work are given in area 1.

When such information 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 [Printed text] :
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

- 2.3.5** Parallel statements of responsibility relating to the edition may be given.

For older monographic resources:

When the 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

- 1) 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
- . – The third edition, reprinted with a new preface

or

- 2) 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.
- . – The third edition [with an appendix]

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 edition statement (e.g. a statement of reprinting) appears in the context of another area, it is recorded as part of that area. Exceptionally when it appears at the head of the title page, it is transcribed in the edition area. An explanation is given in area 7.

Example

. – "nouvellem[e][n]t i[m]primee a Paris"

Editorial comment: Statement of reprinting given in area 4 as the principal place of publication

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.
- . – Versione italiana, ristampa
- . – 第 2 版, 第 3 次印刷

For older monographic resources:

Statements about unchanged impressions of an edition are given as edition statements, or additional edition statements.

Example

. – The fifth impression

2.4.4 Parallel additional edition statements may be given.

For older monographic resources:

When the 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 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

Introductory note

This area contains data that are unique to a particular class of material or type of resource. Where information exists for another type of resource, 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 for 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 format 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-
- . – Scores and parts. – No. 1-
- . – Scales differ. – No. 1-

Contents

- 3.1 Mathematical data (Cartographic resources)
- 3.2 Music format statement (Notated music)
- 3.3 Numbering (Serials)

3.1 Mathematical data (Cartographic resources)

Introductory note

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

Recommended punctuation

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

3.1.1 Statement of scale

3.1.1.1 The scale is given as a representative fraction, 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 representative fraction 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

- . – 縮尺 1:50 000
- . – 축척 1:100 000

3.1.1.2 When the scale relates only to particular parts of the resource, the part to which it relates is indicated.

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 representative fraction is computed from a verbal scale statement, it is given in square brackets. The verbal expression of the scale may be transcribed following the representative fraction.

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 numeric or verbal scale statement, the representative fraction is derived 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.]
Editorial comment: Representative fraction computed from bar scale
- . – Scale [ca 1:277 740]
Editorial comment: Representative fraction computed from graticule
- . – 縮尺 [約 1:432 000]
- . – 축척 [약 1:100 000]

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” or its equivalent in another language and/or script 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.

Examples

- . – Scale 1:1 744 080. Vertical scale [ca 1:96 000]
- . – 1:100 000. Échelle altimétrique 1:100 000
- . – 1:1 744 080. 垂直縮尺 1:96 000

. – 축척 1:100 000. 수직축척 1:100 000

3.1.1.9 The scale for celestial charts is expressed as an angular scale in millimetres 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°5'–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 or their equivalents in another language and/or script, 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 h 30 min to 19 h 30 min/Decl. -16° to -49° ; equinox 1950, epoch 1948)

(RA 16 h/Decl. -23° ; equinox 1950)

(RA 2 h/Decl. +30° ; equinox 1950)

(RA 2 h 00 min to 2 h 30 min/Decl. -30° to 45° ; equinox 1950)

(ゾーン+30° ; 分点1950)

(존 + 40° ; 분점 1948)

For charts centred on a pole, the declination limit is indicated.

Example

(Centred at South Pole/Decl. limit -60°)

3.2 Music format statement (Notated music)

Introductory note

The music format statement indicates the special music format of a resource, distinguishing it from other formats. Details of the physical units of the resource are given in the physical description area (see 5.1).

Contents

- 3.2.1 Music format statement
- 3.2.2 Parallel music format statement

Recommended punctuation

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

3.2.1 Music format statement

3.2.1.1 The music format statement is given in the terms in which it appears on the resource. Explanatory phrases added at the end of a music format statement are included when they are considered important to users of the catalogue. Further explanations may be given in area 7 (see 7.3.1).

Examples

- . – Full score
- . – Orchester-Partitur
- . – Partitur mit untergelegtem Klavierauszug
- . – Score and set of parts
- . – Partition, reproduction du manuscrit de l'auteur
- . – Miniature score

3.2.1.2 When no music format 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 cataloguing agency.

Example

- . – [Partition et parties]
- . – Partitur [und Solostimme]

3.2.2 Parallel music format statement

When a resource bears music format statements in more than one language and/or script, the statement appearing first is given as the music format statement. The parallel statement(s) may be given. If these are not given, no indication is made of the omission.

Example

. – Játszópartitúra = Playing score

3.3 Numbering (Serials)

Introductory note

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 usually 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 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 7.3.3.2). 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 7.3.3.1, 7.3.3.4).

Recommended punctuation

- 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 (-).¹⁴
- 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 3.3.3).
- 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-

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)-

¹⁴ When the numeric 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 numeric or chronological designation of the first and last issues or parts or that indicates that the serial is continuing.

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

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.

Examples

- . – Bd. 1-
- . – Vol. 1-
- . – Pt. 1-
- . – 15 Jan. 1970-
- . – Mai 1972-
- . – 1916 ed.-
- . – 2e trimestre 1973-
- . – 1969-
- . – 1. köt.-
- . – 1974 febr.-
- . – 1980/1981-

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]-
- . – No 1 (22 haha 85 E.P. [27 oct. 1957])-
- . – No 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-
- . – 1号-
- . – 제1호-

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)-
- . – 1号 (昭和21年1月)-
- . – 제1권 제1호 (1980년 1월)-

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.

Example

- . – Vol. 20-
- or*
- . – Vol. 20- = T. 20- = Bd. 20-

. – 1976, broj 1 (1 siecenj = 1 jan)-

3.3.6 When on the issue(s) or part(s) being described the numbering system contains more than one numeric and/or chronological designation 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

. – No 1 (13 sept. 1797 = 27 fruct. an 7)-

. – 11卷 1号 (1958) = 101号 (1958)-

. – 17권 6호 (1989) = 130호 (1989)-

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.

Examples

. – 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)

. – No 188 (22 oct. 1796 = 1er brum. an 5)-no 500 (4 sept. 1797=18 fruct. an 5)

. – No 1 (15 clinamen 77 E.P. [6 avr. 1950])-no 28 (1er absolu 85 E.P. [8 sept. 1957])

. – Vol. 1, pt. 1 (Dec. 1989)

Editorial comment: Only issue published

. – 1卷1号 (大正8年4月)-36卷2号 (昭和30年2月)

. – 1호 (1988년 7월)-30호 (1990년 12월)

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 in 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
In area 3: . – 31. sz.-
In area 6: . – (Dunántúli tudományos gyűjtemény ; 58 sz.-)

3.3.10 In describing a facsimile reproduction 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 a chronological designation is more appropriate
- . – [号 1 第]-
- . – [1 号]-

4 PUBLICATION, PRODUCTION, DISTRIBUTION, ETC., AREA

Introductory note

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 publisher, bookseller, printer and distributor are often undifferentiated in older monographic resources. In the stipulations that follow, the name and location of the printer are given equal status to those of the publisher, bookseller or distributor. Unless otherwise indicated, the terms “place of publication, printing, distribution, etc.” and “publisher, printer, etc.” are used to refer to the location and name of a publisher, bookseller, printer or distributor.

For reproductions:

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 reproduction. Originally published: London : R. Walton, [1654]

. – New York : Lea Pocket Scores

Note: Facsimile reproduction. Originally published: Leipzig : Breitkopf & Härtel, 1881

. – New York : Johnson Reprint Corp., 1971

Note: Facsimile reproduction. 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 and (for older monographic resources) and/or other printing information

4.7 Date of printing or manufacture

Recommended punctuation

- 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, producers, 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 (for older monographic resources, when recorded as a statement distinct from the publishing statement) 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.

The preferred order of sources is:

For monographic 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). The colophon is a secondary prescribed source. If there is no title page and no colophon, or if the information for any element does not appear on the title page or in the colophon, the order of choice for a title-page substitute is: half title, other preliminaries, caption title, docket title, running title, incipit, explicit, opening words of the main text, opening words of the resource, closing words of the main text, closing words of the resource.

Information in each element taken from a colophon or another prescribed source in the order of preference is accounted for in area 7. Information in each element not taken from a prescribed source for that element is given enclosed in square brackets if it is transcribed in this area.

Form and order of presentation

The publication, printing, distribution, etc., information is transcribed in the form in which it appears on the resource. Transcription is done using one of alternatives A and B, explained below.

It is not recommended that cataloguing agencies implement parts of alternative A with parts of alternative B on a single bibliographic record. However, libraries may find that different groups of materials within their collections lend themselves best to one alternative or the other.

Single stipulations or examples in area 4 will only apply in either alternative A or alternative B. Such stipulations and examples are marked with “A” or “B”, respectively. Rules or examples that apply to both alternatives are marked with “A & B”. Every A, B or A & B designation is valid for the stipulations or examples that follow until there is a new A, B or A & B designation. The prescribed punctuation in examples may not apply to treatment according to alternative B, even if the main focus of a rule does, e.g. a rule about supplying information enclosed in square brackets. A number of stipulations for A concern specific elements of area 4. For alternative B, the general guidelines below should be consulted instead, if no particular B stipulation is specified..

Alternatives

A. Transcription is carried out according to the form of the resource, using prescribed punctuation between elements and with elements being repeated enclosed in square

brackets if necessary. An exact quotation may be provided in area 7 if necessary for identification.

Example

- . – At Dovay : 1617. By [P. Auroi for] Iohn Heigham, [1617]

Editorial comment: Publication, printing, distribution, etc., statement reads: “At Dovay, 1617. By Iohn Heigham”

B. Transcription is carried out according to both the form and order on the resource, retaining original punctuation. Prescribed punctuation between elements is added only when it can be done without distorting the original and when it is clear that the different roles of place of publication–place of printing, publisher–printer apply. Information taken from a colophon is preceded by “[Colophon:]”, or its equivalent in another language or script.

Alternative B is designed to give guidance to those cataloguing agencies that wish to reflect the phrasing of the original resource more exactly and in a simpler manner. It is assumed that agencies applying exact recording will always create authority forms and/or supply standardized or controlled forms for the different elements of area 4 (including the date in arabic numerals).

Examples

- . – At Dovay, : 1617. By [P. Auroi for] Iohn Heigham

Editorial comment: Original punctuation retained, date of publication-printing not repeated

- . – A Toulouse : par Jean Boude, 1680. Jouxte la copie imprimée à Paris ...

- . – Stockholm, ; Upsala, ; Carlstad, ; Westerås und ; Örebro. : Bei Em. Bruzelius., 1821. ([Colophon:] Upsala, : gedruckt bei Em. Bruzelius., 1821.)

Editorial comment: Original punctuation recorded and prescribed punctuation added; publishing and printing statements clearly distinguishable

In most cases the roles and functions of the different parts of the publication, printing, distribution, etc., statement do not conform to the modern categories of place of publication or printing, publisher or printer etc., but are rather integrated or unclear.

Examples

- . – London printed, Dublin reprinted
- . – Stockholm, 1776. Trykt hos Henr. Foug, r. af k.w.o. kongl. boktryckare
- . – Sold by T. Richardson in London
- . – In Venetia apresso di Ciotti. [Colophon:] In Venetia, M.DC.XXI. Nella Stamperia dio Gio Battista Ciotti
- . – Printed in the year M.DCC.XLIV. and sold at the pamphlet-shops in London and Westminster
- . – London: printed by John Bell, British Library, Strand, bookseller to His Royal Highness the Prince of Wales. MDCCLXXXIX.

- . – Getruckt zu Franckfurt am Main, im Jar M.D.LXVI. [Colophon:]
Getruckt zu Franckfurt am Main, bey Georg Raben, in verlegung
Sigmund Feyrabends vnd Simon Hüters, als man zalt nach Christi
geburt tausent, fünffhundert, sechss vnd sechtzig Jar
- . – Bruxellae M.DC.XXIII. Cum gratia et priuilegio [Colophon:] Lovanii,
typis Henrici Hastenii. M.DC.XXIII
Editorial comment: Original punctuation recorded, no prescribed punctuation
added; publishing and printing statements not separable

For continuing resources:

The resource itself.

**For cartographic resources and
For multimedia resources, sound recordings, videorecordings, and still and
moving images:**

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 place 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:

A & B. The place of publication, printing, distribution, etc., is the name of the most prominently indicated (generally first-named) place in which the resource is published, etc., as named on the resource.

Examples

- . – London
- . – Baltimore
- . – Москва

A. When the information is taken from a source other than the title page (or the colophon of a single-sheet resource), this source is recorded in area 7.

Examples

- . – Coloniae [Printed text] : ex aedibus Quentelianis, anno d[omi]ni, MDXXXI., [1531]

Note: The publication statement is taken from the colophon

B. When the information is taken from a source other than the title page or colophon, the source is recorded in area 7.

Example

- . – [Colophon:] Coloniae, ex aedibus Quentelianis. Anno d[omi]ni. MDXXXI.

Editorial comment: original punctuation is retained, prescribed punctuation is not added.

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

- . – 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

For older monographic resources:

A & B. If the information appearing on the resource is known to be fictitious or incorrect, a correction is supplied, enclosed in square brackets following the abbreviation *i.e.*, and an explanatory note is given in area 7. Alternatively, only the note is given.

Examples

. – Paris [i.e. Leiden]

Note: The place of publication is false; published at Leiden

. – London [i.e. Agen]

Note: Published at Agen

or

. – London

Note: Published at Agen

. – Printed overseas, in Europe, within two furlongs of a Bouncing Priest
[i.e. East Molesey]

Note: The place of publication is fictitious; identified as East Molesey in
STC (2nd ed.)

or

. – Printed overseas, in Europe, within two furlongs of a Bouncing Priest

Note: Printed at East Molesey

. – Tripilo [i.e. Dublin]

Note: The place of publication is fictitious; identified by the Huntington
Library as Dublin

or

. – Tripilo

Note: The place of publication is fictitious; identified by the Huntington
Library as Dublin

. – Zippelzerbst gedruckt durch Flachslanden [i.e. Leipzig : Johann
Heinrich Ellinger]

Note: The place and publisher are fictitious; publisher identified by the
publisher's device (VD17 23:321271P)

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:

A. When there are two or more places of publication, printing, distribution, etc., and when the second and subsequent places are linguistically separate from the name of the publisher, printer, distributor, etc., all are recorded in the order in which they appear on the prescribed source.

Examples

. – London ; York

A & B.

. – 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
- . – Berlin ; Köln ; Frankfurt am Main

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

- . – 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
- . – Torino

For older monographic resources:

A. The place of publication, printing, distribution, etc., is transcribed in the form given on the source.

Examples

- . – Frankfurt am Main
- . – Pestini
- . – Augustae Taurinorum
- . – Coloniae Allobrogum

Prepositions before the name of the place of publication, printing, etc, 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, printer, etc. Words or phrases that are so linked are transcribed with the name of publisher, printer, etc. (see 4.2.6).

Examples

- . – A Lyon
- . – In London
- . – Imprinted at London
- . – Impressum ... Venetiis
- . – Nouvelleme[n]t i[m]primee a Paris
- . – London printed

Editorial comment: Publication, printing, etc., statement reads “London printed, in the year 1742”

When the name of the place of publication, printing, etc., is taken from within the name of publisher, printer, etc., it is enclosed in square brackets.

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]
- . – 府中 [東京]
- . – 고성군 [강원도]

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:

A & B. The name of the place of publication, printing, distribution, etc., is followed by the name of the country or similar designation when it appears on the prescribed source. If it is considered necessary for identification, for example, to distinguish the place from others of the same name, a qualifier may be added to the name of the place, enclosed in square brackets.

Examples

- . – Cambridge, Massachusetts
Editorial comment: State appears in source used
- . – Cambridge [Mass.]
- . – Newport [R.I.]
- . – Lugduni
- . – Lugduni [Batavorum]
Editorial comment: Lyon and Leyden, respectively
- . – Londini
- . – Londini [Gothorum]
Editorial comment: London, Great Britain and Lund, Sweden, respectively

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]
- . – 江府 [江戸]
- . – 황성 [서울]

For older monographic resources:

A. If it is considered necessary for identification, an alternative or corrected version of an obsolete, Latinized, unused or misspelled place name may be supplied enclosed in square brackets. The abbreviation “i.e.” is used for corrections (see 4.1.2).

The alternative is given in a standardized form chosen by the cataloguing agency.

Examples

- . – Lodnon [i.e. London]
- . – Florentiæ [Firenze]
Editorial comment: Modern form of name chosen by a cataloguing agency in Italy
- . – Florentiæ [Florence]
Editorial comment: Modern form of name chosen by a cataloguing agency in the United Kingdom

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 textual resources,
For continuing resources,
For cartographic resources and
For 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 notated music resources and
For multimedia resources, sound recordings, videorecordings, and still and
moving images:**

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. 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:

A. The form of name that appears first is given, followed by the other forms of name in the order indicated by the sequence of information on the prescribed source.

Example

- . – Brussel = Bruxelles

B. See 4.2.12.1.

4.1.13 Specific stipulation related to the place of publication

For older monographic resources:

A. The place(s) of publication, printing, distribution, etc., appearing with the name of a publisher, printer, etc., or as part of an edition statement contained in the statement of publication, printing, distribution, etc., information are transcribed as part of the name of the publisher, printer, distributor, etc., and are also given, enclosed in square brackets, as the place(s) of publication, printing, distribution, 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 publisher, printer, etc., is given on the resource, but without the name of the town or district, the name of the town is supplied enclosed in square brackets as the place of publication, printing, etc., element, and the address or sign is included in the statement of publisher, printer, distributor, etc., information.

Examples

- . – [London]
Editorial comment: Publication statement reads: J. Pitts, Printer and Toy Warehouse, 6 Great St. Andrew Street, 7 Dials
- . – [Paris]
Editorial comment: Publication statement reads: à l'enseigne de l'éléphant (the trade sign of a Paris printer)
- . – [London]
Editorial comment: Publication statement reads: sold in St. Paul's Churchyard

When the place of publication, printing, distribution, etc., appears only as part of another area and is recorded there, or is taken or inferred from the name of publisher, printer, distributor, etc., or is known only from information outside the prescribed source of information for this area (including sources outside the resource), it is given enclosed in square brackets and in a standardized form chosen by the cataloguing agency. An explanatory note may be given in area 7.

B. When the place of publication, printing, distribution, etc., appears only as part of another area and is recorded there, or is inferred from the name of publisher, printer, distributor, etc., or is known only from information outside the prescribed source of information for this area (including sources outside the resource), it is given enclosed in

square brackets and in a standardized form chosen by the cataloguing agency. An explanatory note may be given in area 7.

Examples

A & B.

. – [Köln]

Editorial comment: Standardized form of name chosen by a cataloguing agency in Germany

. – [London]

Note: Shown in the Stationers' register as entered to a London bookseller

A.

. – [Bayreuth] : impensis Orphonatrophei Baruthini, [1738] ([Bayreuth] : typis Friderici Eliae Dietzelii)

. – [Leipzig] : sumptibus Iohannis Fritzschi, bibl. Lips., [1674]
([Weissenfels] : literis Iohannis Brühlai, Gymn. Weissenf. typogr.)

Note: Cf. VD17 14:052745K

. – [Venetiis] : Academia Veneta

B.

. – Academia Veneta

. – Sumptibus Iohannis Fritzschi, bibl. Lips. [1674] [Colophon:] Literis Iohannis Brühlai, Gymn. Weissenf. typogr.

Note: Cf. VD17 14:052745K

Editorial comment: Original punctuation recorded, prescribed punctuation not added. There is no need to add full forms of Leipzig and Weissenfels, as they will be added as standardized information anyway.

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. The name of the larger jurisdiction may be added.

Examples

. – [Hamburg?]

. – [Evry]

. – [Paris]

. – [Prague?]

. – [Amsterdam?]

. – [Fawsley?]

. – [Portland, Maine?]

. – [大坂?]

. – [서울]

For older monographic resources:

A & B. When the place of publication, printing, distribution, etc., is uncertain or unknown, the name of a probable place is given enclosed in square brackets in a standardized form chosen by the cataloguing agency, followed by a question mark. An explanatory note may be given in area 7.

A & B. When the place of publication, printing, distribution, etc., does not appear on the prescribed source of information, but the place of printing is known from information outside the prescribed source of information for this area (including sources outside the resource), it is given enclosed in square brackets in a standardized form chosen by the cataloguing agency. An explanatory note is given in area 7.

4.1.15 When the name of a city or town cannot be determined, 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 determined, the abbreviation “s.l.” (*sine loco*) or its equivalent in another script is supplied, enclosed in square brackets.

Examples

. – [S.l.]

. – [Б.м.]

. – [出版地不详]

. – [出版地不明]

. – [발행지 불명]

4.1.17 Change of place of publication, production and/or distribution**For older monographic resources:**

A & B. If a single bibliographic record is being created for a resource that is either issued in more than one physical part and the place of publication, printing, distribution, etc., information of each part changes during the course of publication, or the resource contains individual title pages with places of publication, printing, distribution, etc., that differ from that pertaining to the whole resource, the place of publication, printing, distribution, etc., statements from the first or earliest part are transcribed and the places of publication, printing, distribution, etc., of the other part(s) are given in area 7. (See also 4.2.15 and 4.4.10.1)

Example

. – Stuttgart ; Tübingen

Note: Vols. 33-40 have variant place of publication statement: Stuttgart;
Augsburg

For serials and**For multipart monographic resources:**

If the place of publication, production and/or distribution changes on subsequent issues or parts, the later place is given in area 7 (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 area 7 (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:

A. This element includes the name(s) of the publisher(s), distributor(s), bookseller(s), and (if included on the prescribed source of information for this element) the printer(s) of the resource, together with associated information concerning places of activity and statements of printing and reprinting.

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
- . – 東京 : 丸善
- . – 서울 : 종로서적

When more than one publisher or producer is named on the prescribed source of information, 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 name that appears first is 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 : Éd. Parc des Volcans
- . – Paris : le Centurion : Desclée De Brouwer : Éd. 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
- . – Chicago : University of Chicago Press ; Milano : Ricordi

For older monographic resources:

A. When a resource has more than one publisher, printer, distributor, etc., in a single source, generally all the names performing any function are transcribed in the order in which they appear. They are separated with prescribed punctuation only when they are not linked by connecting words or phrases.

4.2.4 When second or subsequent names of publishers or producers are omitted, the omission is 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:

A. If it is considered that the names are too numerous, the statement may be shortened by omitting all or some of the names after the first. In such cases, the mark of omission is used and after it, a phrase is supplied enclosed in square brackets to convey the extent of the omission. The number of omitted publishers, printers, distributors, etc., is included, and the number of omitted places (if more than one) are included in the supplied phrase (see also 4.2.6). Alternatively, the information of what is omitted is given in area 7.

Examples

: chez Claude Barbin ... Jean Boudot ... George & Louis Josse
Editorial comment: The omissions are of the booksellers' addresses

: printed for F.C. and J. Rivington, Otridge and Son, J. Nichols and Co. ...
[and 26 others]

or

: printed for F.C. and J. Rivington, Otridge and Son, J. Nichols and Co. ...
Note: 26 other publishers mentioned in the imprint

: 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

: printed and sold by J. Newbery and C. Micklewright, also by Mess. Ware, Birt, Astley, Austen, Robinson, Dodsley, and Needham, in London ... [and 8 others in 8 places]

or

: printed and sold by J. Newbery and C. Micklewright, also by Mess. Ware, Birt, Astley, Austen, Robinson, Dodsley, and Needham, in London ...

Note: Eight other publishers and places mentioned in the imprint

B. Generally, statements of publisher, printer, distributor, etc., appearing on the prescribed sources of information are quoted in full. Omissions may be made in lengthy statements, and in such cases, the mark of omission is used. Information on what is omitted is given in area 7.

Examples

. – Edinburgi, Typis Academicis, prostant venales apud C. Elliot, et G. Creech et Londini apud J. Murray.

Editorial comment: Full quotation. Original punctuation recorded, prescribed punctuation not added.

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 [distributor]

: Inter-university Consortium for Political Research [distributor]

: Europa Diffusion [distributor]

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.

but not

: The Society

Editorial comment: Publisher's name appears as American Chemical Society

For older monographic resources and For older cartographic resources:

A & B. The names of publishers, printers, distributors, etc., are transcribed in the form in which they appear on the prescribed source of information with necessary preceding words and phrases (see also 4.1.8).

Examples

A & B.

- : chez Augustin Courbé
- : en casa de Guilliemo Roville
- : na officina de Antonio de Sousa da Sylva
- : par lan de Tournes pour Antoine Vincent
- : à l'enseigne de l'éléphant

A.

- : de l'imprimerie de Balleu, se trouve chez Marcilly [et chez] les marchands de nouveautés

Note: The two distributor statements are bracketed together following "chez"

A & B.

- : printed for J. Warner
- : 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

A. Qualifications such as "printer to the King" and addresses may be omitted. However, addresses are given when they aid in identifying, dating or localizing the resource.

Example

- . – A Rouen : chez Jean Oursel, rue Ecuyere, vis-à-vis la rue du Petit-Puits, à l'Imprimerie du Levant

A & B. Insignificant information in the middle or at the end of the statement of publication, printing, etc., may be omitted. Such omissions are indicated by the mark of omission.

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:

A & B. When the publisher, printer, distributor, etc., information appears only in another area and is recorded there, or is known from information outside the prescribed source of information for this element (including outside the resource), it is given in the shortest convenient form enclosed in square brackets. When the source of information is taken from a source other than the title page, this source is recorded in area 7.

*Examples***A.**

- . – [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

B.

- . – A Paris, imprimé par l'auteur [P.S. Fournier], rue des Postes & se vend chez Barbou, rue S. Jacques. M.DCC.LXIV.
Editorial comment: The author's name appears in the statement of responsibility on the title page

The name of the publisher, printer, distributor, etc., is neither abridged nor expanded in consequence of it repeating or omitting, respectively, information relating to an author as publisher.

Example

- . – Trykt udi London : af Frys, Couchman og Collier paa Forfatterens egen Bekostning

4.2.8 For older monographic resources:

A. When the name and/or address of the printer appears on the prescribed source of information with or without other names of publishers, printers, distributors, etc., it is given as, or as part of, the name of the publisher, printer, distributor, 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 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

B. Generally, the information is transcribed in the order in which it appears on the prescribed source of information. Information that does not appear on the prescribed sources of information may be recorded enclosed in square brackets, or, alternatively it may be recorded in area 7.

Example

- [Colophon:] acheuee de imprimer par maistre nicole de la barre
- Note:* The last leaf bears the device of Jean Petit, the bookseller

4.2.9 For sound recordings and For audiovisual 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).

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.

For older monographic resources:

A & B. When the information given in the resource is known to be fictitious or incorrect, a correction is supplied, enclosed in square brackets, and an explanatory note is given in area 7. When the information given in the resource is known to be fictitious or incorrect, but the source of the correct information cannot be ascertained, the publication, printing, etc., information is recorded and a note is given in area 7 indicating its status.

Example

: apud Ruardum Phigrum [i.e. E. Griffin]
Note: Imprint is false; printed in London by E. Griffin

: printed for A. Moore
Note: The bookseller's name in the imprint is fictitious

A & B. When only the address, sign, or initials of the publisher, printer, distributor, etc., appears in lieu of the name, the address, sign, or initials are transcribed as the publisher, printer, distributor, etc., statement. If the publisher's, printer's, distributor's, etc., name can be identified, this name is supplied enclosed in square brackets by filling in the name after the initials or by adding the name before or after the address or sign, as appropriate. An explanatory note is given in area 7.

Examples

: [Jean-Pierre Costard] Rue Saint-Jean-de-Beauvais, la premiere porte
 cochere au dessus du College
Note: Costard named as publisher in: Quérard, J.M. La France littéraire

: prostant in Coemeterio D. Pauli [apud Abelem Swalle]
Note: Publisher named on title page verso

: printed and sold [by John Evans] at No. 41, Long-Lane.
Note: John Evans active at this address between 1791 and 1795

: printed by H[umphrey]. L[ownes]. for George Lathum at the Bishops
 head in Pauls Church-yard
Note: Printer's name according to ESTCS126474

B. Alternatively, only the note is given.

Example

: printed by H. L for George Lathum at the Bishops head in Pauls Church-
 yard
Note: "H.L." designates Humphrey Lownes according to ESTCS126474

4.2.11 Name of publisher, producer or distributor taken from information outside the prescribed source of information

When the name of the publisher, producer or distributor 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 Short Title Catalogue

When the name of the publisher, producer or distributor 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,
For cartographic resources,
For continuing resources and
For 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:

A. The form of name that appears first is given, followed by the other forms of name in the order indicated by the sequence of information on the source.

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

Example

. – Wytisstené v Kryssstoffa Baumana, w Drazdanech = Gedruckt by
Christoph Baumann zu Dreßden

**For multimedia resources, sound recordings, videorecordings, and still and moving images and
For 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. 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

. – Kraków : Polskie wydawnictwo muzyczne = Krakau : Polnischer Musikverlag

. – Bruxelles : Parlement européen, Direction générale des études = Brussels :
European Parliament, Directorate General for Research

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:

A & B. When the name of the publisher, printer, distributor, etc., is known from information outside the prescribed source of information for that element (including sources outside the resource), a standardized form chosen by the cataloguing agency is given enclosed in square brackets. The source of the information is recorded in area 7.

Example

. – [London : Paul Linley and John Flaskett]

Note: Publication statement taken from STC (2nd ed.)

When the name of the publisher, printer, distributor, etc., is uncertain or unknown, the name of a probable publisher followed by a question mark, or of a number of probable publishers, is supplied enclosed in square brackets. An explanatory note is given in area 7.

Example

: printed for the authors vse [by Nicholas Okes?]

Note: Printer conjectured by STC (2nd ed.)

A & B. 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 for this area (including sources outside the resource) it is given enclosed in square brackets. The source of the information is recorded in area 7.

Examples

. – [East Molesey : Robert Waldegrave]

Note: Statement of publication from STC (2nd ed.).

. – [Genève : Cramer]

Note: Statement of publication from Bibliothèque nationale 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.]

- : [出版者不详]
- : [出版者不明]
- : [발행처불명]

For older monographic resources:

B. When no name can be given as that of the publisher, printer, etc., the abbreviation “s.n.” (*sine nomine*) or its equivalent in another script may be supplied, enclosed in square brackets.

4.2.15 Change of name of publisher, producer and/or distributor

**For serials and
For 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 area 7 (see 7.4.2.1) when necessary for identification or otherwise considered important to users of the catalogue.

For older monographic resources:

A & B. If a single bibliographic record is being created for a resource that is either issued in more than one physical part and the publisher, printer, distributor, etc., information of each part changes during the course of publication, or the resource contains individual title pages bearing publisher, printer, distributor, etc., information that differ from that pertaining to the whole resource, the publisher, printer, distributor, etc., information from the first or earliest part is transcribed and the publisher, printer, distributor, etc., information of the other part(s) is given in area 7 (see also 4.1.17 and 4.4.10.1).

A. The parts of a complex statement of publication, printing, distribution, etc., are separated by prescribed punctuation only when they are presented separately in the resource

Examples

- . – Londres [i.e. Paris] : et se trouve à Paris, chez la veuve Duchesne (de l'imprimerie de P. Fr. Gueffier, rue de la Harpe)
Note: Statement of printing from colophon
- . – Prostant Pestini : apud authorem et Mauss Bibliopolam (Budae : typis Leopoldi Francisci Landerer)

B. Prescribed punctuation is omitted in a complex statement of publication, printing, distribution, etc., information.

Examples

- . – Impressum Pragae. Sumptibus Joannis Ziegerii bibliopolae Norinbergensis. Apud Joannem Carolum Gerzabek, anno M.DC.XCIV.
- . – Francofvrti apud Io. Wechelum, impensis Sigis.Feyrerabend. MDLXXXV.

- . – Cantabrigiæ, typis Academicis. Impensis Edm. Jeffery, bibliopolæ Cantabr. Prostant venales Londini apud Jac. Knapton, in cœmeterio D. Pauli. MDCCVIII.

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 area 7 (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 Bairnswear
- : presented by Shell Education Service
- : distributed by Harvard University Press

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]
- : 三弥井書店 [発売]
- : 회상사 [보급]

For older monographic resources:

This stipulation is not used.

4.4 Date of publication, production and/or distribution

4.4.1 The date(s) of publication, production or distribution of the resource is (are) given.

Examples

, 1979
 , 1995
 , 2002
 , 1968-2006

For older monographic resources:

A. The date of publication or printing of the edition or impression being described is given.

Examples

, 1614
 , 1732, reprinted 1734

B. Generally, all dates appearing on the prescribed sources of information for the publication, printing, distribution, etc., area, are recorded.

For electronic resources:

In the case of online services and other online integrating 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, Nev. : Starburst Designs ; San Diego, Calif. : Interactive Data Corp. [distributor], 1994

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 [distributor], 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
- , 1398 [1977 or 1978]
Editorial comment: Muslim calendar
- . – Paris : chez Testu, an IX [1801]
Editorial comment: French Revolution calendar
- , 光緒8 [1882]
Editorial comment: Chinese regnal year calendar
- , 단기4289 [1956]
Editorial comment: Korean 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:

A. Dates of publication, printing, etc., are transcribed as they appear on the resource, including the day and month, if present. Words and phrases that are grammatically linked to the date, such as “anno” and “printed in the year” are transcribed as part of the date element.

Examples

- , 7 July 1766
- , in the year 1742
Editorial comment: Imprint reads: London printed, in the year 1742
- , printed in the year 1742
Editorial comment: Imprint reads: London, printed in the year 1742

B. Dates of publication, printing, etc., are transcribed as they appear on the resource, including the day and month, if present. Prescribed punctuation is not added if it comes in conflict with original punctuation.

Examples

- . – London printed, in the year 1742.
- . – London, printed in the year 1742.
- . – Excusum Coloniae Agrippinae, anno M.D.XXXVII. octavo Calendas septembres.

A. If the date forms part of the place or publisher statement, it is recorded with the statement and also given as the date of publication, enclosed in square brackets. When the

date does not appear in the publication, printing, distribution, etc., area, but has been given in area 1 or area 2, the date is also given as the date of publication, enclosed in square brackets.

Examples

, [1744]

Editorial comment: Publication statement reads: Printed in the year M.DCC.XLIV. and sold at the pamphlet-shops in London and Westminster

, [1795?]

Editorial comment: Title reads: The circular letter, to the General Baptist churches for the year 1795. By John Marsom, read, approved, and ordered to be printed, by the General Assembly

B. The date is recorded as it appears in the publication, printing, distribution, etc., information on the prescribed sources of information.

Example

. – Printed in the year M.DCC.XLIV. and sold at the pamphlet-shops in London and Westminster

When the date does not appear in the publication, printing, distribution, etc., area, but has been given in area 1 or area 2, the date is also given as the date of publication, enclosed in square brackets.

Example

, [1795?]

Editorial comment: Title reads: The circular letter, to the General Baptist churches for the year 1795. By John Marsom, read, approved, and ordered to be printed, by the General Assembly

A. Days of the month and the names of months that do not appear in the publication, printing, distribution, etc., area but are known as the date of publication are given together with the year in arabic numerals and in the language chosen by the cataloguing agency. When the statement of the date of publication is very long, e.g. if it is not given in numerals, it may be formalized. A note is given in area 7, stating the source of the date and including a transcription of the statement, if considered important to users of the catalogue.

Example

, [18 May 1507]

Note: Colophon reads: Anno gratiae millesimo quingentesimo septimo die vero decimoctavo Maij

or

Note: Date from colophon

B. The statement of the date of publication is given as it appears on the prescribed sources of information for the area.

Example

[Colophon:] Anno gratiae millesimo quingentesimo septimo die vero decimoctavo Maij

A & B. Capital letters appearing apparently at random on a title page or colophon may represent a chronogram and should therefore be left in capital form and not converted to lowercase. Dates taken from a chronogram are given enclosed in square brackets in arabic numerals. A note may be given in area 7 explaining the source of the date and including a transcription of the chronogram.

Examples

, [1788]

Note: Date given in a chronogram in the title

Editorial comment: Title reads: NoMIna CLerI IVnIorIs HVngarICI eX benIgno
faVore Caesareo regIo In arCe PosonIensI CoLLoCatI

, [1694]

Note: Date given in a chronogram in the publication statement

Editorial comment: Publication statement reads: Hamburgi Typis Thomæ Rossii.
– Anno, quo VIX fas SVperI qVæCVnqVe MonetIs proDere nos popVLIs! ...

Dates given in roman numerals are transcribed as they appear, omitting internal spaces.

A. The Gregorian year is supplied in arabic numerals enclosed in square brackets.

Example

, M.DC.III. [1604]

Editorial comment: Imprint date reads: M. DC. III

B. The Gregorian year is not supplied.¹⁵

Example

, M.DC.III.

A & B. 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 enclosed in square brackets.

Examples

, an 6, 1797

, an VII [1798 or 1799]

, 5530 [1769 or 1770]

, 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.]

B. Alternatively, the equivalent date(s) in modern chronology is (are) given in area 7.

A & B. 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.

¹⁵ It is assumed that the cataloguing agency will supply the Gregorian year in some way in the catalogue record; that is, however, outside the ISBD stipulations in alternative B.

Examples

, 1690/1
 , 1690/1691 [1691]
 , 2/13 Sept. 1750

When the year of publication, printing, etc., found on the resource is based on a calendar year that does not begin 1 January and when the resource is known to have been published in the following year according to the present calendar, the later year is added enclosed in square brackets. Julian calendar dates of the month are not amended. An explanatory note is given in area 7.

Examples

, id. Mart. 1502 [15 Mar. 1503]
Note: Date according to the Julian calendar corresponds to 15 March 1503
 in the Gregorian calendar
 , 1641 [1642]
Note: Year of publication given according to Lady Day dating

B. Alternatively, only the note is given.

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 the corrected or alternative form is given enclosed in square brackets (see 0.9).

Examples

, 1697 [i.e. 1967]
 , 1905 [i.e. 1950]-1970
 , 1963 [i.e. 1971]
 , 1892 [실은 1982]

For older monographic resources:

A & B. When the year of publication or printing is known to be incorrect or appears in an incorrect form, it is transcribed as it appears and a correction is given enclosed in square brackets, preceded by *i.e.*

Examples

, DMLII [i.e. 1552]
 , 1703 [i.e. 1730]

A & B. If a date from the title page has been transcribed as the publication date and evidence for a later date of publication appears in a source other than the title page, that date is supplied enclosed in square brackets as a correction and an explanatory note given in area 7 to indicate that the correction is a differing date of publication and not the correction of a typographical error.

Example

, 1786 [i.e. 1788]
Note: Dedication and preface both dated 1788

B. Alternatively, only the note is given.

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

, 1995, cop. 1993

For older monographic resources:

A & B. A privilege or copyright date may be given in area 7 when considered important to users of the catalogue.

Example

, 1720

Note: Privilege statement on page 4 dated 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. The type of date is indicated.

Examples

, cop. 1969

, 1981 printing

, 1986 manufacture

, 1960 printing-

Editorial comment: Current continuing resource

, cop. 1970-

Editorial comment: Current continuing resource

, 1977 印刷

, 1987 제작

For older monographic resources:

A & B. When there is no date of publication in the resource, the date of granting of a privilege to print, or copyright date, if known, is given in its place enclosed in square brackets. An explanation is given in area 7.

Example

, [1719?]

Note: Privilege to print granted in 1719, according to privilege statement on page 4

For sound recordings:

“P” (phonogram) dates are transcribed as

, P 1982

, P 1985-

Editorial comment: Current continuing resource

, p 1975

Editorial comment: Capitalization of the “p” is at the discretion of the cataloguing agency

For multimedia resources and For 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 or manufacture.

Examples

, [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

, [1969?]

, [196-?]

, [1560?]

, [ca 1560]

, [not after 21 Aug. 1492]

, [between 1711 and 1715]

, [1727 or 1760]

, [16--]

, [1969?]-

, [196]-

, [ca 1835]-

, [1980 혹은 1981]

For older monographic resources:

A & B. When no date of publication or printing appears on the resource, but the date can be determined from internal evidence or from reference works, such a date is given enclosed in square brackets. The source of the date is given in area 7. When no date of publication can be ascertained for the resource, an approximate date of publication, printing, etc., is given enclosed in square brackets. Any internal evidence or evidence from reference works supporting the approximate date is given in area 7.

Examples

, [1560?]
 , [ca 1580]
 , [ca 1580?]
 , [not before 1479]
 , [not after 21 Aug. 1492]
 , [1727 or 1728]
 , [between 1711 and 1749]
 , [between 1711 and 1749?]
 , [167-]
 , [167-?]
 , [16--]
 , [16--?]

4.4.10 Resources published in multiple issues, parts, iterations, etc.**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 older monographic resources:

A & B. When making a single description for a resource consisting of volumes, parts or fascicles published over a number of years, the date of the first published volume, part or fascicle and the last published volume, part or fascicle are both given and connected by a hyphen (see also Appendix A).

Examples

, 1513-1524
 , MDXIII-MDXXIII [1513-1524]

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 authoritative 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. 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 prescribed source of information; if readily available, the date of the last update also is given.

Example

- , 1990-1995 [last updated 1999]
- , 1990–1995 [1999最新更新]
- , 1997-2000 [2006 최신갱신]

4.4.10.2 Recording of dates**For continuing resources and
For multipart monographic 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)-
- Editorial comment:* Date of publication differs from date of coverage
- , [1969?]-

, [2004]-

Editorial comment: Date inferred from date in area 3

**For completed continuing resources and
For completed multipart monographic resources:**

When describing a completed resource, the dates of publication of the first issue, iteration, volume, part or fascicle and the last issue, iteration, 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, iteration, volume, part or fascicle and the last issue, iteration, 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)

Note: No further issues published

4.4.10.3 First date is unknown

When describing a completed resource for which the first issue, iteration, volume, part or fascicle is not available, the date of publication of the last issue, iteration, 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 multipart monographic resources and
For older monographic resources:**

A & B. When the order of the publication dates does not correspond to the order of the volume, part or fascicle numeration, the date of each volume, part or fascicle may be given in area 7 in the order of the volume, part or fascicle numeration.

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:**

A & B. When parts of a work have individual title pages bearing dates that differ from that of the title page for the whole work, these dates are recorded in area 7. However, if one of these dates is a more accurate reflection of the actual date of publication than the date pertaining to the whole resource, it should be given as a correction as instructed in 4.4.5.

For multimedia resources, sound recordings, videorecordings, and still and moving images and**For 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 are 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.l.] : [s.n.], 1974 (Manchester : Unity Press)
- . – [S.l.] : [s.n.], 1980- (Asnières : Kopp et Lahure)
- . – [S.l.] : [s.n.], 1960 (Paris : impr. Michard)
- . – [S.l.] : [s.n.], 1970 (London : High Fidelity Sound Studios)
- . – [S.l.] : [s.n.], 1996 (Seattle: Landmark Data Systems)
- . – [S.l.] : [s.n.], [1869?] (México : Imp. de Juan Nepomuceno del Vaele [i.e. Valle])
- . – [出版地不明] : [出版者不明], 1963製作 ([東京] : 鹿島研究所出版会)
- . – [발행지불명] : [발행처불명], 1997 (서울 : 대광인쇄소)

For older monographic resources:

A. The rules in 4.5 & 4.6 apply to those instances where printer and publisher are grammatically separated or distinct.

B. In most cases the roles and functions of printers do not conform to the modern categories and can hardly be distinguished from the functions of publishers and distributors. Consequently a separate statement of printing information applies only exceptionally in alternative B (see example under *Form and order of presentation* on page 3).

A. The place(s) of printing and the name(s) of the printer(s) are given when they appear on the resource, but not on the prescribed source of information for the place of publication, printing, etc., or name of publisher, printer, etc., elements. When this information does not appear on the resource, but is known and considered important to users of the catalogue, it may be given.

B. When this information does not appear on the resource, but is known, it is given, enclosed in square brackets, or, alternatively, it is only given in area 7.

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:

A. The place(s) of printing and the name(s) of printer(s) are given in the same way as the place(s) of publication, printing, etc., and the name of the publisher, printer, 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 resource
- . – [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:

A. 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, printing, distribution, etc.

B. All dates appearing in the publication, printing, distribution, etc., information on the prescribed source of information are recorded.

Example

- . – In Firenze apresso i Giunti. MDLXV. Con licenza, et privilegio.
[Colophon:] In Firenze apresso i Giunti 1566. Con licenza, & priuilegio.,
1566

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 (reprinted 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)
- , [1980], p 1973 (manufactured 1979)
- , [generated] 1996)
- , 1786 (1788 reprint)
- Note:* Date of reprinting given in the preface
- , 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

Introductory note

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 7.11).

For the treatment of alternative types of material occurring within one basic format, see 5.2.8 and 5.3.1.4. For the description of a multimedia resource that has two or more different physical carriers, see 0.2.3.

Resources that require special devices in order to be accessed (e.g. audiovisual resources, electronic resources) are products of a constantly changing technology. Adaptations to provide for technological change will be required.

For older monographic resources:

The purpose of the physical description is to support identification by recording the bibliographic format, the total number and order of sequences of pages or leaves in a resource, and by recording as far as can be established the number of plates and insets and accompanying material belonging to a resource. Further, it is intended to provide an unambiguous instrument for reference to specific pages or leaves.

The physical description is based on the total number of gatherings and additional leaves in the resource described as it is assumed to have been issued by the publisher. If it is known or considered that the copy on which the description is based 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 7.11).

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. on 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. Computer technology is constantly changing, and adaptation to provide for new physical carriers will be required.

A cataloguing agency may also choose to apply the provisions to an electronic resource that is available by remote access.

Contents

- 5.1 Specific material designation and extent
- 5.2 Other physical details

- 5.3 Dimensions (for older monographic resources: Format and/or dimensions)
- 5.4 Accompanying material statement

Recommended punctuation

- 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)

For older monographic resources:

The format and/or dimensions statement is preceded by a space, semicolon, space (;).

Dimensions following the format are enclosed in parentheses (()).

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. (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 type of material to which the resource belongs and is given in the language chosen by the cataloguing 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.

For printed books:

For a single-part textual 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 multimedia resources, sound recordings, videorecordings, and still and moving images:

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 with the specific material designation. The number of physical units is not given when the resource is still being issued. The identification of the specific format of the physical carrier may be given if the name of the format is in common use.

Examples

- . – 36 slides
- . – 3 stereograph reels
- . – 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
- . – 1 score (37 p.) + 4 parts on 1 CD-ROM
- . – 2 electronic tape cassettes
- . – 4 CD-ROMs
- . – 120 no.

Peculiarities in the numbering of the separate physical units may be 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 For 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 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 cataloguing 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 cataloguing agency.

Example

. – 3 vol. (looseleaf)

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 designation “multimedia resource” may be used as a specific material designation to provide a very general physical description.

Example

. – 1 multimedia resource

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 considered important to users of the catalogue.

Examples

- . – 3 filmstrips (96 fr.) : col. ; 35 mm
- . – 1 map : col. ; 25 x 25 cm, folded to 10 x 18 cm
- . – 13 rocks and minerals ; in container 14 x 9 x 2 cm
- . – 1 wallchart : col. ; 48 x 90 cm, folded to 24 x 15 cm

For electronic resources:

The extent of a resource available by remote access may be given when the information is known and considered important to users of the catalogue.

If readily available, the total file size using the appropriate level (bytes, kilobytes, megabytes, etc.) may be given. If given, it is enclosed in parentheses.

Examples

- . – 1 map (5.2 MB) on 1 CD-ROM
- . – 3 maps (600 kilobytes)

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 flipchart (8 sheets)
- . – 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

Special characteristics of the leaves, sheets, etc., may be recorded in area 7 (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 **Pageination statement¹⁶****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.

¹⁶ The term “pageination” is used to designate any sequence of pages, leaves, columns, sheets, frames, etc.

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.

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

For older monographic resources:

The total number of pages or leaves is given, enclosed in square brackets or in area 7.

Example

. – 840 columns on [420] p.

or

. – 840 columns on [210] leaves

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 the 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

Example for older monographic resources

. – 320 columns on [160] p., 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

. – 328 p.

Editorial comment: a resource with 16 pages numbered i-xvi and 312 pages numbered 17-328

For older monographic resources:

The numeration may be given as shown above, or alternatively the arabic and roman sequences may be given.

Example

. – xvi p., p. 17-328

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 considered important to users of the catalogue, 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

. – 329 p.

Editorial comment: a resource with 8 unnumbered pages and 329 pages numbered 1-329

. – iv, [100] p.

Editorial comment: a resource containing 4 pages numbered i-iv and 100 unnumbered pages

When the whole resource is unpaginated or unfoliated, either:

- 1) 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

- 2) 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

. – [8], 328 p.

Editorial comment: Extent statement for resource with 8 unnumbered pages and 328 pages numbered 1-328

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

A & B. Both blank and printed pages, as well as blank leaves forming part of the gatherings, are counted. Unnumbered pages in the beginning of a sequence are tacitly inferred.

Examples

. – 16 p.

Editorial comment: Extent statement for resource with 3 unnumbered pages and 13 pages numbered 4-16

. – 328 p.

Editorial comment: Extent statement for resource with 8 unnumbered pages and 320 pages numbered 9-328

Unnumbered pages at the end of a sequence are given in arabic numerals enclosed in square brackets.

Examples

. – 93 [3] p.

. – xv [1], 160 p.

. – iv, [100] p.

Editorial comment: Extent statement for resource with 4 pages numbered i-iv and 100 unnumbered pages

Blank leaves are included in the pagination statement and noted within parentheses following the pagination statement when they have been established to form part of the gatherings of the resource being described. Only blank leaves that have been seen in extant copies may be included in the statement.

Examples

. – iv, [100] p. (p. 99-100 blank)

Editorial comment: Extent statement for resource with 4 pages numbered i-iv and 100 unnumbered pages and the last leaf blank

. – iv, 96, [4] p. (last two p. blank)

Editorial comment: Extent statement for a resource with pages numbered i-iv, 1-96 and an unnumbered fold of which the last leaf is blank

When the complete extent cannot be inferred, the extent of imperfect copies is given by recording the numeration of the pages and/or leaves according to the provisions of 5.1. However, “p.” or “leaves” and a plus sign are used preceding or following the statement of extent (e.g. 200 + p., p. + 41-200), or, in the case of unpaginated or unfoliated resources the provisions for such cases are used. In these cases, and when the extent of a complete copy has been inferred, an explanatory note is given.

For multimedia resources, sound recordings, videorecordings, and still and moving images:

In recording a numerical description of the pieces of a resource, no distinction is made between numbered and unnumbered sequences of sheets, frames, etc. (i.e. totals supplied by the cataloguing agency are given without square brackets). In the case of numbered sequences of sheets, frames, etc., the number on the last numbered 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:

- 1) 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
Editorial comment: not: 48, 53, 99, 300, 410, 90 p.

or

- 2) 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.
Editorial comment: not: 400, 18, 60, 20 p.

or

- 3) 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:

Example

. – 1 vol. (400 p. with various other pagings)
Editorial comment: The sequences are: 400, 18, 40 and 20 numbered pages and 18 unnumbered pages

or

. – 1 vol. (400, 18, 40, 20, [18] p.)
 . – 1 portfolio

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, 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, column, sheet, frame, etc., are recorded. In this case, the word or abbreviation indicating pages, leaves, columns, 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 area 7 (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 leaf of plates is 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 a resource in a physical unit other than a book, an appropriate specific material designation is given (e.g. a folder, a roll, a portfolio) preceded by the arabic numeral 1. The statement of pagination, foliation, etc., following such a specific material designation is enclosed in parentheses.

Examples

- . – 1 portfolio (26 leaves)
- . – 1 atlas ([2] p., [32] leaves of plates)

For older monographic resources:

The number of pages of plates, or leaves of plates, or leaves of insets not included in the numbering of pages or leaves of the resource 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.

Leaves of plates or insets that are included in the numbering of pages or leaves of the resource may be recorded in area 7.

Example

. – 272 p.
Note: 12 leaves of plates included in the pagination

or

Note: 12 leaves of plates included in the pagination as p. 5-6, 11-12, 19-20, 29-30, 39-40, 49-50, 59-60, 69-70, 79-80, 89-90, 99-100, 109-110

**For older monographic resources and
For 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.

Additional examples for older monographic resources

- . – 16 p., XX leaves of plates
- . – 16 p., leaves of plates XXV-XXXV

5.1.4.2 A resource in more than one physical unit

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.”

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 older monographic resources:

When a resource is issued in more than one physically separate unit, the appropriate specific material designation is given, preceded by an arabic numeral denoting the number of such units. Accompanying material is not included in the numbering (see 5.4).

Examples

- . – 3 vol.
- . – 2 portfolios
- . – 6 broadsheets

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
- . – 6 vol.
Note: The title page of the sixth volume bears the designation "Bde 6-7"

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 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

An explanation may be given in area 7.

Example

. – 3 vol. (xx, 804 p.)

Note: Preliminary sequence, xx p., in vol. 1

When each unit has a separately numbered sequence of preliminary pages, leaves or columns preceding the continuously paginated, foliated or column numbered main sequence, a complete record of sequences may be given in area 7.

Example

. – 3 vol.

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 ; 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)

For older monographic resources:

When the pagination or foliation of a multipart monographic resource is not continuous, the several paginations or foliations may be given in addition to the number of units, enclosed in parentheses.

Examples

- . – 5 vol. (32; 36; 48; 36; 20 p.)
- . – 3 vol. (vi, 310; vi, 434; viii, 492 p.)
- . – 2 vol. (x, 210 p.; v, 311 p.)
- . – 2 portfolios (12; 18 leaves)
- . – 3 vol. (vi, 310 p., 20 leaves of plates; viii, 432 p., 32 leaves of plates; x, 490 p., 52 leaves of plates)

If it is considered necessary to record the presence of plates, but not the pagination of each volume, these may be given in parentheses.

Example

- . – 4 vol. (with 24 leaves of plates)

5.1.4.2.3 Alternatively, 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 of a multilevel description (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 and videorecordings, 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 s)
- . – 1 sound cartridge (90 min)
- . – 1 sound disc (ca 50 min)
- . – 1 filmloop (4 min, 20 s)
- . – 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 area 7 (see 7.10.1). Such a note may be combined with the contents note (see 7.7). When the playing times of individual works are recorded in area 7, 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 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 looseleaf volume, see 5.1.2). The pagination is given in parentheses following the specific material designation.

Examples

- 1 score (329 p.)
- 1 vocal score (259 p.)
- 1 part (32 p.)
Editorial comment: in the case of a separately published part
- 1 study score (146 p.)

When none of the specific material designation terms such as those recommended in Appendix C is appropriate, terms such as short score, choir book, table book are used as appropriate.

Examples

- 1 short score (21 leaves)
- 1 choir book (240 p.)

In the case of notated music resources for a piano solo, 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 unpagged 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 area 7 (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 unpagged

. – 1 microfilm reel

Note: Original ed.: xiv, 624 p.

Editorial comment: Reproduction of published book

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 globe : wood
- . – 1 sound reel (27 min) : paper
- . – 1 diorama : various materials
- . – 1 microfilm reel : diazo
- . – 1 film reel (11 min) : nitrate
- . – 1 map : transparency, col.
- . – 1 map (ca 1.2 MB) : col.

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 older monographic resources:

The abbreviation “ill.” (or its equivalent in another language and/or script) is given after the specific material statement. Minor illustrations may be disregarded. The technique of illustrations or of leaves of plates may be recorded in area 7.

Example

- . – 133 p., [4] p. : 8 ill.

Note: 8 woodcuts printed with the text

Note: Leaves of plates, lithographs and steel engravings

Note: Leaves of plates in aquatint or copperplate engravings

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 area 7.

For visual resources:

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.

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 there is evidence that some or all of the illustrations are coloured in all copies of the resource, 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.)

When it is uncertain whether colouring appears, or is intended to appear, in all copies of the resource, the information is given in area 7 (see 7.11).

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 another language and/or script), 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.

Example

- . – 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 area 7 (see 7.5).

Examples

- . – 2 electronic tape cassettes : col.
- . – 1 CD-I : col., sd.

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 another language and/or script are used in cases where the reduction ratio cannot be specified exactly.

5.2.6 Statements relating to the presence or absence of sound

5.2.6.1 The abbreviations “sd.” (for “sound”) or “si.” (for “silent”) (or their equivalents in another language and/or script) 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 area 7 (see 7.5).

Example

- . – 1 electronic disk : sd.

5.2.7 Other technical specifications

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

Any details on the process or method of reproduction of a still image may be given.

Example

- . – 1 engraving : drypoint, aquatint

The playing speed of a 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

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

Table of Technical Specifications and Industry Norms for Sound Recordings

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.

Specification	Analogue disc			Reel	Cassette	Cartridge
	78 rpm	Other speeds	Digital disc			
Speed	A	A	1.4 m/s	A	A: 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: 8
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

The recording method, groove direction and groove size of a sound disc are given if known.

Examples

- . – 1 sound disc : 78 rpm, vertical
- . – 1 sound disc : 33 1/3 rpm, coarse

The track configuration of a sound reel recorded on four or more tracks is specified.

Example

- . – 1 sound reel (90 min) : 19 cm/s, 4 track, adjacent

The number of tape tracks is given.

Example

- . – 1 sound reel (100 min) : 19 cm/s, 2 track

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 area 7 (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:

The bibliographic format of the resource is given in a standard designation as chosen by the cataloguing agency, e.g. in one of the following forms:

; 1o, 2o, 4o, 8o, 12o etc.

; 1:o, 2:o, 4:o, 8:o, 12:o etc.

; 1mo, 2do, 4to, 8vo, 12mo etc

; in-plano, in-fol./in-2, in-4, in-8, in-12 etc.

If the gatherings are made up of half sheets or other fractions of sheets, or if the gatherings are composed of more than one sheet, this may be recorded within parentheses following the format or in a collation statement.

Examples

; 2:o (6s)

or

; 2do (6s)

Broadsheets and half sheets may be recorded by the respective term, discarding the format designation, or as 1 leaf and the proper format designation.

Examples

1 broadsheet

or

1 leaf ; 1:o

1 half sheet

or

1 leaf ; 1/2:o

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

; 18 cm

Editorial comment: the height of the resource is 17.2 centimetres

For resources employing film or magnetic tape:

The gauge of the film or width of the tape is 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 resources and
For 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 height x width. The dimensions of three-dimensional resources other than globes and sections of spheres, are given in the form of height x width x depth. The dimensions of globes, sections of spheres and circular two-dimensional resources are given in terms of the diameter.

The dimensions given for two-dimensional resources, if not otherwise specified, are the dimensions within the neat line. If there is no neat line, the dimensions given are those of the part of the resource carrying the geographic detail.

Examples

- ; 65 x 40 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
- ; on sheets 90 x 50 cm or smaller, folded in cover 25 x 16 cm
- ; double hemisphere, each 6 cm (diam.), on sheet 21 x 15 cm

For multimedia resources, sound recordings, videorecordings, and still and moving images:

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 area 7 (see 7.5; see also 5.3.1.1.2).

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

The dimensions of three-dimensional resources (dioramas, 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 area 7 (see 7.5) or omitted.

Examples

- . – 1 diorama : various materials, col. ; 9 x 30 x 20 cm

5.3.1.1.1 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 diorama : col. ; in glazed case 35 x 60 x 24 cm

5.3.1.1.2 In the case of resources requiring the use of equipment (e.g. 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 CD-ROM (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 belonging to that measurement.

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 s) : 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 resources see 5.3.1.3).

The diameter is given for a disk/disc or a tape reel. The height 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 height of the face of a chip cartridge is given.

Example

- . – 1 electronic chip cartridge : col., sd. ; 9 cm

5.3.1.2 Unusual dimensions

**For printed textual resources and
For 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 (e.g. 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 area 7 (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 height and depth 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 ; in container 30 cm

5.3.1.4 Alternative formats

For multimedia resources, sound recordings, videorecordings, and still and moving images:

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 area 7 (see 7.5).

Example

. – 1 film loop (4 min, 30 s) : col.

Note: Available in standard 8 mm and super 8 mm versions

5.3.1.5 Physical units of different sizes

**For continuing resources and
For 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
For multimedia resources, sound recordings, videorecordings, and still and
moving images:**

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 area 7 (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 Dimensions may be given in area 5 if it can be established that the resource being described is in a standardized publisher’s binding or in publisher’s wrappers. The height of the outer case, measured parallel to the spine, or of the resource when it is not bound, is given in parentheses following the format, rounded up to the next whole centimetre.

Examples

- ; 4:o (18 cm, publisher’s wrappers)
Editorial comment: A publication in quarto in publisher’s wrappers that measures 17.2 centimetres
- ; 12:o (14 cm, publisher’s binding)

Otherwise, dimensions are treated as copy specific information and may be given, together with any other relevant evidence, in area 7.

Example

- . – Copy x in collection y cropped at foot, measures 17.2 centimetres

When the printed lines run parallel to the longer side of the paper, the designation “oblong” may be given in parentheses following the format.

Examples

- ; 4:o (oblong)
- ; 2:o (oblong)

5.3.2.2 When the dimensions or shape of the resource are unusual an explanation may be given in area 7.

5.3.2.3 When the format cannot be determined, the assumed format followed by a question mark is given in area 5. Dimensions may also be given in area 7 with an explanation.

Example

; 48:o (?)

Note: Gathered in eights, measures 4 x 3 cm, uncut

5.3.2.4 When in a multivolume monographic resource the volumes are of differing formats, all formats are given in repeated physical description areas, if considered important to users of the catalogue. If the resource being described is in standardized publisher's binding or in publisher's wrappers, dimensions may be given, but when the resource is entirely in one format, only the least and greatest dimensions are recorded.

Examples

. – 4 v. ; 4:o (18 cm, publisher's binding)

. – 3 v. ; 8:o (16 cm, publisher's binding)

Note: Vols. 1-4 are 4:o (18 cm); vols. 5-7 are 8:o (16 cm)

Editorial comment: 7-vol. set with varying dimensions and format.

; 2:o (33-37 cm, publisher's binding)

The format and/or dimensions of individual parts 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

Introductory note

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 given 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.

Examples

- . – 271 p. : ill. ; 21 cm + 1 price list
- . – 96 p.; 8° (16 cm, publisher's binding) + 1 price list
- . – 1 map : col. ; 108 x 73 cm, folded to 30 x 21 cm + 1 memoir
- . – 1 globe : col. ; 23 cm (diam.) + 1 gazetteer
- . – 271 p. : ill. ; 21 cm + 1 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
- . – 20 maps on 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 area 7 (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 ; 18 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.) ; 31 cm + 1 part

- . – 1 score (92 p.) ; 31 cm + 4 parts
- . – 1 score in 2 vol. ; 31 cm + 1 part
- . – 1 score (329 p.) ; 34 cm + 25 parts + 1 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 (dialo ; 11 x 11 cm)
- . – 2 electronic disks ; 9 cm + 1 user manual (110 p. ; 23 cm)
- . – 272 p. : ill. ; 8:o + 1 map (col. ; 65 x 40 cm as issued by publisher)
Note: Map in copy x in collection y measures 65 x 40 cm
Editorial comment: All copies are coloured. The measures of the map may be given in area 7.
- . – 272 p. : ill. ; 8:o + 1 price list (28 p.; 8:o)

5.4.3 Alternative description of accompanying material

The use of this element is an alternative to:

- 1) describing accompanying material independently (i.e. in a separate description);
or
- 2) describing accompanying material in a note (see area 7);
or
- 3) 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 area 7 (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 area 7 (see 7.5) or described independently.

6 SERIES AREA

Introductory note

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 and (c) all common/dependent titles of multipart monographic resources in which the subseries title or the part 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, subseries or multipart monographic resource statement contains the main elements identifying a series, subseries or multipart monographic resource, including any numbering of the separate resources within the series, subseries or multipart monographic resource. Resources belonging to series or subseries may be continuing resources or multipart monographic resources.

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

Recommended punctuation

- 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 (,).
- L.** 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.

Examples

- . – (Title proper of first series) (Title proper of second series)
- . – (Title proper of first subseries) (Title proper of second subseries)
- . – (Title proper of first multipart monographic resource) (Title proper of 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 sources

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.

For printed resources:**For 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, colophon

For older monographic resources:

Series title page or multipart monographic resource title page, analytical title page, colophon, other preliminaries, cover, spine

The cover and/or spine are considered prescribed sources only if the resource was issued with the cover and/or binding.

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), multipart monographic resource title page (for a multipart monographic resource), analytical title page, other preliminaries, first page of music, cover and colophon

For multimedia resources, sound recordings, videorecordings, and still and moving images:

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.

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

For electronic resources:**Direct access**

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

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 Title proper of a series or subseries

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 in this area.

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: Subseries with distinctive title; main series: Commonwealth and international library
- . – (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. 2e 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)
- . – (世界大音楽全集. 声楽編 ; 第29卷)
- . – (한국문학연구총서. 고전문학편 ; 7)

6.1.2 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 ; part 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 ; no 1)
- . – (Dune ; vol. 4)

6.1.3 Transcription

The title proper of a series 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 continuing resources:

When the key title of the series or subseries differs from the title proper, it is given in area 7 (see 7.6.4).

6.1.4 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
- . – (Land resources of central Nigeria)
Note: Main series: Land resource study
- . – (Friedrich von Schiller's Sämtliche Werke)
Note: Main series: Bibliothek der deutschen Classiker

6.1.5 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)
- . – (Mathematics and science series. Concepts ; 2)
- . – (Super graphics. Series I ; 2)
- . – (Patrimoine musical de France. Monumentales)
- . – (Musica antiqua Bohemica. Serie II)
- . – (代韓國文法大系歷. 第1部 ; 第36冊)

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 given 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)
- . – (Corpus iuris sueo-gotorum antiqui = Samling af Sweriges gamla lagar)
- . – (現代日本音楽選 = The galaxy of contemporary Japanese music)
- . – (현대건축시리즈 = Modern architecture ; 12)

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)
- . – (Introduction to technology : medieval to modern times)
- . – (スペイン古音楽集成 : 中世・ルネサンス期スペイン音楽史 ; 6)

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 given 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 The fourth element of the series area is the statement of responsibility relating to the series, subseries or multipart monographic resource. 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.

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)
- . – (Bibliothek der deutschen Classiker / herausgegeben von S.P. Leffler und E. Bruzelius)

Note: Statement of responsibility from cover

- . – (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)
- . – (交響曲全集 / ベートーヴェン)
- . – (연구총서 / 한국교회연구소)

Parallel statements of responsibility may be given.

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 the 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 ; Heft 22)
- . – (Elsevier's interactive anatomy, ISSN 0929-2225)
- . – (Manuskripte des Geographischen Instituts der FU Berlin, ISSN 0170-6268)
- . – (文科紀要 / 東北大学教養部, ISSN 0495-7210 ; 10集)
- . – (우리문학연구 총서, ISSN 1229-7429 ; 2)

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: 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. If abbreviations are used, an international standard such as ISO 832 is used (see 0.6.4). 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 ; no 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 ; Heft.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)
- . – (合唱名曲コレクション ; D11)
- . – (일론의 땅 시리즈 ; 3탄)

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 Multipart monographic resource within a series

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, separated by commas.

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 resource 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 serials). The numbering is not given in area 6.

6.6.5.3 When the issues or parts or the iterations carry multiple numbering systems, all numberings are given (see 3.3.).

7 NOTE AREA

Introductory note

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 description in areas 1-6 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.

When a note is mandatory but the required information is not known by the cataloguer, a note is given to indicate this.

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
- . – Frequency unknown

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 on the 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 issue, part, iteration, etc., that forms the basis of the description
- 7.10 Other notes
- 7.11 Notes relating to the copy in hand

Recommended punctuation

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

- . – Schramm, A., Bilderschmuck, v. 4, p. 10, 50, and ill.
- . – ESTCS126474

When the information is available, the note should always be given for incunabula, and preferably given in the description of any early printed book.

7.0.2 Frequency statement for continuing resources

A note (*mandatory*) of the frequency of a serial or the frequency of updates to an integrating resource is given when the frequency is not stated in area 1.

Examples

- Bimonthly
- 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 area 7 if it is necessary to convey some additional information.

Example

- Weekly (10 issues each semester)
- Title proper:* The Mac weekly

When the frequency of a continuing resource is unknown, a note “Frequency unknown” is given.

Changes in the frequency of a serial or the frequency of updates to an integrating resource may be given in area 7.

Example

- Quarterly as from 1975, no. 1-

7.0.3 Notes on system requirements

A note (*mandatory*) on system requirements that are conditional for use of the resource is recorded in area 7 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
 Character code

Each requirement, other than the first, is preceded by a semicolon.

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: 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
- . – System requirements: No information available
- . – System requirements: Mac lisäksi: Prosessori 68030 tai uudempi (suositellaan Power PC) ; System 7.1 tai uudempi
- . – Character code: UTF-8
- . – Character code: Japanese (ISO-2022-JP)

7.0.4 Notes relating to mode of access

A note (*mandatory*) relating to mode of access is recorded in area 7 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
- . – Mode of access: Internet via ftp
- . – 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 area 7 (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 continuing resources, see 7.2.4.1.

For notes on the language of the title, see 7.1.2.

Examples

- . – Translation of: La muerte de Artemio Cruz
- . – Originally published as: Five on Kirrin Island again
- . – Translation of: Gulliver's travels
- . – Original title: Dissertatio physica de natura et remediis fulminum
- . – Original title: North Land footprints, or, Lives on Little Bent Tree Lake; prevedeno s franc. jezika
Editorial comment: Original English text translated from French into Croatian.
- . – Original title: Kira kira hikaru; translated into Finnish from the English translation: Twinkle twinkle

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 area 7.

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 multimedia resources, sound recordings, videorecordings, and still and moving images:

When the source of the title proper is other than a source permanently associated with the resource (see 0.4), the source is given in area 7.

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 (viewed on Aug. 8, 2003)
- . – 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
- . – Title from homepage

7.1.1.3 Notes giving variant titles

Notes on variant titles are given when considered important to users of the catalogue.

Examples

- . – Title on spine: Oliver!
- . – Title proper romanized: Zolotoj telenok
- . – Spine title: Bath Road Acts
- . – 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
Editorial comment: Title proper on map is: Stadt Schweinfurt
- . – Sheets for 1921-1924 have title: Official road map of metropolitan district; 1930-1941: Greater metropolitan district; 1950-1963, Official road map New York and vicinity
Editorial comment: Most recent sheets have title: New York City and vicinity
- . – Title on codebook: New Democratic Party of Ontario, 1967
- . – Title on container: Interactive cells
- . – Title on added title page: To the English gentry
- . – HTML title: CyberMedia
- . – File name: DUB.1
- . – Title on second title screen: Personal finances and other applications

- . – Title on disc label: Journal of the U.S. House of Representatives
Editorial comment: Title proper is: Journal of the House of Representatives of the United States
- . – At head of title: Bizmap navigator
Editorial comment: Title proper is: Singapore yellow pages with electronic maps
- . – Some issues have also title in German: Hobbes OS/2 archiviert
Editorial comment: Title proper is: Hobbes archived OS/2
- . – Title bar title: Antarctic Meteorology Research Center home page
- . – Title on engraved title page: Dittionario italiano

For electronic resources, for a locally assigned file name see 7.10.1.

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 prescribed source of information for the resource, may be given (see 1.4.3).

Examples

- . – Expanded form of title proper: Interrogation recording and location system
Editorial comment: Title proper is: IRLS
- . – Expanded form of title proper: Kantoor en efficiency
Editorial comment: Title proper is: K. en E.

When the title proper consists of or includes numbers (see 1.1.3.5), a note on the expanded form may be given.

Example

- . – Expanded form of title proper: Le zéro un
Editorial comment: Title proper is: Le 01

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, 1.4).

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 a serial 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 titles appearing on earlier iterations of the same resource (see 1.1.7).

Examples

- . – 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.)
- . – Dissertation
- . – Computer game
- . – Computer program

For notated music resources:

The musical form and/or medium of performance of the resource may be given in area 7.

Examples

- . – Opera in 3 acts

- . – English madrigals
- . – 2 pieces for guitar
- . – For string orchestra or string quartet
- . – For 4-6 voices
- . – Originally for piano

**For multimedia resources, sound recordings, videorecordings, and still and moving images and
For electronic resources:**

The genre or other intellectual category to which the resource belongs may be given in area 7.

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.

Examples

- . – 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
- . – Screen displays in French and English
- . – Parallel Italian and French texts
- . – Papers in English or Japanese; summaries in English

- . – Text in German. Summaries and tables of contents in Russian and French

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 area 7 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
Editorial comment: English parallel title on earlier issues: Law quarterly review
- . – Parallel titles in four languages
- . – 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 prescribed source of information may be given in area 7 (see 1.3.5.3).

Examples

- . – Parallel title in Spanish on verso of title page
- . – Parallel title on separate title page: Introduction à la langue française
- . – Parallel title from container: The four seasons
- . – Other title information from container: Songs of redemption
- . – Other title information from container: Gaining financial independence

For serials:

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 statements 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, 1.4.4.9).

For integrating resources:

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 area 7 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 ...
 - Editorial comment:* 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 Wolcott
- . – 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 area 7 (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 area 7.

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 prescribed source of information of statements of responsibility transferred to the stipulated position.

Examples

- . – Author's name at head of title page

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 area 7.

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 is given in area 7.

Example

- . – Author statement taken from the title page verso

For continuing resources:

Notes may be given on statements of responsibility that do not apply either to the title proper or to any of the parallel titles (see 1.5.5.10.1).

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 multimedia resources, sound recordings and videorecordings:

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 may be 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**For 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.

For serials:

Notes on changes to the statement of responsibility for resources that do not require a new description (see 0.2.5), 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* include, for example, *where linguistically applicable*:

articles, prepositions and conjunctions are substituted, added or deleted;

spelling or punctuation is changed without affecting meaning;

inflexion of a word is changed, for example, from singular to plural form;

order of elements in the name is changed.

For 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.

Example

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 reproductions or reissues (see 4, Introductory note).

Notes on preceding/succeeding works, adaptations, 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 of the related resource.

Examples

- . – "Information from official map reproduced under Government Printer's Copyright No. 4219 on 9/10/69"
- . – Copy of original in Archivo General de Indias, Sevilla
- . – "Drugi dio zbirke pjesama Budući bjeGUNAC iz raja istog autora."
Editorial comment: Second part of the collection of poetry by the same author.

7.2.1 Source of the edition statement

For older monographic resources:

When edition information has been obtained from a source other than the prescribed source of information, the source from which such information has been obtained is given in area 7.

Example

- . – Edition statement from colophon

These may include notes of limited print run or limited distribution.

Examples

- . – Limited edition of 20 signed and numbered copies
- . – An edition of 75 copies, not for sale

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.

A note on the statement of responsibility relating to the edition and taken from outside the continuing resource may be given.

For electronic resources:

The source of the edition statement is recorded whenever it differs from the source of the title proper.

Examples

- . – Edition statement from booklet
- . – Edition statement from disk label
- . – Edition statement from information at end of resource

7.2.2 Changes to the edition area: for continuing resources**For serials:**

Changes in edition statements that occur after the first or earliest issues or parts for resources that do not require a new description are given in area 7 when considered important to users of the catalogue (see 2.1.5).

For integrating resources:

Earlier edition statements that are no longer present on the current iteration or that are in a different form on an earlier iteration and do not require a new description are given in area 7 when considered important to users of the catalogue (see 2.1.5).

7.2.3 Notes on the bibliographic history of the resource*Examples:*

- . – Originally published: London : J. Tonson, 1747
- . – Originally published: London : Collins, 1967
- . – Originally published: Leipzig : Breitkopf & Härtel, 1889
- . – Originally issued in 1965
- . – 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
- . – Formerly available as: CAS 675
- . – Reprint of the second edition: London : [s.n.], 1760
- . – Offprint from: Physical review ; 2nd series, vol. 70, no. 5-6, September 1 & 15, 1946
- . – Reproduced from the map published by Nicolas Berrey in Paris 1663
- . – Reproduction of: Johannis Hevelii Uranographia totum coelum stellatum. Gedani, 1690
- . – Facsimile reproduction of 4th edition: Amsterdam : [s.n.], 1670. Vol. 1, 2nd ed. Vol. 2, 3rd ed. Vol. 3, 2nd ed.
- . – Facsimile reproduction of the first edition: St. Omer : [s.n.], 1610
- . – Facsimile reproduction from a ms. original in the National Map Collection, Public Archives of Canada
- . – Facsimile reproduction of the first edition, Vienna : Österr. Bundesverlag, 1894
- . – Based on the book of the same title by Ludwig Bemelmans
- . – Based on: The treasure of Franchard / by Robert Louis Stevenson
- . – Adaptation of: Draculus. 1994
- . – 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

For electronic resources:

These include indication of the frequently changing contents of a remote-access electronic resource.

Examples

- . – Updated weekly
- . – Program first issued by Educational Software in 1994
- . – Electronic version of the print publication issued in 1989
- . – Digital reproduction of the publication issued in 1522
- . – 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
- . – On container: Multimedia master version of the original 1985 two videodisc version
- . – 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

For continuing resources:

Details of the bibliographic history of the resource may be given if required, together with the numbering showing the link with other resource(s):

Example

Rev. ed. of: Mental capacity : medical and legal aspects of the aging. 1977

7.2.4 Notes on relationships to other 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:

Examples:

- . – Issued with: G.T. Stockholm : Rumstedt, 1812; N.T. 4th ed., Stockholm : Rumstedt, 1811. Both also issued separately
- . – Cited in David McNeely Stauffer's American engravers upon copper and steel as appearing in the Pennsylvania magazine, June, 1775

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 resource given in the form shown in the following (see also 7.1.1.1):

Example

Soviet radiochemistry
Note: Translation of: Radiokhimii = 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 reproduction 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 digitised version—a note (*mandatory*) is given that the resource is a reproduction (see 2.1.1, 3.3.10, 4, Introductory note). 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 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: Reproduction 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: Reproduction of the monthly, later bimonthly, publication, Paris : H. Lemoine

7.2.4.3 Resources with different editions

When the resource is one of two or more simultaneously published 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 resource is published in more editions than can be named conveniently, a general note is made.

Examples

- . – Also published in Early edition, 2-star edition, and 3-star edition
Editorial comment: Title being described is Final edition

- . – Also published in National edition
Editorial comment: Title being described is City edition

- Edition statement applies to program listings
Editorial comment: Published in multiple editions with identical editorial material; program listings apply to specific geographic areas

- Numerous editions
- Also appears in French and German
- English edition of: Bulletin critique du livre français = ISSN 0007-4209
Editorial comment: Title proper: New French books
- Issues 46- also available online

7.2.4.4 Resources with supplements, inserts/insets

When the 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

. – Eighth-10th eds. updated by quarterly and annual cumulative supplements

. – Numerous supplements

7.2.4.5 Supplement to or insert/inset in

When the resource is a supplement or insert/inset of another resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the main 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

7.2.4.6 Other relationships

Notes on other relationships between the resource being described 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 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

7.2.4.7 Notes on relationships: continuing resources

7.2.4.7.1 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

7.2.4.7.2 Merger

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

7.2.4.7.3 Split or separation

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

7.2.4.7.4 Absorption

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

7.2.4.7.5 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

. – Numerous subseries

7.2.4.7.6 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.

7.3 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 music format statement

7.3.2 For cartographic resources: mathematical data

Examples

- . – "This map is constructed by using a special projection system that gives a perspective effect while the immediate lake area remains in scale"
- . – Scale of original ca 1:1 300.
Editorial comment: For an enlargement of an aerial photograph
- . – Oriented with north to the right
- . – Prime meridians: Ferro and Paris
- . – Scale departure graph: "Statute miles Mercator projection"

7.3.2.1 For celestial charts, the first note related to 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 related to the mathematical data area is the note pertaining to this type of resource.

Examples

- . – f6.016 inches, alt. (orig.) 8 000 ft
Editorial comment: For an enlargement of an aerial photograph
- . – f5.944 inches, alt. 12 000 ft
- . – MSS Bands 3 and 4
Editorial comment: For a remote-sensing image

7.3.2.3 Information 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.

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.

Data type. The direct reference method (i.e. the system of objects) used to represent space in an electronic resource (e.g. raster, vector, point) is identified.

Object type. The specific type of point, raster, and/or vector object type(s) used in an electronic resource is indicated. Multiple types are separated by a comma.

Object count.

Point/vector count. The number of point or vector objects or each type of object used in an electronic resource is given.

Raster object count. The number of rows x columns x voxels (vertical) in a raster electronic resource is given. Row and column count are used for rectangular raster resources. Voxels are used with rectangular volumetric raster resources.

Format. The format name and version in which an electronic resource is stored is indicated.

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)

- . – Location reference: 100-year floodplain boundary; 500-year floodplain boundary
- . – Geographic system: coordinates ; decimal degrees
- . – North American datum of 1927 : ellipsoid: Clarke 1866 (semi-major axis: 6378206.4 ; denominator of flattening ratio: 294.98)
- . – Format of delivery: SUF2, DGN (microstation format), DXF, DWG (AutoCad format); 9 inch magnetic reel tape, Exabite (8 mm cassette); small files on disk.
- . – Deliverable on 31-12-1992: Sheet 9W, 9O, 14W, 14O, 15W, 19W, 19O, 20W (excl. Texel); delivery per sheet or part thereof.
- . – Structure: All line-segments are noded and, when they have an identity of their own, fitted with their own coding; the polygons (objects) that are created are coded with a centroid.

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 area 7; alternatively, the reason for omission of such details in area 3 may be given (see 3.3).

Examples

- . – Suspended 1939-1945
- . – 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 information is not available from the prescribed sources of information for area 3. 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

- . – Began with: Vol. 1, no. 1 (1972)
- . – Ceased with: Vol. 1, no. 6 (Oct. 1974)
- . – Began with: No. 1, published in 1968
- . – Ceased with vol. for 1982
- . – Began with: Vol. 1, no. 1 (May 1974); ceased with: Vol. 1, no. 6 (Oct. 1974)
- . – 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

- . – Vol. 29, no. 3-vol. 39, no. 2 omitted in numbering
- . – 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, distributors, etc., 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
- . – Publication information 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. 1992
- . – Manual dated 1994
- . – 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"
- . – Thomas Saint active in Newcastle upon Tyne from ca 1769 to ca 1788. Source: Plomer, H.R. Dictionary of the printers and booksellers who were at work in England, Scotland and Ireland from 1726 to 1775, 3, p. 221
- . – The place of publication "Cosmopoli" is fictitious; identified as Frankfurt a.M., according to Weller, E. O., Falsche Druckorte, Bd. 1, p. 285
- . – Place of publication conjectured by catalogueur based on typographic evidence

For older monographic resources:

When publication, production, distribution, etc., information has been obtained from a source other than the prescribed source of information, the source from which such information has been obtained is given in area 7.

Example

. – Publisher's name from colophon

**7.4.2 For continuing resources and
For 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 area 7, 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 area 7, 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 considered important to users of the catalogue.

Example

- . – 24 lines per p.; type 24G

Physical description of the resource, including a list of signatures is given, if considered important to users of the catalogue.

Example

- . – Signatures: A- K⁴

If a proper physical description area is given, the notation system specified by Fredson Bowers in *Principles of Bibliographical Description*, Princeton, 1949, is followed. The copy, or copies, on which the collation is based is (are) specified.

Examples

- . – Collation: a² A-L⁴ M². Based on copy x in collection y
- . – Collation: π¹(=H4) A-F⁸ G⁸(-G1,2+G1.2) H⁴(-H4). Based on copies a,b,c in collection xx

For multimedia resources, sound recordings, videorecordings, and still and moving images:

Notes may also include information 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:

Notes 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. A note may also be included on accompanying material if this is not a regular feature of the resource.

Examples

- . – Beginning with vol. 9, no. 1 (Jan. 1970) height is 38 cm
- . – 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
- . – Digitised resource of 3000 records
- . – Master and use copy
- . – Resource size: master (113.776 KB) ; use copy (5.631 KB)

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 or different formats, 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
- . – Available in PDF and HTML formats
- . – 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 prescribed source of information, the source from which such information has been obtained is given in area 7.

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 successively, the titles of these series or subseries, or a general statement that such series or subseries exist, may be given (see 6, Introductory note). If the entire continuing resource is in two series, there are two series statements in area 6.

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 6.1.4; see also 7.6.3).

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 6.5.3).

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 6.6.2).

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 and notes on other inclusions, such as indexes, inserts, bibliographies, discographies, etc.

For audiovisual materials, if the durations of individual works are given in the contents note, they are placed immediately after the bibliographic description.

General note on the contents

Examples

- . – Contents: 12 madrigals
- . – Contains only Sallust's *De coniuratione Catilinae* and a life of Sallust
- . – Contains information on all 50 states
- . – Number of respondents: 600 civil servants in U.S. federal agencies
- . – Contains 1,200 time series

List of contents

A note may be made giving the titles of the works contained in a resource with a collective title (see 1.1.4.3).

Examples

- . – Contents: *The homecoming* / by Harold Pinter. *Chips with everything* / by Arnold Wesker. *Marching song* / by John Whiting
- . – Contents: The L-d's address to K.G.II. The K-'s answer. A new ballad
- . – Contents: *Voluntary I* and *Te Deum* ; *Voluntary* and *Jubilate*
- . – Contents: *Trap and guess* ; *Bumblebug* ; *Hidden treasures*
- . – Contents: CD-ROM data (1:29) ; *The young person's guide to the orchestra* (16:27) ; *Extra audio examples* (55:43)
- . – 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*
- . – 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 s)

Notes on other inclusions

Examples

- . – Includes the text of the Gaming Act 1913

- . – Includes references to summaries on U.S. demographic data
- . – Also includes newsfilms on Trooping the Colour

Notes on indexes, bibliographies, discographies, etc.

Examples

- . – Bibliography: p. 291
- . – List of films: p. 323-327
- . – Includes index
- . – Includes: Bibliography of Northwest materials
- . – Indexes: Vols. 1-25 (1927-1951) in vol. 26, no. 1
- . – Includes index of songs
- . – Discography: p. 291
- . – Includes a list of works for further study
- . – Summary in English: p. 143-146
- . – Summary of plot

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.

Examples

- . – Contents: Vol. 1. A midsummer night's dream ; Vol. 2. Henry IV
- . – Contents: Pt. 1. The fellowship of the ring ; Pt. 2. The two towers ; Pt. 3. The return of the king
- . – 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.
- . – Contents: 1, 1985-1989 ; 2, 1990-1995
- . – Contents: Pt. 1. The cause of liberty (24 min) ; Pt. 2. The impossible war (25 min)

For multilevel description, see Appendix A.

For continuing resources:

These may also include notes on separate physical units constituting the issue(s) or part(s) of the serial, etc.

Example

- . – Contents: Vol. 1/1. Alphabetic index. 527 p. ; Vol. 1/2. Subject index. 300 p.

For multilevel description 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:

These may include notes relating to the contents and subject matter :

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
- . – Illustrations: 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

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

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: ...

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
Editorial comment: Map has title "Road map ..."
- . – Shows southernmost extent of the midnight sun

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

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

7.8 Notes on the resource identifier and terms of availability area

7.8.1 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
- . – Limited demonstration package
- . – Public domain software

A note (*mandatory*) of an incorrect standard identifier is given when an incorrect number is found on the resource (see 8.1.3).

7.8.2 Notes relating to binding

Notes on binding of an edition concern the later part of publishing history when binding becomes part of the production of a book. For notes on individual bindings, see 7.11.

Examples

- . – First 25 copies bound in leather
- . – "Price 4s. plain, or 5s. neatly bound and gilt"—title page

7.9 Notes on 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 (viewed on Feb. 28, 2003, last updated Jan. 8, 2002)

For continuing resources:

7.9.1 Serials

A note (*mandatory*) is given 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

- . – Description based on: Vol. 3, no. 3 (May/June 1975)
- . – Description based on: 43 (19-6-1996)
- . – 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

- . – Latest issue consulted: Nr. 43 (Mai 2001)
- . – Description based on: 3rd ed. (1980). Latest issue consulted: 24th ed. (2001)
- . – 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, production, distribution, 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

- . – Description based on: The wood demon / by Anton Pavlovich Chekhov ; translated by Nicholas Saunders and Frank Dwyer, 1993

- . – 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

- . – 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

- . – Description based on the iteration viewed on Apr. 22, 2003. Latest iteration viewed on Oct. 12, 2006
- . – Description based on No. 3 (2004) viewed on Feb. 2, 2005.

7.10 Other notes

7.10.1 Any other notes particular to the specialized material or considered important in the context of the cataloguing agency may be given.

For notated music resources:

Notes relating to duration

Examples

- . – Duration: 123 min
- . – Duration: ca 17:00
- . – Durations: 34:01; 22:14; 23.21
- . – Duration: 1 h, 18 min

Notes relating to notation

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

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

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

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
- . – On container: M1 527
- . – ICPSR study no. 0003

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
- . – Number 11 of 50 signed and numbered copies

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.

These notes may be categorized and grouped in the following order:

- 1) Note relating to the physical characteristics of the copy in hand, e.g. wanting leaves, copy characteristics, binding, numbered copies of an edition (however, see 7.2) manuscript notes on title page or margin.
- 2) Bound with copies.
- 3) Provenance note, e.g. book-plates, author's and/or owner's autographs, seals, etc.
- 4) Action note, e.g. preservation information and/or treatment of the copy in hand.

Examples

- . – Illustrations coloured by hand
- . – Bound in boards with a spine label reading: Poems of Gay
- . – In a tooled vellum binding
- . – Imperfect: wanting all after p. 312
- . – Leaves l5-6 bound between h3 and h4
- . – Imperfect: wanting leaves 12-13 (b6 and c1); without the blank last leaf (S8)
- . – No. 23 of an edition of 75 copies
- . – Bound 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: The whole booke of Psalms ... 1635 (STC 2661.5); The booke of common prayer ... 1633 (STC 16395)
- . – Bound as no. 2 in a pamphlet volume with 16 other titles
- . – Ms notes by the author
- . – Inscription on inside of front cover: Theodorinis ab Engelsberg
- . – Title page with repaired tear

8 RESOURCE IDENTIFIER AND TERMS OF AVAILABILITY AREA

Introductory note

A resource identifier is any number or alphanumeric designation associated with a resource according to an international standard, such as an International Standard Book Number or an International Standard Serial Number, or a designation assigned by a publisher.

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:

- 1) because it is issued in more than one format or medium or by more than one publisher, producer, distributor, etc.,

or

- 2) 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:

Because no standard numbering system appears in older monographic 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

Recommended punctuation

- 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 an 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
- . – ISBN (qualification). – ISBN (qualification) : price
- . – ISBN (qualification) : price. – ISBN (qualification) : price
- . – ISBN : price (qualification)
- . – ISBN : terms of availability : price
- . – Terms of availability
- . – ISSN = key title
- . – ISSN = key title : price
- . – ISSN (qualification) = key title : terms of availability : price (qualification)
- . – Plate number (qualification) : price
- . – Publisher's number (qualification) : price
- . – ISMN
- . – ISMN (qualification). – ISMN : terms of availability : price
- . – ISRC
- . – 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, as appropriate. 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
- . – ISMN M-2306-5969-7
- . – ISRC FR-Z03-91-01231
- . – URN:NBN:se:uu:diva-4321
- . – doi: 10.1000/1
- . – <http://purl.oclc.org/OCLC/RSPD>
- . – EAN08903549D

For notated music resources:

The publisher's number is given 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 multimedia resources, sound recordings, videorecordings, and still and moving images:

Whether or not a commercially issued sound recording has a standard identifier, the label name and all issue numbers supplied by the issuing company are 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

8.1.5 Fingerprint

Because no standard numbering system appears in older monographic resources, experiments have been conducted in recent years as to the feasibility of extracting information from each resource to make it uniquely identifiable. The fingerprint system has been considered as a substitute for the standard number for older resources.

The fingerprint¹⁷ consists of a number of characters drawn from a number of uniform places in the text of the resource, 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 publication, production, distribution, etc., area.

¹⁷ A definitive formula for fingerprint has yet to be determined by international agreement. Until such an agreement is made, various forms of fingerprint will be considered acceptable in this area.

Description of a method of fingerprint construction is found in: Fingerprints = Empreintes = Imprime. – Paris : Institut de recherche et d'histoire des textes, 1984. 2 vol., that is supplemented by the periodical: Nouvelles des empreintes = Fingerprint newsletter. – No. 1 (1981)-. – Paris : Institut de recherche et d'histoire des textes, 1981-.

Another method of fingerprint has been implemented by the Dutch STCN team. A description is found at <http://www.koninklijkebibliotheek.nl/stcn/vingerafdruk-en.html> (2006-02-11).

8.2 Key title (Continuing resource)

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

The terms of availability and/or price are recorded with 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 as in ISO 4217. Terms for resources available for hire are recorded as being for hire.

Examples

- : 2.05 GBP
- : 950 EUR
- : producer's tutorial, not for sale
- : hire
- : free to educational institutions
- : 325.00 USD
- : 500 DKK
- : 35 EUR

For continuing resources:

The price of a continuing resource 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 GBP
- : 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 For notated music resources:

A brief statement of the type or 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 cataloguing 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 multimedia resources, sound recordings, videorecordings, and still and moving images:

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 cataloguing 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 GBP (0.50 GBP to members)

: 8.16 GBP (6.25 GBP 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 000-211202-7 (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

Multilevel description is one of a number of choices for the bibliographic descriptions of parts.

If a single level description is created for a part, the relationship between the whole and the part may be represented in that description by:

- 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 Parts¹⁸).

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:

- 1) The description of physically separate units of a multipart resource;

Example

Remembrance of things past / Marcel Proust ; translated by C.K. Scott Moncrieff. – London : Chatto and Windus, 1957- . – Translation of: A la recherche du temps perdu.

Vol. 1, Swann's way / illustrated by Philippe Jullian. – Translation of: Du côté de chez Swann. – This translation originally published 1922.

Part 1. – 1957 (1973 reprint). – 303 p., 4 leaves of plates : ill. ; 19 cm. – ISBN 0-7011-1048-1 : £1.75

- 2) The description of physically separate resources supplementary to, or accompanying, another resource (see 5.4, 5.4.3, 7.5);

¹⁸ *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

Example

A history of Hampshire and the Isle of Wight. – Westminster : Constable, 1900-1912. – 5 vol. : ill. (some col.), maps, ports. ; 32 cm. – (The Victoria history of the counties of England)

Index to the Victoria history of Hampshire and the Isle of Wight. – London : Constable, 1914. – 135 p. ; 32 cm

- 3) The description of physically separate units of a multimedia resource.

Example

Minnesota politics and government : a history resource unit / Educational Services Division, Minnesota Historical Society. – [St. Paul : Minnesota Historical Society, 1976]. – 2 cases in 1 ; 34 cm

People serving people / Judy A. Poseley. – 30 p. : ill. ; 28 cm

Voices of Minnesota politicians. – 1 sound disc : 33 1/3 rpm, mono ; 30 cm

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 G 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 G of area 4). The dates of each part are given at a second or subsequent level.

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 their equivalents in another language, and the individual places and names of publishers are given at a second or subsequent level.

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). 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.

القاموس الحديث، فرنسي-عربي \ تأليف متري إلياس
 = Dictionnaire moderne, français-arabe / par Mitri Elias.
 – طبعة 4، منقحة ومزيدة
 = 4e éd., rev. et augm.
 – القاهرة : المطبعة المصرية
 = Le Caire : Elias' Modern Press, 1974.
 (*Arabic data transcribed first*)

Dictionnaire moderne, français-arabe / par Mitri Elias
 = القاموس الحديث، فرنسي-عربي \ تأليف متري إلياس.
 – 4e éd., rev. et augm.
 = طبعة 4، منقحة ومزيدة.
 – Le Caire : Elias' Modern Press
 = القاهرة : المطبعة المصرية، 1974.
 (*French data transcribed first*)

APPENDIX C: RECOMMENDED GENERAL MATERIAL DESIGNATIONS AND SPECIFIC MATERIAL DESIGNATIONS

The following list of recommended general material designations and specific material designations is suggested as a basis for constructing lists in English-language records. The list is not exhaustive.

GENERAL MATERIAL DESIGNATION	SPECIFIC MATERIAL DESIGNATION
Cartographic resource	atlas diagram globe map model profile remote sensing image section view
Electronic resource	CD-ROM CD-RW CD-WO DVD-Audio DVD-Data DVD-RW DVD-RAM DVD-Video electronic chip cartridge(s) electronic disk(s) electronic optical disc(s) electronic tape cassette(s) electronic tape reel(s)
Graphic	art reproduction flashcard flipchart 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 <i>see</i> Multimedia resource	
Microform	aperture card microopaque microfiche microfilm cartridge microfilm cassette microfilm reel microfilm slip

GENERAL MATERIAL DESIGNATION	SPECIFIC MATERIAL DESIGNATION
Motion picture	film cartridge film cassette filmloop film reel
Multimedia resource	construction set game
Notated music resource	score chorus score close score condensed score part(s) piano (violin, etc.) conductor part study score vocal score
Printed text	
Sound recording	sound cartridge sound cassette sound disc sound reel SACD DVD
Videorecording	videocartridge videocassette videodisc videoreel DVD-Audio DVD-ROM DVD-Video
Visual projection	filmstrip filmstrip microscope slide slide stereograph reel transparency

APPENDIX D: ABBREVIATIONS

The following abbreviations for use in area 5 in English-language records are recommended but not prescribed. Other abbreviations as used in ISO 832 and ISO 31 are recommended for use throughout the ISBD (see 0.6.4).

b&w	black and white
CD	compact disc (sound recordings)
CD-I	compact disc-Interactive
CD-ROM	compact disc read-only memory
cm/s	centimetres per second
col.	colour
cop.	copyright
diam.	diameter
DVD	
DVD-Audio	
DVD-ROM	
DVD-Video	
fr.	frame(s)
in.	inch(es)
ips	inches per second
m/s	metres per second
mono	monophonic/monaural
p or P	phonogram date
photo CD	photo compact disc
quad	quadraphonic
rpm	revolutions per minute
sd.	sound
si.	silent
stereo	stereophonic

APPENDIX E: 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 (Electronic resource) *see* Documentation (Electronic resource).

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 resource.

Aperture card A card containing an aperture or “window” in which one or more microphotographs on film are mounted.

Area A major section of the bibliographic description, comprising data of a particular category or set of categories.

Art reproduction A mechanically reproduced art work in a commercial edition.

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.

Bound with A designation used for a copy contained in a volume with one or more other resources as arranged and bound independent of publication (see also “Issued with”). It is used in copy-specific information.

Broadsheet A separately published 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.

Broadside *see* Broadsheet.

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.

Cartridge A permanently encased single reel of film or magnetic tape whose ends are joined together to allow continuous playback without rewinding, used for recording microreproductions of text and/or images (i.e. microfilm cartridge), or for playing sound (i.e. sound cartridge), motion pictures (i.e. film cartridge) or video (i.e. videocartridge). Usually designed to be inserted into a display or play-back device.

Cassette A permanently encased film or magnetic tape storage device, incorporating both supply and take-up reels into a removable unit, and used for recording microreproductions of text and/or images (i.e. microfilm cassette), or for playing sound (i.e. sound cassette), motion pictures (i.e. film cassette) or video (i.e. videocassette). Usually designed to be inserted into a display or play-back device.

Chorus score Notated music 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 Notated music 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 works 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- and sixteenth century books, and in Asian books until the twentieth century, the colophon may give information generally found on the title page in later books. (*See also* Title page, Title-page substitute.)

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 Notated music 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 resources 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. A continuing resource is either a serial or an ongoing integrating resource.

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.¹⁹ 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 monographic 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.

Document *see* Resource.

Documentation (Electronic resource) 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.

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. For older monographic resources, all copies of a resource printed at any time from substantially the same type-pages. (*See also* Facsimile reproduction, Impression, Issue, State, Type-page, Type-forme, Variant, Version.)

Edition statement A word or phrase, or a group of characters, indicating that a resource belongs to an edition.

¹⁹ See Form and structure of corporate headings : recommendations of the Working Group on Corporate Headings / approved by the Standing Committees of the IFLA Section on Cataloguing and the IFLA Section on Official Publications. – London : IFLA International Office for UBC, 1980.

Electronic resource A resource consisting 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 *see* Facsimile reproduction.

Facsimile reproduction A new issue of a resource in which the main part is reproduced exactly from the original pages of an earlier edition. 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 *see* Cartridge.

Film cassette *see* Cassette.

Film reel *see* Reel.

Filmloop A continuous loop of film, usually in the form of a cartridge utilizing 8 mm film and having a maximum running time of 4 1/2 min.

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 edition uniquely. The fingerprint consists of a number of characters drawn from a number of uniform places in the text of the resource, 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 publication, printing, distribution, etc., area.

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.

Form/forme *see* Type-forme.

Format In general, refers to the particular physical presentation of a resource.

Format (Electronic resource) The manner in which data are arranged in a medium of input, output or storage. (*See also* Medium, Physical carrier.)

Format (Notated music) *see* Notated music format.

Format (Older monographic resource) The designation of the number of type-pages in each type-forme. In a folio (2o, 2:o, etc.), there are two type-pages in each forme, in a quarto (4o, 4:o, etc.), there are four, in an octavo (8o, 8:o, etc.) eight, and so on.

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 an integrating resource are issued.

Game A set of materials designed for use according to prescribed rules in play and/or instruction.

Gathering A number of folds arranged within each other. **For older monographic resources**, normally, one sheet forms one gathering, but if the type-pages are imposed in half-sheets or in other fractions of a whole type-forme, the printed sheet may form more than one gathering. More than one sheet can also be arranged in one gathering. A folio (2o, 2:o, etc.) may be gathered, or quired, in fours (two sheets per gathering) or in sixes, etc.

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*, 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, engraving, painting or photography. Graphics are normally accessible to the naked eye, though in one instance (stereographs) special viewing equipment is needed for their use.

Half-sheet (Older monographic resource) (1) Half a sheet, separately published and printed so as to be read unfolded. (2) Also used as a technical term designating half a sheet.

Hologram A three-dimensional image made by a process based on the principle of light interference.

Home page 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.

Illustration A diagrammatic, pictorial or other graphic representation occurring within a resource.

Impression (1) All copies of an edition produced at one time or in one operation. (2) All copies of the sheets of a resource printed in one print run from the same setting of type-pages. (*See also* Edition, Issue, State, Variant copy.)

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 (1) 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.) (2) In older monographic resources, any leaf or gathering printed with letterpress in a separate process, not forming an integral part of the regular gatherings of leaves, but issued with the resource.

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 ongoing. Examples of integrating resources include updating looseleaves and updating web sites.

ISBN (International Standard Book Number) 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 notated 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. It is based on ISO standard ISO 10957.

ISRC (International Standard Recording Code) An international identification system for sound recordings and music videorecordings. Each ISRC is a unique and permanent identifier for a specific recording that can be permanently encoded into a product as its digital fingerprint. Encoded ISRCs provide the means to identify automatically recordings for royalty payments.

ISSN (International Standard Serial Number) The ISSN together with the key title uniquely identifies a particular serial or integrating resource (*see ISSN Manual*²⁰). 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 (Printed monographic resource) Those copies of an edition that constitute a planned publishing unit, distinguishable from other copies of that edition by one or more differences (e.g. a new title page or colophon that expressly identifies the copies as a discrete unit). (*See also* Facsimile reproduction, Impression, State, Variant.) **For motion pictures** *see* Reissue.

Issue (Serial) One of the successive parts of a serial; the term being used to designate the lowest level successive part of a serial.

Issued with A designation used for a resource as arranged and issued by a publisher together with one or more other, different resources (generally with separate title pages and separate pagination). (*See also* Bound with.)

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.

Journal A term frequently used for periodicals, particularly more learned periodicals.

²⁰ ISSN Manual. Available at <http://www.issn.org/en/node/343>

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. (*see ISSN Manual*).

Kit *see* Multimedia resource.

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) 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.

Medium Material in *any* format (films, filmstrips, slides, videorecordings, audiorecordings, CD-ROMS, DVDs, machine-readable data files, computer software, etc.) that carries and communicates information content. (*See also* Format (Electronic resource); Multimedia resource; Physical carrier.)

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 that can be read without magnification.

Microfilm cartridge *see* Cartridge.

Microfilm cassette *see* Cassette.

Microfilm reel *see* Reel.

Microfilm slip A short length of microfilm not contained on a reel.

Microform A resource with images too small to be read by the unaided human eye; intended to be magnified for use.

Microopaque A rectangular opaque card carrying a set of microphotographs in two-dimensional array.

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 that 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 resource A resource 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. (*See also* Medium.)

Multipart monographic 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.

Multipart resource A resource composed of discrete parts conceived, created, realized or arranged as a unit. A multipart resource can be a multipart monographic resource or a serial.

Music part(s) *see* Part(s) (Notated music).

Neat line A line, usually grid or graticule, that encloses the detail of a map.

Newspaper A serial issued at frequent intervals, usually daily, weekly or semiweekly, that reports events and discusses topics of general current interest.

Nonbook resources Monographic resources such as audiovisual resources, sound recordings, videorecordings, and still and moving images.

Notated music A music resource in readable form, reproduced by printing methods, by photocopying, by offset printing methods, digitalisation, etc. Notated music resources include music intended for performance, tutors, studies, exercises and facsimile editions of music manuscripts.

Notated music format The form in which the work is presented in the resource in hand (e.g. score, parts).

Numbering The identification of each of the successive issues or 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.

Older monographic resource Chiefly those resources produced prior to the introduction of machine printing in the nineteenth century and include those published for the market as well as those printed in few, or even single copies, for private or limited distribution. The ISBD may also be used to prepare descriptions for later resources 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.

Output medium *see* Medium.

Parallel element A statement of an element in a language and/or script different from the first statement given; e.g. Parallel edition statement, Parallel other title information, Parallel statement of responsibility, Parallel title.

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 an individual work in a resource with no collective title.

Part designation Numbering following the common title, that alone or in conjunction with a part title serves to distinguish one part from another part of a multipart resource.

Part(s) (Notated music) Music printed for one or more of the performers in an ensemble.

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; Medium.)

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”.

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. **For older monographic resources**, plates are always leaves that are printed with some technique other than letterpress. Plates may include leaves that contain no printing other than engraved 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 notated 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 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.

Preferred source of information *see* Sources of information.

Preliminaries The title page(s) (or the title-page substitute) together with the verso of the title page(s) (or the title-page substitute) and any pages preceding the title page(s) (or the title-page substitute).

Prescribed punctuation Punctuation supplied by the cataloguing 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 *see* Sources of information.

Print An etching, engraving, lithograph, etc., in a limited artist's edition. Alternatively, the specific name of the process is used.

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 resource) 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 and technical aspects of a particular production.

Producer (Sound recording) 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 company (Sound recording) (1) The company responsible for the fixing of the sound at a recording session. (2) 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 notated music resources, intended to identify that resource and facilitate ordering and distribution. The name of a publisher may be included.

Quire *see* Gathering.

Realization (Audiovisual resource) The mounting, staging or otherwise bringing into existence of a work by performance.

Record To make a description from information derived or obtained from a resource rather than copying the exact textual information.

Recording company (Sound recording) *see* Production company (Sound recording).

Reel A flanged circular holder with a hole running from end to end onto which a roll of film or magnetic tape is wound, and used for recording microreproductions of text and/or images (i.e. microfilm reel), or for playing sound (i.e. sound reel), motion pictures (i.e. film reel) or video (i.e. videoreel). Usually designed to be inserted into a display or play-back device.

Reissue (Audiovisual resources, sound recordings, videorecordings, and still and moving images) 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 “re-release”.

Remote access A method of accessing electronic resources stored on a server and accessed through a computer network.

Reprint (1) a new edition reproducing the text of an earlier one as exactly as possible; (2) a new impression made, or derived from, the same master as an earlier one.

Resolution (Electronic resource) 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 millimetre. 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. (*See also* Resource itself, Whole resource.)

Resource itself The entity that contains the intellectual and/or artistic content of the resource, including when applicable the physical carrier and its permanently affixed labels with which the resource was produced and/or issued. (*See also* Resource, Whole resource.)

Scale (Cartographic resource) The ratio of distances on the resource to the actual distances they represent.

Score Notated music 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 notated music in this form.

Section (Continuing resource) 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 (subsections).

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 resource within the series).

Sheet As used in the physical description area, a single piece of paper other than a broadsheet with printed matter on one or both sides.

Sheet (Older monographic resource) A piece of paper or other material manufactured in a size to cover the type-forme of the printing press.

Signature (Older monographic resource) 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 *see* Cartridge.

Sound cassette *see* Cassette.

Sound disc (1) A disc of plastic or other material on which sound vibrations are registered. (2) An optical disc on which sound is digitally encoded on a metallic surface protected by plastic polycarbonate.

Sound recording A recording of sound, unaccompanied by visual images.

Sound reel *see* Reel.

Sources of information The source or sources from which information is taken for the bibliographic description. These sources are prescribed in a preferred order.

Prescribed source The source or sources from which information is taken for entry of each element or area of the bibliographic description.

Preferred source The order in which the source or sources are selected for the description from among the various possibilities for sources.

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.

Sponsoring body A corporate body with intellectual and not merely financial sponsorship may be included in the description.

State (Older monographic resource) 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.)

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 or pictures, 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 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 one text begins at the “front” and another text 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. (*See also* Colophon.)

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). (*See also* 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.

Transcribe To make a description copying the exact textual information for the area being described as found on the resource, except for punctuation or capitalization.

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.

Type-forme (Older monographic resource) The combination of type-pages, arranged and locked in a frame, used to print on one side of a sheet.

Type-page (Older monographic resource) The arrangement of movable type in the shape used to print a page on a sheet.

Updating looseleaf An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed and/or substituted.

Variant copy 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 therefore 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 *see* Cartridge.

Videocassette *see* Cassette.

Videodisc A laser- or stylus-readable random-access circular disc that contains both audio and video signals recorded in an analog form (e.g. laserdisc format) or a digital form (Digital Video Disc or DVD format) that can be played on a television set or a computer.

Videorecording A recording of visual images, usually in motion and with sound accompaniment, designed for playback via a television receiver.

Vidoreel *see* Reel.

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 Notated music 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.

Whole resource The entity that includes the resource itself, its container, documentation and accompanying material as it was produced and/or issued as a unit and that forms the basis of a single bibliographic description. (*See also* Resource, Resource itself.)

INDEX

- Abbreviations 0.6, Appendix D
 in Edition statements 2.1.2
 in Physical descriptions Appendix D
 in Publishers' names 4.2.7
 in Qualification to identifier 8.4.1
 in Series or subseries numbering 6.6.1
 in Statement of projection 3.1.2.2
 in Title 0.2.5.1.1
see also Acronyms and initialisms
- Abridgements 0.6
 in Resources with no title proper 1.1.5.4
 in Other title information 1.4.4.2
 in Statement of responsibility 1.5.5.3
 in Title proper 1.1.5.1
- Absorption notes 7.2.4.7.4
- Accompanying material statement 5.4
 in Multi-level description Appendix A
- Acronyms and initialisms 0.6.5
 in Other title information 1.1.4.1.1, 1.4.3
 in Statement of responsibility 1.5.5.1,
 1.5.5.4
 in Title proper 0.2.5.1.2, 0.2.5.1.6, 1.1.3.3,
 1.4.3, 7.1.1.4
see also Abbreviations
- Alternative title 1.1.3.4
- Atlases 5
- Audience notes
see Use/audience notes
- Author statement
see Statement of responsibility
- Availability, Terms of
see Terms of availability
- Bi-directional records Appendix B
- Bibliographic history
 notes on 7.2
- Bibliographic records
 single or multiple 0.2.1, 0.2.2
- Bibliographies, notes on 7.7
- Binding notes 7.8.2
- Bound with 7.11
- Capitalization 0.7
 other title information 1.4.4.2
 parallel title 1.3.5.1
 series or subseries title 6.1.3
 title proper 1.1.5.1
- Changes to edition statement
see Edition statement—changes to
- Changes to name of publisher, producer and/or
 distributor
see Publisher, producer and/or distributor—
 change of
- Changes to statement of responsibility
see Statement of responsibility—changes
- Changes to title proper
see Title proper—changes
- Chronological designation
see Numbering data
- Collation (Older monographic resources) 5.3,
 7.5
see also Physical description area
- Collective title 1.1.4.3
 collective title proper lacking 1.1.4.4
 edition statement 2.1.4.2
- Colour specifications 5.2.4
- Common title 1.1.3.7, 6, 6.1.5
 transcription 1.1.5.3
- Container 5.3.1.1.1, 5.3.1.3
- Contents notes 7.7
- Continuation notes 7.2.4.7.1
- Contractions 0.6.6
- Coordinates statement 3.1.3
- Copy notes 7.11
- Copyright dates 4.4.6, 4.4.7
- Date of printing, manufacture or engraving
 4.4.7
- Date of publication, production and/or
 distribution 4.4
- Dependent title 1.1.3.7, 1.1.4.6, 1.1.7, 6.1.5
 transcription 1.1.5.3
- Description
 basis of 0.4.1
 changes requiring a new description 0.2.4,
 1.1.7, 1.5.6
 changes not requiring a new description
 0.2.5
- Dimensions of resource 5.3
- Direct-access electronic resource 7.0.3
 dimensions 5.3.1.1.2
- Distribution
see Publication, production, distribution, etc.,
 area
- Distributor 4.2.5, 4.3
 statement of function 4.3
- Edition area 2
 notes 7.2

- Edition statement 2.1
 additional edition statement 2.4
 changes to 0.2.4.2.2, 2.1.5
 in Series or subseries 6.3.3
 notes 7.2
 parallel edition statement 2.2
 statement of responsibility 2.3, 2.5
 supplied statement 2.1.3
 transcription 2.1.2
- Editions, Different
 notes on 7.2.4.3
- Electronic resources
 see Direct-access electronic resources
 Remote-access electronic resources
- Engraver
 see Printer, manufacturer or engraver
- Examples 0.8
- Extent of resource 5.1
- Facsimile
 publication, production, distribution, etc. 4
 notes 7.2.4.2
 numbering 3.3.10
- File name 1.1.1, 1.1.6
 notes 7.10.1
- Filmstrip specifications 5.1.3, 5.2.7
- Fingerprint 8.1.5
- Frequency statement 7.0.2
- General material designation 1.2
- Generic title 0.2.4.2.1, 1.1.3.1
- Genre notes 7.1.2.1
- Illustration statement 5.2.3
- Imperfections 0.11
- Imprint
 see Publication, production, distribution, etc.,
 area
- Inaccuracies 0.9
 in Dates 4.4.5
 in name of publisher, producer and/or
 distributor 4.2.10
- Initialisms
 see Acronyms and initialisms
- Inserts/insets
 changes to titles 1.1.7
 notes 7.2.4.4
- International Standard Book Number
 see ISBN
- International Standard Serial Number
 see ISSN
- ISBN 8
- ISSN 8
 in Series and subseries 6.5
 notes 7.2.4
- Issued with 7.2.4
- Key title 8.2
- Language of the description 0.5
 in bi-directional records Appendix B
- Languages, Multiple 0.3.2.9
- Letters in titles 0.2.5.1.6, 1.1.3.5
- Logo
 in Title proper 1.1.3.3
- Looseleaf resource 4.4.10.1, 5.1.2, 8.4.1
- Major changes to title proper
 see Title proper—changes
- Manufacturer
 see Printer, manufacturer or engraver
- Material or type of resource specific area 3
 notes 7.3
- Mathematical data (Cartographic resources) 3.1
 notes 7.3.2
- Merger notes 7.2.4.7.2
- Microform specifications 5.1.7, 5.2.5
- Minor changes to title proper
 see Title proper—changes
- Misprints 0.9
- Misspelled words 0.9
- Mode of access note 7.0.4
- Multilevel description 5.4.4, Appendix A
- Multiple languages
 see Languages, Multiple
- Multiple scripts
 see Scripts, Multiple
- Music format statement (Notated music) 3.2
- Name of printer, manufacturer or engraver
 see Printer, manufacturer or engraver
- Name of publisher, producer and/or distributor
 see Publisher, producer and/or distributor
- Note area 7
- Numbering data 3.3
 lack of 3.3.11
 notes 7.3.3
 in Series and subseries 6.6
 recording 3.3.1
- Numbers in titles 1.1.3.5
- Other physical details 5.2
- Other title information 1.4.
 changes 1.4.4.9
 in Common and dependent titles 1.4.4.6
 in Series and subseries 6.3
 notes 7.1.3
 transcription 1.4.4

- Pagination statement 5.1.4
- Parallel edition statement
see Edition statement—parallel edition statement
- Parallel other title information 1.4.4.7
- Parallel title 1.3
 changes 1.3.5.6
 in Series and subseries 6.2
 notes 7.1.3
 transcription 1.3.5
- Physical description area 5
 notes 7.5
- Place of printing, manufacture or engraving 4.5
- Place of publication, production and/or distribution 4.1
 change of 4.1.17
- Preferred order of sources of information 0.4.3
- Prescribed punctuation 0.3.1
- Prescribed sources of information 0.4.3
- Printing, manufacture or engraving
 date of
see Date of printing, manufacture or engraving
 place of
see Place of printing, manufacture or engraving
- Printer, manufacturer or engraver 4.6
- Privilege dates 4.4.7
- Production
see Publication, production, distribution, etc., area
- Projection statement 3.1.2
- Publication, production and/or distribution date
see Date of publication, production and/or distribution
- Publication, production, distribution, etc., area 4
 notes 7.4
- Publisher, producer and/or distributor 4.2
 change of 4.2.15
- Punctuation 0.3.2
- Purpose 0.1.2
- Qualification 8.4
 to Resource identifiers 8.4.1
- Relationships to other continuing resources
 notes on 7.2.4
- Remote-access electronic resource 5
 extent 5.1
 notes 7.0.4
 other physical details 5.2.4.2, 5.2.6.3
- Reproduction 4
 notes 7.2
- Resource identifier and terms of availability area 8
 notes 7.8
- Romanisation
see Transliterated title
- Scale statement 3.1.1
- Scope 0.1.1
- Script of the description 0.5
 in bi-directional records Appendix B
- Scripts, Multiple 0.3.2.9
- Section title 1.1.4.6.1, 1.1.5.3
 changes 1.1.7
- Separation notes 7.2.4.7.3
- Series area 6
 notes 7.6
 numbering 6.6
 other title information 6.3
 parallel title 6.2
 statement of responsibility 6.4
 title 6.1
- Sound specifications 5.2.7
- Sources of information 0.4
- Specific material designation 5.1, Appendix C
- Split or separation notes 7.2.4.7.3
- Standard numbers 8
 notes on 7.8
- Statement of responsibility 1.5
 abbreviated 1.5.5.1
 changes 1.5.6
 form 1.5.3
 in Additional edition statement 2.5
 in Common and dependent title 1.5.5.12
 in Edition statement 2.3
 in Other title information 1.4.2
 in Resources without a title proper 1.5.5.11
 in Series or subseries 6.4
 in Title proper 1.1.3.6
 notes 7.1.4
 parallel statement of responsibility 1.5.5.10
 transcription 1.5.5
- Subseries 6
 changes to titles 1.1.7
 designation not described as dependent 1.1.5.3
 notes 7.2.4.7.5, 7.2.4.7.6
- Summary note 7.10.2
- Supplements 1.1.4.6
 changes to title 1.1.7
 notes 7.2

- Symbols 0.10
- System requirements note 7.0.3
- Technical specifications 7.0.3
- Terms of availability 8.3
 - notes 7.8
- Title
 - see* Alternative title
 - Collective title
 - Common title
 - Dependent title
 - Generic title
 - Key title
 - Parallel title
 - Section title
 - Title proper
 - Transliterated title
 - Variant title
- Title and statement of responsibility area 1
 - notes 7.1
- Title page 0.4.2
 - more than one 0.4.2.1
 - substitute 0.4.2.1
- Title proper 1.1
 - changes 0.2.4, 0.2.5, 1.1.7
 - notes 7.1.1.6
 - choice 1.1.4
 - form of 1.1.3
 - in Series and subseries 6.1
 - notes 7.1.1
 - numbering 1.1.3.5
 - transcription 1.1.5
 - variations 1.1.6
- Translation note 7.2.4.1
- Transliterated title 0.5
 - notes 7.1.1.3
- Treatment of resources 0.2
- Type of resource specific area
 - see* Material or type of resource specific area
- Typographical errors 0.9
- Use/audience notes 7.10.3
- Variant title 1.1.6
 - notes 7.1.1.3
- Versions 2.1.1