

**INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND INSTITUTIONS**

**ISBD(CR):  
International Standard Bibliographic Description  
for Serials and Other Continuing Resources**

**Revised from the ISBD(S):  
International Standard Bibliographic Description for Serials**

**2002 Revision**

**Recommended by the ISBD(S) Working Group  
Approved by the Standing Committees of the IFLA Section on Cataloguing  
and the IFLA Section on Serial Publications  
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## INTRODUCTION

### **Introduction to the ISBD(CR)**

What an exciting and stimulating challenge it was to undertake the revision of the IFLA ISBD(S) standard. It was certainly time to update the existing standard that dated from 1988 given the tremendous advances in the electronic production and dissemination of serial publications. Revising the standard to take into account the description of a growing number of non-traditional publications such as web resources was a daunting task in itself. However, since several standards for describing serial publications were also undergoing revision at the same time due to the need to accommodate electronic resources, the moment seemed opportune to work with these other standards communities and try to develop a harmonized serial descriptive standard. And to a great extent, this objective was achieved. What an historic occasion. The ISBD(S), the ISSN Network and the AACR community worked closely together to harmonize the various differences that existed in the three standards and to add new, agreed-upon features to the standards.

Right from the first meeting of the ISBD(S) Working Group in Amsterdam during the annual IFLA conference in 1998, the objective was clear: revise the ISBD(S) standard to take account of new developments in serial publications while at the same time, harmonize the changes with the ISSN and AACR communities. The objectives were very ambitious, and the work of revision took over three years to complete.

It is important to note the major changes made to the ISBD(S) standard, changes that are quite revolutionary in nature. The scope of the standard was expanded to include continuing resources of all kinds, not only serial types of publications but also publications that are integrating in nature, such as web sites. As a result, the name of the standard was changed to International Standard Bibliographic Description for Serials and Other Continuing Resources or ISBD(CR). Another change to mention is the revised list of instructions for when to determine whether a serial title change has occurred. Serial cataloguers and users know how difficult it is to control bibliographically various title changes for the same publication. We sincerely hope that the revised instructions will be easier to apply, and will also reduce the number of title changes that will be required. In addition, both the ISSN and the AACR communities have agreed on this list of instructions with the result that cataloguers and users will not be faced with different practices for describing the same serial title. As with all IFLA standards, the international aspect of the new ISBD(CR) has been enhanced to include many examples from various countries.

The new ISBD(CR) has also been made consistent with the "optionality" features described in IFLA's Functional Requirements for Bibliographic Records (FRBR). Inclusion of a data element is considered "mandatory" in all cases for certain data elements, and in other cases is considered "mandatory" when necessary for identification of the publication being described or otherwise considered important to users of a bibliography or a catalogue. To facilitate the application of the practices stipulated, ISBD(CR), like all the ISBDs, designates particular data elements as optional, i.e. a cataloguing agency is free to choose to include or exclude these elements. In ISBD(CR), a review of the Outline provided at paragraph 0.3 will reveal which data elements are optional. In no case is a data element mandatory in FRBR but optional in ISBD(CR).

The members of the IFLA ISBD(S) Working Group represented 14 countries. In addition, draft versions of the standard were circulated around the world through IFLANET for comment from anyone who was interested. And many comments came in. The working group members were dedicated to the task of commenting on and approving the various revisions to the text.

I wish to sincerely thank all the members of the working group whether they were members, resource persons or corresponding members. Everyone worked very hard, tough negotiations took place, but consensus was always reached in a very gracious manner.

I must mention in particular the work of a few individuals who went beyond the call of duty. First, the editor of the text was Edward Swanson who from the beginning kept the master copy of the text and made sure that all the comments and changes were noted and incorporated. Being an editor requires many skills and much patience and Edward met the challenge. I would like to recognize the contribution of John Byrum, the chair of the ISBD Review Group, who provided wise counsel on the IFLA ISBD revision process. And finally I would like to express my appreciation to Margaret Stewart and Denise Lim of the National Library of Canada who read and re-read the text and made many useful suggestions for improvement.

On a sad note, I would like to mention the excellent work done by Zlata Dimec before she passed away in February 2002. Zlata was known for asking probing questions and she kept all of us on the right track in making sure that the standard met the needs of all users in the world. Her professionalism and personal qualities as a friend and colleague in the IFLA community will be dearly missed.

In addition to the working group members, I would also like to note the excellent work done by Jim Cole from Iowa State University in reviewing with a fresh and expert eye a final draft of the text. In spite of constant review by the working group members, there were several anomalies in the text that Jim caught and corrected.

The new ISBD(CR) standard will fit within the family of the ISBDs, and is consistent with the revised ISBD(M) and the provisions of the Functional Requirements for Bibliographic Records. I wish to thank the members of the ISBD Review Group, in particular, Dorothy McGarry, for ensuring that the text of ISBD(CR) remained compatible with the revised ISBD(M).

International work in standardization requires not only the dedication and voluntary time of the working group members; it also requires funding to support meetings of the group. The IFLA Section on Cataloguing and the Division of Bibliographic Control both supported this work as well as provided funds to ensure that all members of the working group, no matter where they came from in the world, would be able to attend meetings. I would also like to express my gratitude to the U.S. National Commission on Libraries and Information Science for providing financial support to the work of the group. In particular, NCLIS funding allowed for a meeting of serials experts to take place in Washington D.C. in November 2000. At this two-day meeting, representatives of the ISBD(CR), ISSN and AACR communities met to resolve the outstanding differences in the three sets of rules for describing serial publications. There was excellent cooperation, and I wish to thank Ann Huthwaite, the Chair of the Joint Steering Committee for AACR, and Françoise Pellé, Director of the ISSN Network, for their constant commitment to harmonizing the standards. All users will benefit from this effort.

My final message: Harmonization in standards work is a desirable objective; the dialogue among the various international standards communities must continue!

This latest edition of the ISBD(S), and first to be known as ISBD(CR), has been approved by the IFLA Sections on Cataloguing and on Serial Publications.

Ingrid Parent  
Chair, ISBD(S) Working Group  
May 2002

## **INTRODUCTION to the ISBD(S): International Standard Bibliographic Description for Serials. Revised edition. 1988**

International Standard Bibliographic Description arose out of a resolution of the International Meeting of Cataloguing Experts, organized by the IFLA Committee on Cataloguing at Copenhagen in 1969, that a standardization of the form and content of bibliographic description be established.<sup>1</sup> The International Standard Bibliographic Description for Monographic Publications was the first of the ISBDs created pursuant to the mandate of 1969. The first text of the ISBD(M) was published in 1971 as a set of recommendations. Meanwhile serial publications were being addressed by a project of the IFLA Section on Serial Publications to seek a common basis for the cataloguing of serials. A Joint Working Group charged with drafting an ISBD for serials was set up by the IFLA Committees on Cataloguing and Serial Publications in 1971. In 1974 the first published ISBD(S) appeared as the recommendations of the Joint Working Group. Work on these recommendations had taken some account of the International Serials Data System (ISDS) and its *Guidelines for ISDS* (1973), which were developed for use in national serials data centres that constitute an international network for the registration and control of serial publications. The application of the recommendations for an ISBD(S) resulted in comments pointing to further work, with more attention to ISDS, and a Revision Meeting for ISBD(S) met in Paris in 1975.

In August 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, and the ISBD(G), was published in 1977. Work on the ISBD(S) took into account this development and when the "first standard edition" of the ISBD(S) was published in 1977, it conformed to the structure of the ISBD(G) and was fully compatible with its requirements.

In August 1977, at meetings held during the IFLA World Congress, Brussels, the Standing Committee of the IFLA Section on Cataloguing made important new decisions in relation to IFLA's programme of ISBDs. It was agreed that all ISBD texts would be fixed to a life of five years, after which revision would be considered for all the texts, or for particular texts. Consequent on this decision, an ISBD Review Committee was formed by IFLA and met in London 10-11 August 1981. Plans were made to review and revise as necessary the four ISBDs: ISBD(CM), ISBD(NBM), ISBD(S) (all first published in 1977), and ISBD(M) (latest edition published in 1978). A working group was appointed for each ISBD, with the chairman in each case selected from the membership of the ISBD Review Committee. Several years of experience with these four ISBDs had shown that they are widely consulted (as when used as standard source documents for the production of cataloguing codes) and are also widely applied (as in the case of countries without national cataloguing codes). This practical experience with the texts provided many valuable ideas for their further improvement, and the following major actions were identified as necessary:

- 1) clarify wording and achieve consistency of definitions and stipulations;
- 2) make the ISBDs hospitable to non-roman scripts;
- 3) review the use of the equals sign;
- 4) include more and better examples;
- 5) consider the comments especially from IASA and IAML on (NBM).

The need for action relating to consistency arose from the fact that the separately produced texts needed particularly to be harmonized for wording, inclusion of stipulations, etc., with specifications made identical in the four texts, insofar as the characteristics of the four different categories of material would allow.

When it became clear that the harmonization mentioned above would entail most of the work, the IFLA International Office for UBC produced an editorial document to guide the task of harmonization. A second meeting of the ISBD Review Committee was held, also in London, on 19-21 January 1983, and the first revised drafts were mailed soon thereafter, with a review period held 31 July 1983-31 January 1984. Comments were received from individuals and institutions worldwide, providing many helpful points for the working groups to consider as they continued to work on the necessary revisions.

The chairmen of the working groups produced a second draft of the four revised texts taking all suggestions and comments into account, and a third draft was subsequently produced by staff at the Library of Congress on the basis of a harmonizing comparison of the four texts. This third draft was resubmitted to the chairmen who reviewed it, made necessary emendations and pointed to unresolved problems. In a final exercise, in consultation with the four chairmen and with Barbara Jover (UBC Programme Officer), all problems were resolved and a final text was produced. All of the work from the point of the first drafts onward entailed more time and more work than was anticipated by the schedules formulated in 1981 and 1983. Acknowledgement must be given to all who commented on drafts or who served in any other way as informal consultants. For the work done for all texts, to ensure that decision making was coordinated and that decisions made were implemented accurately, special thanks are due also both to Barbara Jover and to staff at the Library of Congress.

The ISBD(S) includes an index and three appendices. The first appendix offers a generally standardized prescription for the special technique of multi-level description. The second appendix carries out a measure of the thrust mentioned above to satisfy users working with oriental publications: it provides a brief sketch of the way in which data should be transcribed when partly in a script reading from right to left and partly in a script reading from left to right. A final appendix conveys the examples formulated to offer an illustration of the result of applying ISBD stipulations in all areas of a record.

The revised ISBD(S) effectively carries out a major thrust of the revision process, i.e., compatibility not only with the other ISBD texts but also with the revision of the *Guidelines for ISDS*, published in 1983 as the *ISDS Manual*. (A resolution of the ISDS Governing Board at the ISDS General Assembly, Paris, 1982, had called for compatibility between the ISBD(S) and the *ISDS Manual*.)

This new edition of the ISBD(S) has been approved by the IFLA Sections on Cataloguing and on Serial Publications.

Washington, D.C. and Budapest  
February 1987

Lucia J. Rather, Chairman,  
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## **0 PRELIMINARY NOTES**

### **0.1 Scope, purpose and use**

#### **0.1.1 Scope**

The International Standard Bibliographic Description for Serials and Other Continuing Resources—referred to hereinafter as the ISBD(CR)—specifies the requirements for the description and identification of such bibliographic resources, assigns an order to the elements of the description, and specifies a system of punctuation for the description. Its provisions relate first to the bibliographic records produced by national bibliographic agencies and second to bibliographic records of other cataloguing agencies, whether in electronic or printed form.

Continuing resources consist of bibliographic resources that are issued over time with no predetermined conclusion. These continuing resources include serials and ongoing integrating resources. While serials are issued in a succession of discrete issues or parts, integrating resources are added to or changed by means of updates that do not remain discrete and are integrated into the whole. For cataloguing purposes, continuing resources are treated in the ISBD(CR) in two ways depending on the mode of issuance.

Also catalogued using the rules for continuing resources are those bibliographic 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). Likewise, reprints of a serial and finite integrating resources (such as a Web site for a political campaign) are catalogued using the rules for continuing resources.

ISBD(CR) is one of several published ISBDs; the others cover monographic publications (ISBD(M)), pre-1801 monographs (ISBD(A)), printed music (ISBD(PM)), cartographic materials (ISBD(CM)), non-book materials (ISBD(NBM)), and electronic resources (ISBD(ER)). All the ISBDs are based on the general ISBD (ISBD(G)) (see the comparative outline at 0.3).

Each ISBD is intended to embody a coherent set of provisions for its own type of bibliographic resource, but there has been no attempt to make any ISBD exclusive. Users will, on occasion, need to refer to several ISBDs when the bibliographic resource being described exhibits the characteristics described in other ISBDs. For example, serials in special categories of material will be described according to ISBD(CR) except for element 1.2, General material designation, and area 5, Physical description, and, in some cases, parts of area 3, Material (or type of publication) specific area. The rules for this element and these areas are given in the monographic ISBDs: ISBD(NBM), ISBD(CM), etc. Certain types of continuing resources will be described by the combination of several ISBDs; for instance, in the case of a serial map, areas 3 from the ISBD(CM) and ISBD(CR) will be combined.

#### **0.1.2 Purpose**

The primary purpose of the ISBDs is to provide the stipulations for compatible descriptive cataloguing worldwide in order to aid the international exchange of bibliographic records between national bibliographic agencies and throughout the international library and information community. By specifying the elements that comprise a bibliographic description and by prescribing the order in which those elements should be presented and the punctuation by which they should be separated, the ISBDs aim to (a) 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; (b) 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; and (c) assist in the conversion of bibliographic records to electronic form.

### **0.1.3      Use**

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

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

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

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

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.

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

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 of continuing resources, and are not provided in ISBD(CR). They may be indispensable, however, in catalogues and bibliographies.

#### **0.1.3.1 Relationship between ISBD(CR) and ISSN**

The ISSN record differs from the ISBD(CR) record in that it is designed to identify a continuing resource, not describe it, and the most important elements for this purpose are a constructed key title used in conjunction with an ISSN, the International Standard Serial Number (see definitions at 0.2). There is a measure of compatibility between the elements of the ISBD(CR) record and those of an ISSN record. A list of the most important ISBD(CR) elements showing the relationship with the elements of the ISSN record is given in 0.3.3.

It is suggested that for many libraries and for some library functions a short and authoritative record for a continuing resource can be obtained from the ISSN Register.

## **0.2      Definitions**

Definitions are given for those terms used in the ISBD(CR) in a special sense, or in one of several senses in general use. Some terms used in the normal bibliographic sense are also defined.

<b>Absorption</b>	The incorporation of one or more continuing resources into another continuing resource, with the absorbed continuing resources typically losing their separate identities.
<b>Accompanying material</b>	Any material issued with the main part(s) of the bibliographic resource being described, and intended to be used with it. (See also Insert/Inset.)
<b>Accompanying material statement</b>	A brief description of accompanying material.
<b>Acronym</b>	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.)
<b>Alternative title</b>	The second part of a title proper that consists of two parts (each of which has the form of a title), joined by the word "or" or its equivalent in another language.
<b>Analytical title page</b>	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.
<b>Area</b>	A major section of the bibliographic description, comprising data of a particular category or set of categories.
<b>Avant-titre</b>	Other title information introducing the title proper, and occurring above the bibliographic resource's title proper on the title page or title-page substitute.
<b>Bibliographic description</b>	A set of bibliographic data recording and identifying a bibliographic resource.
<b>Bibliographic resource</b>	An expression or manifestation of a work or an item that forms the basis for bibliographic description. A bibliographic resource may be in any medium or combination of media and may be tangible or intangible.
<b>Caption title</b>	A title of a bibliographic resource given at the beginning of the first page of the text.
<b>Colophon</b>	A statement usually at the end of a bibliographic resource giving information about its publication or printing, and in some cases, other bibliographic information, including the title.
<b>Common title</b>	That part of the title that is carried by a group of related bibliographic 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 bibliographic resource. The common title may also be common to a main bibliographic resource and its supplement(s) or insert(s)/inset(s) and to a main series and its sub-series when the supplement(s), insert(s)/insets(s), or sub-series has (have) dependent title(s).

<b>Continuing resource</b>	A bibliographic resource that is issued over time with no predetermined conclusion. Continuing resources include serials and ongoing integrating resources.
<b>Corporate body</b>	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. <sup>2</sup> Typical examples of corporate bodies are associations, institutions, business firms, nonprofit enterprises, governments, government agencies, religious bodies, and conferences. (See also Issuing body.)
<b>Cover</b>	The outer covering of a bibliographic resource, of whatever material.
<b>Cover title</b>	A title printed on the (original) front cover of a bibliographic resource.
<b>Dependent title</b>	A title that by itself is insufficient to identify a bibliographic resource and that requires the addition of the common title. Examples are section titles, some supplement or insert/inset titles, and some titles of sub-series.
<b>Dependent title designation</b>	Numbering that alone or in conjunction with a dependent title serves to distinguish one of two or more related continuing resources having a common title. (See also Section designation, Sub-series designation.)
<b>Edition</b>	All copies of a bibliographic resource produced from substantially the same original input and issued by the same agency or group of agencies or a person, whether by direct contact or by photographic or other methods. (See also Facsimile reprint.)
<b>Edition statement</b>	A word or phrase, or a group of characters, indicating that a bibliographic resource belongs to an edition.
<b>Element</b>	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.
<b>Facsimile reprint</b>	A bibliographic resource in which the main text is reproduced exactly from an earlier edition.
<b>Former title</b>	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.
<b>Frequency</b>	(1) The intervals at which a serial is issued, such as daily, weekly, monthly, annually. (2) The intervals at which updates of integrating resources are issued.
<b>General material designation</b>	A term indicating, broadly, the class of material to which a bibliographic resource belongs.
<b>Generic term</b>	A general term indicating the kind and/or periodicity of a bibliographic resource. Terms such as Abhandlungen, annales, annual report, bulletin, cahiers, compte rendu des séances, circular letter, journal, newsletter,

	occasional paper, proceedings, report, transactions, etc., and their equivalents in other languages, are considered to be generic terms.
<b>Illustration</b>	A diagrammatic, pictorial, or other graphic representation occurring within a bibliographic resource.
<b>Independent title</b>	A title that by itself is sufficient to identify a bibliographic resource.
<b>Initialism</b>	The initial letters of the name of an organization or other entity or of any group of words. (See also Acronym.)
<b>Insert/Inset</b>	A bibliographic 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.)
<b>Integrating resource</b>	A bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Integrating resources can be finite or continuing. Examples of integrating resources include updating loose-leafs and updating Web sites.
<b>ISBN (International Standard Book Number)</b>	A ten-digit number including a check digit and preceded by the alphabetic prefix <i>ISBN</i> . The ISBN identifies an edition of a work issued by one specific publisher and is unique to that edition. It is assigned by the national ISBN agency and is based on ISO standard ISO 2108.
<b>ISSN (International Standard Serial Number)</b>	An eight-digit number including a check digit and preceded by the alphabetic prefix <i>ISSN</i> . The ISSN together with the key title uniquely identifies a particular serial or integrating resource (see <i>ISSN Manual</i> ). It is assigned by the ISSN Network and is based on ISO standard ISO 3297.
<b>ISSN Network</b>	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).
<b>Issue</b>	1) One of the successive parts of a serial; the term being used to designate the lowest level successive part of a serial. 2) A new version of a bibliographic resource made from the original image. The version may reproduce the original exactly (commonly called an impression) or may contain more or less slight but well-defined variations (commonly called an issue). (See also Reprint.)
<b>Issuing body</b>	A corporate body under whose auspices a bibliographic resource may be published. The body may or may not be intellectually responsible for the bibliographic resource, and may or may not be the publisher.
<b>Iteration</b>	An instance of an integrating resource, either as first published or after it has been updated.
<b>Journal</b>	A term frequently used for periodicals, particularly more learned periodicals.
<b>Key title</b>	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

	<p>title proper; or, in order to achieve uniqueness, it can be constructed by the addition of identifying and/or qualifying elements such as name of issuing body, place of publication, edition statement, etc. (see <i>ISSN Manual</i>).</p>
<b>Logo</b>	A single piece of type or single plate faced with a term (such as the name of a newspaper, company, organization, etc.) often designed in a stylized or decorative form.
<b>Loose-leaf</b>	see Updating loose-leaf.
<b>Main series</b>	A numbered series that contains one or more sub-series.
<b>Masthead</b>	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.
<b>Merger</b>	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.
<b>Monographic publication</b>	A publication that is complete in one part, or intended to be completed within a finite number of parts.
<b>Multi-level description</b>	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 bibliographic resource. The second and subsequent levels contain information relating to parts, sections, sub-series, etc.
<b>Newspaper</b>	A serial issued at stated and frequent intervals, usually daily, weekly or semiweekly and that reports events and discusses topics of general current interest.
<b>Numbering</b>	The identification of each of the successive issues or parts of a continuing resource. It 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.
<b>Ongoing resource</b>	see Continuing resource.
<b>Other title information</b>	A word or phrase, or a group of characters, appearing in conjunction with, and subordinate to, the title proper of the bibliographic 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 bibliographic resource, titles in series/sub-series statements). Other title information qualifies, explains, or completes the title to which it applies, or is indicative of the character, contents, etc., of the bibliographic resource or the works contained in it, or is indicative of the motive for, or the occasion of, the bibliographic 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) found in the bibliographic resource but not on the prescribed source of information.

<b>Parallel title</b>	A title proper in another language and/or script presented as an equivalent of the title proper. Parallel titles also occur in conjunction with the titles proper in series/sub-series statements.
<b>Periodical</b>	A type of serial, published at regular intervals, more frequently than annually and normally containing separate articles.
<b>Preliminaries</b>	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).
<b>Prescribed punctuation</b>	Punctuation supplied by the bibliographic agency to precede or enclose the information given in each element (except the first element of area 1) or area of the bibliographic description.
<b>Prescribed source of information</b>	The source or sources from which information is taken for entry of each element or area of the bibliographic description.
<b>Publication</b>	see Bibliographic resource.
<b>Reprint</b>	1. A new version of a bibliographic resource made from the original image. The version may reproduce the original exactly (commonly called an impression) or may contain more or less slight but well-defined variations (commonly called an issue). 2. A new edition with substantially unchanged text. (See also Edition, Facsimile reprint, Issue.)
<b>Section</b>	One part of a group of related bibliographic resources having a common title. The section is normally devoted to a specific subject category and is identified by the common title of the group and a section title and/or a section designation. There can be two or more hierarchical levels of sections (sub-sections).
<b>Section designation</b>	Numbering following the common title, that alone or in conjunction with a section title serves to distinguish one part of a group of related bibliographic resources having a common title. (See also Sub-series designation.)
<b>Section title</b>	The title specific to a section that serves to distinguish one part of a group of related bibliographic resources having a common title. The section title is dependent on the common title for identification of a resource whether distinctive or not.
<b>Serial</b>	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.
<b>Series</b>	1. A group of separate bibliographic resources related to one another by the fact that each bibliographic 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 bibliographic 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.

<b>Series statement</b>	The main elements identifying a series, including any numbering of the separate bibliographic resources within the series. (See also Sub-series statement.)
<b>Specific material designation</b>	The term indicating the specific class of material to which the bibliographic resource belongs.
<b>Split</b>	The division of a continuing resource into two or more new and separate continuing resources.
<b>Statement of responsibility</b>	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 bibliographic resource, titles in series/sub-series statements) or in conjunction with edition statements.
<b>Sub-series</b>	A series that appears as part of a numbered series (main series). The sub-series may or may not have a title dependent on that of the main series. (See also Common title, Dependent title.)
<b>Sub-series designation</b>	Numbering following the title of the main series, that can stand alone or in conjunction with the title of the sub-series. (See also Section designation.)
<b>Sub-series statement</b>	The main elements identifying a sub-series including any numbering of the separate bibliographic resources within the sub-series. In the case of a sub-series the title of which is dependent on the title of the main series, the sub-series statement includes both the title of the main series and the sub-series, and may include a sub-series designation. (See also Series statement.)
<b>Supplement</b>	A bibliographic resource, usually issued separately, that complements the main bibliographic 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 bibliographic resource. (See also Common title, Dependent title.)
<b>Tête-bêche</b>	A form of binding in which the text of one work begins at the “front” and the text of another at the “back”, with the texts being inverted with respect to one another.
<b>Title</b>	A word or phrase, or a group of characters, usually appearing in a bibliographic resource, that is the name of the bibliographic resource or the work (or any one of a group of individual works) contained in it. A bibliographic resource will usually contain several titles (e.g. on the title page, on the cover, or on the spine), and these titles may be identical or may differ from one another. (See also Common title, Dependent title.)
<b>Title page</b>	A page at the beginning of a bibliographic resource bearing the title proper and usually, although not necessarily, the statement of responsibility and the data relating to publication.

<b>Title-page substitute</b>	The page, portion of a page, or other component part of a bibliographic 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, colophon).
<b>Title proper</b>	The chief title of a bibliographic resource, i.e. the title of a bibliographic resource in the form in which it appears on the title page or the title-page substitute. 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 sub-series, the title proper can consist of two or more parts: the common title (or the title of the main bibliographic resource or the title of the main series), the dependent title and the dependent title designation. (See also Common title, Dependent title, Dependent title designation.)
<b>Uniform Resource Locator</b>	see URL.
<b>Updating loose-leaf</b>	An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted.
<b>URL (Uniform Resource Locator)</b>	An address system for locating an electronic resource on a computer network. A URL consists of a service identifier followed by a specified protocol that is used to obtain a desired resource (e.g. <a href="http://www.ieee.org/">http://www.ieee.org/</a> ). (See also World Wide Web site.)
<b>Web page</b>	One of the pages of a hypertext document in a World Wide Web site. Web pages, including the subset "home pages", refer to the huge collection of documents that make up the World Wide Web. (See also World Wide Web.)
<b>Web site</b>	see World Wide Web site.
<b>World Wide Web</b>	An Internet service that links documents through the use of hypertext technology. Links in the form of words, URLs, etc., serve to find and access documents stored on the Internet. (See also URL.)
<b>World Wide Web site</b>	A location, identified in the form of a URL, on the World Wide Web that stores Web pages for access and use. (See also URL.)

### **0.3 Comparative outline of the ISBD(G) and of the ISBD(CR) and ISSN**

- 0.3.1      Outline of the ISBD(G)**
- 0.3.2      Outline of the ISBD(CR)**
- 0.3.3      Comparison of the ISBD(CR) and ISSN**

#### **0.3.1      Outline of the ISBD(G)**

<i>Area</i>	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>
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*Note: Each area, other than the first, is preceded by a point, space, dash, space ( - ).*

1.	Title and statement of responsibility area	1.1 [ ] = 1.2 : 1.3 1.4 1.5 / ;	Title proper General material designation Parallel title Other title information Statements of responsibility First statement Subsequent statement
2.	Edition area	2.1 = 2.2 2.3 2.4 / ; , 2.4 2.5 / ;	Edition statement Parallel edition statement Statements of responsibility relating to the edition First statement Subsequent statement Additional edition statement Statements of responsibility following an additional edition statement First statement Subsequent statement
3.	Material (or type of publication) specific area		
4.	Publication, distribu- tion, etc., area	4.1 ; : 4.2 [ ] 4.3 , 4.4 ( 4.5 : 4.6 ,) 4.7	Place of publication, distribution, etc. First place Subsequent place Name of publisher, distributor, etc. Statement of function of distributor Date of publication, distribution, etc. Place of manufacture Name of manufacturer Date of manufacture
5.	Physical description area	5.1 : ; 5.2 + 5.3 5.4	Specific material designation and extent of item Other physical details Dimensions of item Accompanying material statement
6.	Series area  <i>Note: A series state- ment is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses.</i>	6.1 = 6.2 : 6.3 6.4 / ; , 6.5 ; 6.6	Title proper of series or sub-series Parallel title of series or sub-series Other title information of series or sub-series Statements of responsibility relating to the series or sub-series First statement Subsequent statement International Standard Serial Number of series or sub-series Numbering within series or sub-series

7.	Note area			
8.	Standard number (or alternative) and terms of availability area	=	8.1 8.2	Standard number (or alternative) Key title

:

8.3	Terms of availability and/or price	
( )	8.4	Qualification (in varying positions)

### 0.3.2 Outline of the ISBD(CR)

#### General notes on the outline of ISBD(CR)

- A. Optional elements are indicated as such. (see 0.1.3.)
- B. Elements preceded by an asterisk can be repeated when necessary.
- C. Areas 6 (Series), 7 (Note), and 8 (Standard number, etc.) can be repeated when necessary.
- D. 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.
- E. Whenever information normally associated with one area or element appears in the continuing resource linked linguistically as an integral part of another area or element, it is transcribed as such.

Area	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	Element
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*Note: Each area, other than the first, is preceded by a point, space, dash, space (.-).*

1.	Title and statement of responsibility area	1.1	Title proper
		[ ]	General material designation <i>(optional)</i>
		=	*1.3 Parallel title
		:	*1.4 Other title information
			1.5 Statements of responsibility
		/	First statement
		;	*Subsequent statement
2.	Edition area	2.1	Edition statement
		=	*2.2 Parallel edition statement <i>(optional)</i>
			2.3 Statements of responsibility relating to the edition
			2.4
		/	First statement
		;	*Subsequent statement
		,	*2.4 Additional edition statement
			2.5 Statements of responsibility following an additional edition statement
		/	First statement
		;	*Subsequent statement

3.	Material (or type of publication) specific area	3.1 3.2	Numbering *Other data unique to a particular class of library material or type of publication
4.	Publication, distribution, etc., area	4.1  ; : [ ] , ( : ,)	Place of publication and/or distribution First place *Subsequent place Name of publisher and/or distributor Statement of function of distributor Date of publication and/or distribution Place of printing or manufacture Name of printer or manufacturer Date of printing or manufacture
5.	Physical description area	5.1 : ; + :	Specific material designation and extent Other physical details Dimensions Accompanying material statement ( <i>optional</i> )
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 = *6.2 : 6.3 6.4 / ; , ; 6.5 6.6	Title proper of series or sub-series Parallel title of series or sub-series Other title information of series or sub-series Statements of responsibility relating to the series or sub-series First statement *Subsequent statement International Standard Serial Number of series or sub-series Numbering within series or sub-series
7.	Note area		
8.	Standard number (or alternative) and terms of availability area	*8.1 = 8.2 : *8.3 ( ) *8.4	International Standard Serial Number or other standard number Key title Terms of availability and/or price ( <i>optional</i> ) Qualification ( <i>optional</i> )

### 0.3.3 Comparison of the ISBD(CR) and ISSN

ISBD (CR) - *The most important elements*

Area 1    Title proper

*Parallel title(s)*

ISSN bibliographic data<sup>3</sup>

*Key title or first part of key title*

*Parallel title(s)*

	Other title information	<sup>4</sup>	
	Statement of responsibility		Name of issuing body <sup>5</sup>
Area 2	Edition statement	<sup>6</sup>	
Area 3	Numbering	<sup>7</sup>	
Area 4	Place of publication Name of publisher Date of publication		Place of publication Name of publisher <sup>8</sup> Date of publication <sup>8</sup>
Area 5	Dimensions	<sup>9</sup>	
Area 6	Title proper of series ISSN of series Title proper of sub-series ISSN of sub-series		<i>Key title of series</i> <i>ISSN of series</i> <i>Key title of sub-series</i> <i>ISSN of sub-series</i>
Area 7	Bibliographic history		<i>Bibliographic history</i>
Area 8	ISSN Key title		ISSN <sup>10</sup> Key title <sup>10</sup>

**0.3.3.1** Beyond what is suggested by the preceding outline matching ISBD(CR) and ISSN elements, the ISBD(CR) text results from a major effort to reduce differences between the two. It should be noted in this connection that the ISBD(CR) treatment of common/section titles, of main series/sub-series titles, and of main continuing resource/supplement or inset titles adheres closely to the current ISSN treatment, including the details of terminology and, moreover, the concepts behind the terms that can be seen in the *ISSN Manual*. The complex nature of common/section title situations and main series/sub-series title situations, particularly as these have been carried over into the ISBD(CR) from ISSN, requires some further elucidation (see also 0.2 Definitions for Common title, Dependent title, Section, Sub-series, and Supplement).

A. Continuing resources having sections are treated as follows: A section title, whether distinctive or not, is always dependent on the title common to all the sections, called the “common title”. The section title is a “dependent title” and is recorded subordinately to the common title. The combination of the two makes the title proper. The common title does not represent a separate bibliographic entity; no resource exists carrying only the common title.

B. When a continuing resource is a sub-series of another, it may or may not have a title dependent on that of the main series. A distinctive, independent sub-series title is recorded as the title proper. An indistinctive sub-series title is recorded subordinately to the main series title. In the latter case the main series title is the “common title” and the indistinctive sub-series title is the “dependent title”. The combination of the two makes up the title proper. It is an essential condition of a sub-series that a main series, with its own title and numbering, exists quite independently of the sub-series. Both the main series and the sub-series are separate bibliographic entities.

C. Supplements or insets to continuing resources, although constituting a somewhat different category of continuing resource from sub-series, nonetheless are treated in the same way. Independent titles are recorded as title proper, while dependent titles are recorded subordinately to the title of the main continuing resource.

Finally, as a matter of simplification for the wording of the various stipulations in the ISBD(CR), where appropriate, the phrases “dependent title designation” and “dependent title” should be understood to refer to the section designation and/or title, the sub-series designation and/or dependent sub-series title, or a dependent supplement or inset title. Similarly, the phrase “common title” also should be understood to refer to the title of the main series or the title of the main continuing resource.

## 0.4 Punctuation

**0.4.1** Each element of the description, except the first element of area 1, is either preceded or enclosed by prescribed punctuation. (See 0.4.3 for other exceptions.) 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 (see 0.4.7). The inclusion of other punctuation is at the discretion of the national bibliographic agency or cataloguing organization, as is the spacing before and after such punctuation. ISBD punctuation is retained even when this results in double punctuation (but see 0.4.7). For the punctuation of scripts written from right to left, see 0.4.11.

**0.4.2** Parentheses, i.e. curved brackets (()), and square brackets ([]) (see 0.4.8) 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 0.10). If parentheses or square brackets are preceded or followed by prescribed punctuation that ends or begins with a space, only one space is given.

e.g. .-[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.

**0.4.3** Each area of the ISBDs 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 omitted or replaced by a point (.) given at the end of the preceding area.

**0.4.4** 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.

**0.4.5** When an area is repeated, each repetition is preceded by a point, space, dash, space (.-) except (a) in the condition described in 0.4.3, and (b) as provided by area 6, Punctuation pattern B-C, for multiple series statements.

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

**0.4.7** When an element ends with a point and the prescribed punctuation for the element that follows begins with a point, only one of the two points is given.

e.g. 3rd ed. –  
not 3rd ed.. –

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

**0.4.8** Three punctuation symbols can be used in all or most areas:

A. Square brackets ( [ ] ) are prescribed punctuation to enclose particular elements in area 1 (see 1.2) and area 4 (see 4.3). Square brackets enclose information found outside the prescribed sources of information (see 0.5.4) and interpolations in the description (see 0.6, 0.7, 0.10, 0.11).

When successive elements within the same area are obtained from outside the prescribed source, they are enclosed in a single pair of square brackets unless one element is the general material designation, which is always enclosed in its own pair of square brackets. When successive elements are in different areas, each element is enclosed in a separate pair of square brackets.

e.g. . – [S.I. : s.n.]  
not . – [S.I.] : [s.n.]  
  
. – [2nd ed.]. – [S.I. : s.n.]

B. Marks of omission, i.e. three points (...), indicate the omission of some part of an element (see 0.7.1, 0.7.2).

C. Parentheses ( ( ) ) are prescribed punctuation to enclose each series statement in area 6, to enclose certain elements in area 4, and to enclose information within particular elements in areas 5 and 8.

One punctuation symbol, the plus sign ( + ) preceded and followed by a space, is prescribed punctuation in area 5 (see 5.4).

**0.4.9** 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 ( = ).

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

**0.4.11** When information is given in scripts written from right to left, commas and semi-colons 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.

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.

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

## 0.5 Sources of information

### 0.5.1 Basis of the description

#### 0.5.1.1 Serials

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

<i>Area</i>	<i>Basis of description</i>
1. Title and statement of responsibility	First or earliest issue or part
2. Edition	First or earliest issue or part
3. Numbering	First and last issues or parts for each system or sequence
4. Publication, distribution, etc. Place and publisher, distributor, etc. Place and manufacturer Dates	First or earliest issue or part First or earliest issue or part First and/or last issues or parts
5. Physical description	All issues or parts
6. Series	All issues or parts
7. Note	All issues or parts and any other source
8. Standard number (or alternative) and terms of availability	All issues or parts and any other source

#### 0.5.1.2 Integrating resources

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

<i>Area</i>	<i>Basis of description</i>
1. Title and statement of responsibility	Current iteration
2. Edition	Current iteration
3. Material specific	Not used
4. Publication, distribution, etc. Place and publisher, distributor, etc Place and manufacturer Dates	Current iteration Current iteration First and/or last iterations
5. Physical description	Current iteration

6. Series	Current iteration
7. Note	All iterations and any other source
8. Standard number (or alternative) and terms of availability	All iterations and any other source

### **0.5.2 Chief source for printed resources**

**0.5.2.1.** The chief source of information is the title page<sup>11</sup> or the title-page substitute. The title-page substitute for a continuing resource lacking a title page is (in this order of preference):

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

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

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

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

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

### **0.5.3 Chief source for nonprint resources**

The instructions for determining the chief source of information found in the ISBD appropriate to the type of material are followed.

### **0.5.4 Prescribed sources of information**

The information used in the description of an issue or part of a continuing resource is taken from certain sources in a prescribed order of preference. For continuing resources in special categories of material, the appropriate ISBD should be consulted for the sources prescribed (e.g. for a serial sound recording, consult ISBD(NBM)). For direct access electronic serials, the physical carrier or its labels should be used.

If data elements for areas 1 and 2 are found in different sources (title page + cover or cover + colophon, etc.), select the source according to the preferred order of sources (see below) and transcribe the form found there; when appropriate, follow the order of the sequence of information found in that source.

For areas 3, 4, and 6 multiple sources are prescribed, so that it is a combination of sources that make up the “prescribed source”. If data elements for these areas are found in different sources, select the source according to the preferred order of sources (see below) and transcribe the form found there; when appropriate, follow the order of the sequence of information found in that source.

Information taken from a source other than the prescribed source for the area is enclosed in square brackets ( [ ] ) if it is transcribed as part of the area. The principle of bracketing information in relation to a title-page substitute when a continuing resource lacks a title page is the same as that of bracketing information when a continuing resource has a title page. Alternatively, the information may be given in area 7. Specific provisions are given in appropriate sections of the ISBD(CR).

<i>Area</i>	<i>Prescribed sources of information</i>
1. Title and statement of responsibility	Title page <sup>11</sup>
2. Edition	Title page, <sup>11</sup> other preliminaries, colophon
3. Numbering	The whole continuing resource, national bibliographies
4. Publication, distribution, etc.	The whole continuing resource
5. Physical description	The whole continuing resource
6. Series	Series title page, analytical title page, cover, caption, masthead, editorial pages, colophon, rest of the continuing resource
7. Note	Any source
8. Standard number (or alternative) and terms of availability	Any source

The prescribed source(s) for each area is also set out at the beginning of each area after the punctuation pattern.

## **0.6 Language and script of the description**

Elements in areas 1, 2, 3, 4, and 6 are normally transcribed from the continuing 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 0.7) and prescribed interpolations (see 0.10, 0.11);

general material designation (see 1.2) and statement of function of distributor (see 4.3) which, when supplied, are given in the language and/or script chosen by the national bibliographic agency or other cataloguing agencies.

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

- when cited titles are provided in area 7;
- when quotations are provided in area 7;
- when key title is given in area 8.

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

## **0.7 Abridgements and abbreviations**

**0.7.1** In exceptional cases the abridgement of certain elements in the description is permitted (e.g. a title proper including a date or number that varies from issue to issue). In such cases, the omission is indicated by marks of omission.

**0.7.2** In the case of the abridgement of a single statement of responsibility consisting of the names of several persons or corporate bodies (see 1.5.5.3), the omission is indicated by marks 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.

**0.7.3** Other abbreviations are prescribed in specific stipulations (e.g. 4.1.15).

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

The abbreviations used throughout the ISBDs in the examples, other than those prescribed above in 0.7.2 and 0.7.3, are illustrative and not prescriptive.

**0.7.5** Except for specifically prescribed or permitted abridgements and abbreviations, the transcription of data in areas 1, 2, 3, and 6 does not show abbreviations unless they appear in the source.

## **0.8 Capitalization**

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

## 0.9 Examples

The examples given throughout the ISBDs 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 bibliographic resources but some fictitious examples have been included.

In the English text of the ISBDs the terms used and the words or short phrases added to the examples in areas 5, 7, and 8 are in English. It is anticipated that in translations of the ISBDs, such terms and words and phrases will be given in the language of the translation.

## 0.10 Misprints

Except for the title proper (see 1.1.5.1), inaccuracies or misspelled words are transcribed as they appear in the bibliographic 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*, that is) or its equivalent in another language and/or script. Letters or numbers that have been omitted from misspelled words or dates may be inserted, enclosed in square brackets (in this case not preceded or followed by a space).

## 0.11 Symbols, etc.

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

e.g. [3rd ed.]

*Note:* Edition information represented on title page by three stars

## 0.12 Changes requiring a new description

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

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

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

Металлургия и технология  
*becomes* Металлургия и машиностроение

New notes  
*becomes* Upstream journal

La recherche aéronautique  
*becomes* La recherche aérospatiale

Le petit bleu  
*becomes* Le petit bleu des Côtes-d'Armor

Scene  
*becomes* TV 2

IFLANET unplugged  
*becomes* IFLA CD ...

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

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

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

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

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

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

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

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

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

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

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

**0.12.2.3** When the physical medium changes;

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

MacInTax deluxe

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

**0.12.2.4** When hitherto dependent titles become independent;

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

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

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

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

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

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

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

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

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

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

**0.12.3.2** When the physical medium changes;

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

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

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

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

## 0.13 Changes not requiring a new description

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

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

one spelling vs. another

Statistisk aarbog for kongeriget Norge  
*becomes* Statistisk årbok for kongeriket Norge

Labour history  
*becomes* Labor history

Lakeland lib\*arian  
*becomes* Lakeland librarian

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

Accommodations and travel services  
*becomes* Accommodations & travel services

Ga. peach statistics  
*becomes* Georgia peach statistics

St. Paul pioneer press  
*becomes* Saint Paul pioneer press

Oxf. Hist. Soc.  
*becomes* Oxford Historical Society

arabic numeral vs. roman numeral

XXe siècle  
*becomes* 20e siècle

number or date vs. spelled-out form

Four wheel fun  
*becomes* 4 wheel fun

XX century  
*becomes* Twentieth century

hyphenated word vs. unhyphenated word

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

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

Openhouse  
*becomes* Open house

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

Research in technological adaptation  
*becomes* RITA

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

Fishery report  
*becomes* Fisheries report

Research studies  
*becomes* Research study

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

Fiscal survey of the states  
*becomes* The fiscal survey of states

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

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

Society of Biblical Literature monograph series  
*becomes* Monograph series / Society of Biblical Literature

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

Music Library Association technical reports  
*becomes* MLA technical reports

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

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

GBB  
*becomes* G.B.B.

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

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

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

Tin  
*becomes* Tin in ...

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

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

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

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

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

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

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

Fussball-Jahrbuch  
*becomes* Fussball

Handel und Industrie  
*becomes* Revue Handel und Industrie

Magazin für Wassersport  
*becomes* Wassersport

Minnesota history bulletin  
*becomes* Minnesota history

Trade and industry  
*becomes* Trade and industry review

Biological survey of reserves  
*becomes* Biological survey of reserves series

Colección Ciencias y técnicas  
*becomes* Ciencias y técnicas

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

Relatórios de pesquisa  
*becomes* Série Relatórios de pesquisa

*but not* Link magazine  
*becomes* Link journal

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

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

**0.13.2 Minor changes to integrating resources.**

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

Hirnet  
*becomes* Terminál

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

## SPECIFICATION OF ELEMENTS

### 1 TITLE AND STATEMENT OF RESPONSIBILITY AREA

<b>Contents</b>	1.1 Title proper 1.2 General material designation ( <i>optional</i> ) 1.3 Parallel title 1.4 Other title information 1.5 Statements of responsibility
-----------------	---

#### Punctuation pattern

- 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 in the continuing 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, semi-colon, space ( ; ), unless the statements are considered to form a single phrase.
- F. 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 ( . ).
- G. Each dependent title following a dependent title designation is preceded by a comma, space ( , ).
- H. 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] / 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] = Parallel title : other title information

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

title information / statement of responsibility

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

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

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

For titles made up of common and dependent titles (see 0.2 and 0.3.3.1):

Common title. Dependent title [General material designation]

Common title. Dependent title designation [General material designation]

Common title. Dependent title designation, Dependent title [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

Title page<sup>11</sup>

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

Information found outside the continuing resource is given in area 7.

## **1.1 Title proper**

**1.1.1** The title proper is the first element of the description even when it is preceded on the title page by statements of responsibility, edition statements, series statements, publication statement, date, price, or other matter that is not title information.

**1.1.2** The title proper is the title of a continuing resource:

e.g.	Title proper of:
Le monde	a newspaper
Cartactual	a periodical
Farm & home almanac	a yearbook
Wissenschaftliche Arbeiten aus dem Burgenland	a journal
Kulturwissenschaften	a sub-series
Amazon.com	an integrating resource
Patient teaching loose-leaf library	an integrating resource
A century of lawmaking for a new nation	an integrating resource
Webdo	an integrating resource

**1.1.3** The title proper can take various forms:

**1.1.3.1** The title proper can consist solely of a generic term or terms.

e.g.	Journal Textes et documents
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**1.1.3.2** The title proper can consist of the name of a person or corporate body when the title page bears no title other than that name.

e.g.	Syndicat national des fabricants de bronzes, luminaires, vitrines et étagages, ferronnerie d'art et industries annexes
------	---

**1.1.3.3** The title proper can consist of or include a set of initials, an acronym, or a logo prominently displayed on the title page.

e.g.	IFLA journal Collection CAP ICSU review
------	---

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).

**1.1.3.4** The title proper can consist of or include numbers or letters (but see 1.1.5.1).

e.g.	Le 01 37 design and environment projects L und E <i>Editorial comment:</i> The other title information reads: Österreichisches Zentralorgan für Lebensmittel und Ernährung
------	--

## Dossiers CH+6

The expanded form may be given in a note (see 7.1.1.3).

**1.1.3.5** 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.

- e.g. Cinema-Ed Bureau films for the year
- Poultry Research Centre report
- University of California publications in classical archaeology
- Willing's press guide
- Rapport de gestion de la Banque nationale suisse

**1.1.3.6** The title proper can consist 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 continuing resource and the non-distinctive title of a supplement or inset; the title of the main series, a sub-series designation and/or the non-distinctive title of a sub-series, see 1.1.5.2).

- e.g. IEE proceedings. A
- Acta Universitatis Carolinae. Philologica
- Geographical abstracts. C, Economic geography
- Kits for tots. Bimonthly filmstrip additions
- Collection Armand Colin. Section de philosophie
- Art of advocacy. Structured settlements
- OSHA compliance manual. Application of key OSHA topics
- Attorneys' textbook of medicine. Manual of traumatic injuries

## 1.1.4 Choice of title proper

### 1.1.4.1 Continuing resource with one title page

**1.1.4.1.1** When two or more variant titles in the same language and/or script appear on the title page, the title proper is selected by reference to the typography of the title page or the sequence of titles on the title page.

**1.1.4.1.2** When the titles are in different languages and/or scripts, the title proper is the title in the language and/or script of the content of the continuing resource. When this criterion cannot be applied, the title proper is selected by reference to the typography of, or the sequence of titles on, the title page.

**1.1.4.1.3** When the choice is between the full form of the title and the acronym or initial letters representing the full form, the full form is chosen (see also 1.4.3).

- e.g. Lorraine, information, encadrement
- Editorial comment:* Title also appears as LIEN

### 1.1.4.2 Continuing resource with more than one title page

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

When this criterion cannot be applied (e.g. because the content is presented equally in two or more languages or scripts), the title proper is selected from the right hand (*recto*) of two facing pages or from the first of two or more title pages on *recto* pages.

In the case of tête-bêche continuing resources where text and title pages in two different languages and/or scripts are presented with equal status, the choice of title proper is at the discretion of the bibliographic agency. The title not chosen as title proper is given as a parallel title (see 1.3.1). A note explaining the tête-bêche condition may be given in area 7.

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

**1.1.4.3** Variant titles (other than parallel titles, see 1.3) not selected as title proper, whether appearing on the title page(s) or in other parts of the continuing resource, are given in area 7 (see 7.1.1.2).

### **1.1.5 Transcription**

For continuing resources other than electronic resources, the source of the title proper is given in a note (see 7.1.1.1) if (a) it is from a title-page substitute for printed resources or (b) it is from a source other than the preferred source for non-print resources. For electronic resources, the source of the title proper is given in a note in all cases.

**1.1.5.1** The title proper is transcribed from the title page exactly as to wording, but not necessarily as to capitalization or punctuation (see also 0.4, 0.6, 0.7, 0.8).

e.g. The unabashed librarian

*Editorial comment:* Title appears as The U\*N\*A\*B\*A\*S\*H\*E\*D librarian

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

e.g. Housing starts

*Editorial comment:* Title appears on v. 1, no. 1 as Housing sarts

but Lakeland libarian [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 marks of omission, except when it occurs at the beginning of the title.

e.g. 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

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

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 continuing resources are given in a note (see 7.2).

e.g. 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 Common and dependent titles (see 0.3.3.1) (see also Appendix A)

In the case of a continuing resource with a title proper consisting of a common title and a dependent title, the first element is the common title, which is followed by a dependent title designation, or a dependent title, or both. The dependent title is linked directly to its common title (for cases in which other title information or a statement of responsibility must be interposed, see 1.4.7 and 1.5.5.13).

e.g. *Sections:*  
Acta biologica. Protozoa  
Études et documents. Série C  
Journal of polymer sciences. Part A, General paper

*Section with sub-sections:*

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

*Supplements:*

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

### **Sub-series:**

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

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 sub-series with a dependent title, the title of the main series is also given in area 6 (see 6.1-6.6).

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

#### **1.1.5.3 Series designation (see also Appendix A)**

Any numbers or other information relating to chronological series designation is not transcribed as a dependent title but is given in area 3 (see 3.1.9 and 1.1.5.2).

e.g.	<i>On the title pages:</i>	Nuovo archivio veneto. Ser. 2 (1891-1900)
	<i>Title proper:</i>	Nuovo archivio veneto. Ser. 3 (1901- )
		Nuovo archivio veneto

## 1.1.6 Variations

Variations of the title proper occurring in the continuing resource being described are given in area 7 (see 7.1.1.2).

## 1.1.7 Changes

#### **1.1.7.1 Title proper**

Changes in the title proper may involve making a new description (see 0.12 and 7.1.1.5).

For serials, a new description is made if a major change in the title proper occurs (see 0.12). If a minor change in the title proper occurs, a note on the change is made if it is considered to be important (see 7.1.1.5.1).

For integrating resources, a new description is not made and the title proper is replaced in the existing description with the new title and the earlier title is given in a note (see 7.1.1.5.2).

### **1.1.7.2 Sections and sub-series**

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

e.g. Studia latina Upsaliensia

*Series statement:* (Acta Universitatis Upsaliensis)

British journal of applied physics

*Series statement:* (Journal of physics ; D)

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

### **1.1.7.3 Supplements and insets**

When the hitherto dependent title of a supplement or an inset becomes independent, the supplement or inset is described under this independent title that has become its title proper.

The title of the main continuing resource is given in area 7 (see 7.2.4.8).

## **1.2 General material designation (optional)**

**1.2.1** 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 continuing resource belongs. If used, the general material designation is given immediately after the title proper. It is given in the language and script chosen by the bibliographic agency.

**1.2.2** For a continuing resource in printed form, the designation *Printed text* or its equivalent in other languages or scripts may be used. For serials in embossed form, the designation *Braille text* or its equivalent may be used.

**1.2.3** For continuing resources in other than printed form, the instructions in the ISBD appropriate to the type of material are followed in determining the general material designation, if any, to be used.

**1.2.4** When the continuing resource comprises a primary component with 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), the general material designation refers only to the primary component.

**1.2.5** When the continuing resource comprises components belonging to two or more general material categories, no one of which is predominant, the general material designation *Multi-media* or its equivalent may be used as appropriate.

## **1.3 Parallel title**

**1.3.1** When on the title page of the continuing resource there are titles in more than one language and/or script, the title(s) not chosen as title proper (see 1.1.4) may be transcribed as parallel title(s). Parallel titles are included when necessary for identification or otherwise considered important to users of the catalogue.

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

**1.3.2** A parallel title, as an equivalent of the title proper, can take the same various forms (see 1.1.3).

## **1.3.3 Transcription**

**1.3.3.1** If a parallel title appearing on the title page is given, it is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation. The instructions in 1.1.5 are followed with regard to

abridging lengthy parallel titles, omitting dates, numbers, etc., and the transcription of obvious typographical errors.

When a title page bears more than one parallel title, these titles, if given, are transcribed in the order indicated by the typography of, or the sequence of statements on, the title page.

e.g. Internationale volkskundliche Bibliographie = International folklore  
bibliography = Bibliographie internationale des arts et traditions populaires

Art updates in video = Kunst nieuwigheden in video = Lo último del arte  
en video

Majaladda xeerka = Majallat al-qanun = Law quarterly review

Swiss financial year book = Schweizerisches Finanz-Jahrbuch = Annuaire  
financier suisse = Annuario finanziario svizzero

Parallel titles not given in area 1 may be given in area 7 (see 7.1.2).

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

e.g. Godišen zbornik na Zemjodelsko-šumarskiot fakultet na Univerzitetot vo  
Skopje. Zemjodelstvo = Annuaire de la Faculté d'agriculture et de  
sylviculture de l'Université de Skopje. Agriculture

Dansk periodicafortegnelse. Supplement = The Danish national  
bibliography. Serials. Supplement

#### 1.3.4 Changes

**Serials.** 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.

**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

For continuing resources other than updating loose-leafs, other title information is omitted from the description unless considered important to users of the catalogue, or it may be abridged. If omitted from the description, other title information may be given in a note (see 7.1.2). When abridging other title information, do not omit any of the first five words. If the other title information is abridged, omissions are indicated by the mark of omission.

For updating loose-leafs, 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** Other title information can appear in conjunction with, and subordinate to, the title proper or parallel title.

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

e.g. Helvetia politica : Schriften des Forschungszentrums für Geschichte und Soziologie der Schweizerischen Politik an der Universität Bern

**1.4.3** When the title proper consists of or includes a set of initials or an acronym (see 1.1.3.3), and an expanded form is available from a source other than the title page, it may be given in area 7 (see 7.1.1.3).

e.g.  
Collection CAP  
*Note:* Expanded form of title: Collection clés de l'amélioration personnelle

When the full form is treated as the title proper (see 1.1.3.3), the set of initials or the acronym present on the title page may be given as other title information.

e.g. Cahiers de l'Institut de linguistique de Louvain : CILL  
Lorraine, information, encadrement : LIEN

**1.4.4** When the title proper consists only of the name of the author (corporate body) of the continuing resource (see 1.1.3.2), and when in such cases additional information on the nature or content of the continuing resource would be useful, this information may be given as other title information in square brackets when appearing in the continuing resource, and in area 7 when taken from outside the continuing resource being described (see 7.1.1.4).

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

#### **1.4.5** Transcription

**1.4.5.1** A statement of other title information that is transcribed from the title page is transcribed following the title proper or parallel title to which it applies (see 1.4.5.5). 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.

**1.4.5.2** If a statement of other title information is given, it is transcribed exactly as to wording, but not necessarily as to capitalization or punctuation. The instructions in 1.1.5 are followed with regard to abridging lengthy other title information, omitting dates, numbers, etc., and transcribing obvious typographical errors.

**1.4.5.3** A statement of other title information appearing on the title page before the title proper (e.g. an *avant-titre*) may be transcribed following the title proper when this is linguistically or otherwise possible. When this is not possible, an *avant-titre* may be given in area 7 (see 7.1.2).

**1.4.5.4** When a title page bears more than one statement constituting other title information, these statements, if given, are transcribed in the order indicated by the typography of, or the sequence of statements on, the title page.

e.g. Lorraine, information, encadrement : LIEN : bulletin trimestriel

#### **1.4.5.5 Parallel titles and parallel other title information**

**1.4.5.5.1** When a title page 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 7.1.2).

e.g. 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

**1.4.5.5.2** When a title page 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.

e.g. Brecht heute = Brecht today : Jahrbuch der Internationalen Brecht-Gesellschaft

**1.4.5.5.3** When there is no parallel title, but statements of other title information appear on the title page 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 title page may be given. The other statements may also be given, each preceded by a space, equals sign, space.

e.g. L'Europe laitière : annuaire international des produits laitiers = internationales Jahrbuch der Milchprodukte = international directory of dairy products

Swiss cycling journal : officielles Organ / Schweiz. Radfahrer-Bund SRB = organe officiel / Fédération cycliste suisse = organe ufficiale / Federazione ciclistica svizzera

**1.4.6** A statement of other title information appearing in the continuing resource being described but not on the title page 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 7.1.2).

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

#### **1.4.7 Common and dependent titles**

In the case of a continuing resource with a title proper made up of common and dependent title(s) (see 1.1.5.2), 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.

- e.g. Revue de l'U.E.R. Cahier A, Technique : publication bimestrielle  
 Bibliographie de la France Biblio : journal officiel du livre français  
 paraissant tous les mercredis. 1ère partie, Bibliographie  
 officielle : publications reçues par le Service du dépôt légal  
 Periodica polytechnica : contributions to international technical  
 sciences published by the Technical University of Budapest.  
 Transportation engineering  
 Publications of the Institute. Historical studies. Series III,  
 Renaissance Europe : texts and commentaries

#### 1.4.8 Changes

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

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

#### 1.5 Statements of responsibility

**1.5.1** A statement of responsibility can be given with respect to any entity (person or corporate body) responsible for or contributing to the creation of the intellectual or artistic content of the continuing resource being described, or for its realization. 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.

**1.5.2** A statement of responsibility can relate to such entities as:

- authors of texts, editors, compilers, translators, illustrators;
- adapters of an already existing work, whether in the same medium as the original or in another;
- collectors of various data;
- organizations (corporate bodies) or individuals sponsoring the work of any of the above.

A bibliographic agency may choose not to record as statements of responsibility the names of persons who are editors of serials. In such cases, the names are given in a note when considered important to users of the catalogue (see 7.1.4). Statements relating to persons who are editors of updating loose-leafs are recorded as statements of responsibility when considered important to users of the catalogue.

- e.g. / compiled and edited by Malcolm Evans and Martin Standord

**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).

- e.g. Villas, pavillons et nouveaux villages / dir. Jean-Paul Rouleau  
 Prace polonistyczne / Łódzkie Towarzystwo Naukowe  
 Health news on film / B.H.I.

**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.

e.g. College yearbook / compiled and edited by the graduating class

**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.

e.g. Soviet Union / text by the Central Intelligence Agency ; maps by Rand McNally

Other nouns or noun phrases are normally treated as other title information (see 1.4.2, 1.5.3.10).

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

**1.5.3.5** It can consist of statements relating to appendices and other supplementary matter when such statements appear on the title page (see also 1.5.4.3).

**1.5.3.6** It can consist of the name(s) of a corporate body acting as sponsor of a continuing resource when the corporate body is named on the title page and the relationship between the sponsor and the continuing resource is explicitly stated (or can be expressed by the addition of an appropriate word or short phrase).

e.g. Proceedings of the ... Annual Symposium on Reduction of Costs in Hand-Operated Glass Plants / presented by West Virginia University ; sponsors, Consolidated Gas Supply Corporation, West Virginia University College of Engineering, West Virginia Section of the American Ceramic Society

A sponsoring body when its name forms an integral part of the publication statement (i.e. prefaced by a phrase such as "published for ...") is included in area 4.

**1.5.3.7** A statement that is not connected with responsibility for the intellectual or artistic content of the continuing resource is not considered a statement of responsibility. Statements such as mottoes, dedications, and statements of patronage or prizes may be omitted or given in area 7 (see 7.1.4.1).

**1.5.3.8** A statement of responsibility is not considered appropriate for the name of a responsible entity that is linguistically an integral part of other descriptive elements and that has been transcribed as such (e.g. as part of the title proper, see 1.1.3.5; as part of other title information, see 1.4.2; as part of the statement of publication, distribution, etc., see area 4).

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 title page, the latter is given as a statement of responsibility.

e.g. Skrifter fra Nordisk institut / Odense universitet

When a statement of responsibility is not on the title page but is found in the continuing resource being described, it may be transcribed in area 1 enclosed in square brackets or it may be given in area 7. When it is taken from outside the continuing resource, it may be given in area 7 (see 7.1.4.1).

**1.5.3.9** A statement of responsibility is not considered appropriate for the name of a corporate body that appears on the title page whenever the function of the body is not specified and cannot be determined from the continuing resource being described or elsewhere. The name is given instead in area 7 (see 7.1.4.1).

**1.5.3.10.** A statement of responsibility that is imbedded in the other title information is recorded as other title information (see 1.4.2).

e.g. The greenwood tree [GMD] : newsletter of the Somerset and Dorset Family History Society

**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.

e.g. R.L.C.'s museum gazette / compiled and edited by Richard L. Coulton  
with the assistance of voluntary aid

**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.

e.g. Documents de vulgarisation pratique / Centre national coopératif  
agricole de traitement antiparasitaire ; dir. technique, Marcel  
Bonnefoi

**1.5.4.3** A statement of responsibility relating to appendices and other supplementary or accompanying matter (see 1.5.3.5) appearing in the continuing resource being described but not on the title page may be given in area 7 (see 7.1.4.2; see also 5.4.2).

**1.5.5 Transcription**

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

**1.5.5.2** A statement of responsibility taken from a source within the continuing resource other than the title page or title-page substitute may be transcribed in area 1 enclosed in square brackets, or it may be given in area 7 (see 7.1.4).

e.g. The independence : Canadian independent labour news / [Canadian Union  
of General Employees]

Statements of responsibility taken from outside the continuing resource may be given in area 7 (see 7.1.4.1).

**1.5.5.3** When the names of several persons or corporate bodies are represented in a single statement of responsibility (see 1.5.4.1), the number of names transcribed is at the discretion of the bibliographic 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 marks of omission and "et al." or its equivalent in another script, enclosed in square brackets.

e.g. Enquête de conjoncture régionale : situation économique et perspectives  
dans le Sud-Ouest / Centre d'expansion Bordeaux Sud-Ouest,  
Institut national de la statistique et des études économiques,  
Institut d'économie régionale du Sud-Ouest  
Saarbrücker Universitätsreden / herausgegeben von der Universität des

Saarlandes und der Vereinigung der Freunde der Universität des Saarlandes  
Quarterly report / prepared by U.S. Department of Agriculture, Forest Service [and] Soil Conservation Service [and] U.S. Department of the Interior, National Park Service, Region 2  
Studien zur Poetik und Geschichte der Literatur / herausgegeben von Hans Fromm ... [et al.]

**1.5.5.4** When names of persons or bodies appear in a statement of responsibility in a less than full form, e.g. in the form of an acronym, the expanded form may be given in area 7 (see 7.1.4.1).

**1.5.5.5** Initials indicating membership of societies, academic degrees, etc., and statements of positions held and qualifications following the person's name are transcribed when the initials, etc., are necessary linguistically, or for the 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.

**1.5.5.6** A statement of responsibility that precedes the title proper on the title page 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.

**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 in the continuing resource.

e.g. Inventaire des périodiques étrangers et des publications en série étrangères reçus en France / Bibliothèque nationale, Centre bibliographique national  
Serie de culturas mesoamericanas / Universidad Nacional Autónoma de México, Instituto de Investigaciones Históricas  
Biographies et conférences / Centre international de dialectologie générale près l'Université catholique de Louvain

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

e.g. Catálogos de escritores médicos españoles / Universidad de Salamanca

**1.5.5.9** When the relationship between a statement of responsibility and a title is not clear, a linking word or short phrase may be added, enclosed in square brackets.

**1.5.5.10** If more than one statement of responsibility is given, the order of these statements in the description is that indicated by the typography of, or their sequence on, the title page without taking into account the extent or degree of responsibility implied by the various statements. When the statements are not taken from the title page, they should be given in a logical order if such an order applies, and enclosed in square brackets.

#### **1.5.5.11 Parallel titles and parallel statements of responsibility**

**1.5.5.11.1** When a title page 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.

e.g. Statistical yearbook / Statistical Office of the United Nations =

## Annuaire statistique / Bureau de statistique des Nations Unies

Statements of responsibility that do not apply to the title proper or parallel title(s) may be given in area 7 (see 7.1.4.1).

**1.5.5.11.2** When a title page 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.

- e.g. Bieler Jahrbuch = Annales biennoises / Herausgeber, Bibliotheksverein  
Biel

**1.5.5.11.3** When there is no parallel title, but statements of responsibility appear on the title page 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, or the sequence on, the title page is given. The other statements may also be given, each preceded by a space, equals sign, space.

- e.g. Bibliographica belgica / Commission belge de bibliographie = Belgische  
commissie voor bibliografie

**1.5.5.12 Abbreviated statements of responsibility**

**1.5.5.12.1** When the name of a corporate body appears on the title page 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 continuing resource being described but does not appear on the title page, it is given in square brackets; if it is taken from outside the continuing resource, it may be given in area 7 (see 7.1.4.1).

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

**1.5.5.12.2** When the title proper consists of the name of a corporate body that appears on the title page only in an abbreviated (incomplete) form, the expanded form may be given as a statement of responsibility. If the expanded form is available from the continuing resource being described, it is given in square brackets; if it is taken from outside the continuing resource, it may be given in area 7 (see 7.1.4.1).

- e.g. A.C.O.A. / [Administrative and Clerical Officers' Association]  
CASH / [Consumer Association of South Humberside]

**1.5.5.13 Common and dependent titles**

In the case of a continuing resource with a title proper made up of common and dependent title(s) (see 1.1.5.2), the statement of responsibility referring to the title proper is given following the title proper as a whole.

Individual statements of responsibility are given following the title(s) to which they apply.

- e.g. Teaching geology with computer software. North America / Bureau of  
Education  
Bulletin / Faculty of Archaeology. Supplement  
Publications de la Sorbonne. Série Byzantina / Centre de recherches  
d'histoire et de civilisation byzantines

## **1.5.6            Changes**

**Serials.** If a person or corporate body recorded in a statement of responsibility is added or deleted on a subsequent issue or part and this change does not require a new description (see 0.13.1.5), the name of the later person or body is given in a note or a note is made of the deletion (see 7.1.4). 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.

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

**Integrating resources.** If persons or corporate bodies recorded as a statement of responsibility change in subsequent iterations, the description is changed to reflect the latest iteration and the names of earlier persons or bodies are given in a note (see 7.1.4.4).

## 2 EDITION AREA

<b>Contents</b>	2.1	Edition statement
	2.2	Parallel edition statement ( <i>optional</i> )
	2.3	Statements of responsibility relating to the edition
	2.4	Additional edition statement
	2.5	Statements of responsibility following an additional edition statement

### Punctuation pattern

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

Title page,<sup>11</sup> other preliminaries, and colophon

#### 2.1 Edition statement

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

- A) all the copies of a continuing resource formally identified in the continuing resource as constituting a named and/or numbered edition,

or

B) all the copies of a continuing resource in a particular form of presentation having significant differences in intellectual or artistic content from other copies in the same form of presentation, whether or not the continuing resource bears any formal statement to this effect.

The edition statement normally includes 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”, “standard edition”, etc.).

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

**2.1.2** The edition statement is transcribed in the terms in which it appears in the continuing resource being described. It is enclosed in square brackets if it does not appear in the prescribed source of information. Standard abbreviations may be used. Arabic numerals are substituted for other numerals or spelled out numbers. Explanatory phrases appended to the edition statement are given when they are 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 0.11), the characters are replaced by words or numbers, as appropriate, in square brackets. An explanation may be given in area 7 (see 7.2).

**2.1.3** When no edition statement appears in the continuing resource, a suitable edition statement, the content of which can be derived from the continuing resource being described, may be supplied enclosed in square brackets. Such a statement should not indicate the general or specific class of material (see 2.1.5.2). The supplied edition statement is given in the language of the title page and in accordance with the provisions of 2.1.2.

e.g. . – [Ed. de Grenoble]

**2.1.4** The following are some types of statements that are transcribed as edition statements:

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

e.g. . – Joint ed.  
      . – 2nd ed.  
      . – Reprint ed.  
      . – Annual cum. ed.

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

**2.1.4.2** Local edition statements

e.g. . – Northern ed.  
      . – Overseas ed.  
      . – Московский вечерний вып

**2.1.4.3** Special interest edition statements

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

**2.1.4.4** Special format or physical presentation statements

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

**2.1.4.5** Language edition statements

- e.g. . – English ed.  
. – Ed. française

**2.1.4.6** Statements indicating an insert/inset or supplement are included in the continuing resource

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

**2.1.5** The following types of statements are not transcribed as edition statements:

**2.1.5.1** Statements indicating numbering or chronological coverage. These statements are included in area 3 (see 3.1.1).

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

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

**2.1.6** Changes

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

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

**2.2 Parallel edition statement (optional)**

When the continuing resource 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 the one appearing first is given. The parallel statement(s) may be given.

e.g. . – Canadian ed. = Ed. canadienne

## **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.

**2.3.2** Statements of responsibility relating to the edition in hand are given, in accordance with the provisions of 1.5, in the edition area when found on the title page of the continuing resource being described. When found elsewhere in the continuing resource, they may be given in area 2 in square brackets or may be given in area 7. A note on statements of responsibility taken from outside the continuing resource may be given in area 7 (see 7.2.1).

**2.3.3** Statements of responsibility relating to the edition in hand (as described in 2.3.2), but that do not name or otherwise identify a person or corporate body, are given as part of the edition statement (see 2.1.2). Such statements often appear as explanatory phrases.

**2.3.4** Parallel statements of responsibility relating to the edition may be given, preceded by a space, equals sign, space.

## **2.4 Additional edition statement**

**2.4.1** An additional edition statement is given

A) when the continuing resource being described carries a formal statement identifying it as belonging to an edition within an edition, or to an edition that is equivalent to the first named edition,

or

B) when the resource has significant differences in content from other impressions of the larger edition to which it belongs.

e.g. . – English ed., 2nd ed.

**2.4.2** Additional edition statements are transcribed in accordance with the provisions of 2.1.2 and 2.1.3.

**2.4.3** Additional edition statements naming an unchanged impression may be given.

**2.4.4** Parallel additional edition statements may be given, preceded by a space, equals sign, space.

## **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.

**2.5.2** Parallel statements of responsibility following an additional edition statement may be given, preceded by a space, equals sign, space.

### **3 MATERIAL (OR TYPE OF PUBLICATION) SPECIFIC AREA**

#### **Introductory note**

This area contains data unique to a particular class of material or type of publication. For continuing resources this area is used to record chronology and/or enumeration, as well as to record mathematical data for materials covered by the ISBD(CM), to record the special music format for materials covered by the ISBD(PM), and to record basic resource characteristics of an electronic resource for materials covered by the ISBD(ER).

When a continuing resource is a combination of material and type of publication for which area 3 is used (e.g. an electronic serial), area 3 is repeatable.

When area 3 is repeated, the area 3 that is related to the subject content of the continuing resource (e.g. scale information of cartographic material) is given first; the area 3 for serials (numbering information) is given last. Between these two is interposed any other type of area 3 (e.g. designation of resource for electronic resources).

. – Scale 1:650,000 (W 94°3'–W 88°49'/N33°1'–N 28°55'). –  
1981-

. – Score and parts. – No. 1-

. – Electronic text data. – Vol. 3, no. 4 (Apr. 1996)-

. – Scales differ. – Electronic map data. – No. 1-

<b>Contents</b>	3.1	Numbering
	3.2	Special music format (Printed music)
	3.3	Mathematical data (Cartographic material)
	3.4	Type and extent of resource (Electronic resources)

#### **Punctuation pattern**

Precede each occurrence of this area with a point, space, dash, space ( . – ).

#### **3.1 Numbering<sup>12</sup>**

#### **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 generally is not applicable.

The dates given in area 3 may or may not be identical with the dates of publication given in area 4.

When the description is being made from an intermediate issue or part, numbering of the first and/or last issue or part may be given in area 3, enclosed in square brackets, if found in another source. If such a source of the numbering of the first and/or last issue or part is not available, any information about the first and/or last issue or part may be given in area 7 (see 7.3.2). The area is omitted if a source of the numbering of both the first and last issues or parts is not available. When the description is not based on the first and/or last issue or part, information about the issue(s) or part(s) used is given in area 7 (see 7.10.1).

Numbering data other than that relating to the first and/or last issue or part may also be given in area 7 (see 7.3.1, 7.3.4).

## Punctuation pattern for numbering

- A. A hyphen (-) after the number and/or date of the first issue or part of the serial links this numbering to the number and/or date of the last issue or part of the serial, or indicates that the serial is continuing. If only the number and/or date of the last issue or part is given, precede the number and/or date by a hyphen (-).<sup>13</sup>
- B. When there is an issue or part number and a date, the date is enclosed in parentheses ( ) after the number unless the number is a division of the date (see 3.1.3).
- C. The second and each subsequent system of numbering used in the same issues as the first one is preceded by a space, equals sign, space (=).
- D. The number of the first issue or part of a new sequence of numbering that does not include a statement of the new sequence is preceded by a space, semi-colon, space ( ; ).
- E. The designation of each new sequence of numbering is preceded by a space, semi-colon, 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)-

-number of the last issue or part (date of the last issue or part)

Number of the first issue or part-number of the last issue or part = other  
number of the first issue or part-other number of the last issue or part

Number of the first issue or part-number of the last issue or part ; number of  
the first issue or part using a new sequence of numbering-number of its last  
issue or part

Number of the first issue or part-number of the last issue or part ; statement  
of the new sequence (if any), number of its first issue or part-number of its  
last issue or part

## Prescribed source

The whole continuing resource, national bibliographies

### 3.1.1 Transcription

**3.1.1.1** Numbering data are transcribed in the form and order given in the issue or part, except that arabic numerals are substituted for other numbers or spelled-out numerals. These are given with the designation of issue or part, if any, or equivalent in a standard abbreviated form. Standard abbreviations are used in place of words.

- |      |                   |                                |
|------|-------------------|--------------------------------|
| e.g. | . – Bd. 1-        | . – 2 <sup>e</sup> trim. 1973- |
|      | . – Vol. 1-       | . – 1969-                      |
|      | . – Pt. 1-        | . – 1. köt.-                   |
|      | . – 15 Jan. 1970- | . – 1974 febr.-                |
|      | . – Mai 1972-     | . – 1980/1981-                 |
|      | . – 1916 ed.-     |                                |

Incomplete, inaccurate, or misspelled data are completed or corrected by inserting the missing element(s) or by giving the correct version, enclosed in square brackets (see also 0.10).

- |      |                               |
|------|-------------------------------|
| e.g. | . – [19]76-                   |
|      | . – Vol. 1 ([19]83)-          |
|      | . – 1986 [i.e. 1968]-         |
|      | . – Vol. 20 [i.e. 21] (1846)- |

**3.1.1.2** Dates not of the Gregorian calendar are recorded as given in the prescribed source of information. The equivalent dates of the Gregorian calendar are added in square brackets if they do not appear on the continuing resource.

- |      |  |
|------|--|
| e.g. | . – 1353 [1979]-                           |
|      | . – N° 1 (22 haha 85 E.P. [27 oct. 1957])- |
|      | . – N° 1 (3 niv. an 6 [23 déc. 1797])-     |

**3.1.2** 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.

- |      |             |
|------|-------------|
| e.g. | . – Vol. 1- |
|      | . – Bd. 1-  |
|      | . – 1925-   |
|      | . – 1936-   |

**3.1.3** 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.

- |      |                                |
|------|--------------------------------|
| e.g. | . – Vol. 1, no. 1 (Jan. 1971)- |
|      | . – Vol. 1 (1960)-             |

However, when the number is a division of the date, the number is generally given after the date.

- |      |                              |
|------|------------------------------|
| e.g. | . – 1971, no. 1 (Jan. 1971)- |
|      | . – 1967, no. 1-             |
|      | . – [19]85, 1-               |

*Editorial comment:* Numbering appears on issue as 1-85

**3.1.4** 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.

- e.g. . – Bd. 5 (1957/63)-  
. – 6 (1963)-

**3.1.5** When there are designations in more than one language and/or script in the issue or part, the designation appearing in the language and/or script of the title proper or, if this criterion does not apply, the first is given in area 3. The parallel designations may also be given preceded by a space, equals sign, space.

- e.g. . – Vol. 20-  
or . – Vol. 20- = T. 20- = Bd. 20-

**3.1.6** When on the issue(s) or part(s) being described a single numbering system contains more than one numbering and/or dates in different calendars, all the numbers and designations are given in area 3.

- e.g. . – Bd. 1, Nr. 1 (Frühling 1970)- = Nr. 1-  
. – Vol. 6, no. 2 = Vol. 13, no. 3 (Mar. 1969)-

*Editorial comment:* Each issue continues the numbering of the two predecessor titles

- . – 1976, broj 1 (1 siecanj = 1 jan.)-  
. – N° 1 (13 sept. 1797 = 27 fruct. an 7)-

**3.1.7** 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.

- e.g. . – Vol. 1, no. 1 (Jan. 1971)-vol. 5, no. 12 (Dec. 1975)  
. – Bd. 1-Bd. 70  
. – 1936-1965  
. – 1971, no. 1 (Jan. 1971)-1975, no. 12 (Dec. 1975)  
. – [19]85, 1-[19]93, 3  
. – Bd. 5 (1957/63)-Bd. 6 (1964/70)  
. – Bd. 1, Nr. 1 (Frühling 1970)-Bd. 6, Nr. 3 (Winter 1975) = Nr. 1-Nr.  
24  
. – -årg. 38, n:r 4 (26. mars 1892)  
. – N° 188 (22 oct. 1796 = 1<sup>er</sup> brum. an 5)-n° 500 (4 sept. 1797-18 fruct. an 5)  
. – N° 1 (15 clinamen 77 E.P. [6 avr. 1950])-n° 28 (1<sup>er</sup> absol 85 E.P. [8 sept. 1957])  
. – Vol. 1, pt. 1 (Dec. 1989)

*Editorial comment:* Only issue published

**3.1.8** 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.

- e.g. . – 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-

**3.1.9** When describing a sub-series or a supplement/inset with a dependent title (see 1.1.5.2), the numbering of the sub-series or of the supplement/inset is given in area 3. The numbering of the main series is given in area 6, or if this does not apply, a note on the numbering relating to the main series or to the main continuing resource is given in area 7 (see 7.3.3, 7.6.3).

e.g. Dunántúli tudományos gyűjtemény. Series geographica

*Editorial comment:*

In area 3: . – 31. sz.

In area 6: . – (Dunántúli tudományos gyűjtemény; 58 sz.)

**3.1.10** In describing a facsimile reprint or other photographic reproduction, the elements of area 3 are the numbers and/or dates of the original serial.

### **3.1.11 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.

e.g. . – [Pt. 1]-

*Editorial comment:* Subsequent issues numbered Part 2, Part 3, etc.

. – [No. 1]-

. – [1968]-

*Editorial comment:* An annual report for which chronological designation is more appropriate

## **3.2 Special music format (Printed music)**

**3.2.1** The printed music specific statement indicates the special music format of a work, distinguishing it from other formats of the same work.

**3.2.2** The instructions in ISBD(PM) area 3 are followed for recording the special music format.

## **3.3 Mathematical data (Cartographic material)**

**3.3.1** The mathematical data area gives information on scale, projection, coordinates, and equinox of a cartographic work.

**3.3.2** The instructions in ISBD(CM) area 3 are followed for recording the mathematical data.

### **3.4 Type and extent of resource (Electronic resources)**

**3.4.1** The type and extent of resource area describes the basic resource characteristics of an electronic resource. These characteristics include: (a) designation of type of resource, and (b) information on the extent of the resource. This area is mandatory for an electronic resource that is available by remote access. It also may be given for an electronic resource that is available by local access.

**3.4.2** The instructions in ISBD(ER) area 3 are followed for recording the type and extent of resource data.

## **4 PUBLICATION, DISTRIBUTION, ETC., AREA**

### **Introductory note**

In this area there can be included all persons or organizations with (commercial) responsibility for the physical production and distribution of a continuing resource.

<b>Contents</b>	
4.1	Place of publication and/or distribution
4.2	Name of publisher and/or distributor
4.3	Statement of function of distributor
4.4	Date of publication and/or distribution
4.5	Place of printing or manufacture
4.6	Name of printer or manufacturer
4.7	Date of printing or manufacture

### **Punctuation pattern**

- A. The publication, distribution, etc., area is preceded by a point, space, dash, space ( . – ).
- B. A second or subsequent place is preceded by a space, semi-colon, space ( ; ).
- C. Each name is preceded by a space, colon, space ( : ).
- 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 the continuing resource links this date to the date of the last issue or part or of the last iteration of the continuing resource, or indicates that the resource is continuing.
- H. The place of printing or manufacture, name of the printer or manufacturer and date of printing or manufacture are enclosed in one pair of parentheses ( ( ) ). Within the parentheses, the same punctuation is used as in B, C, and F.

### **Examples**

- . – Place of publication : name of publisher, date
- . – Place of publication ; place of publication : name of publisher, date  
(place of printing : name of printer, date)
- . – Place of publication : name of publisher ; place of publication : name of publisher, date
- . – Place of publication = parallel statement of place of publication : name of publisher, date
- . – Place of publication : name of publisher = parallel statement of place of publication : parallel statement of name of publisher, date

- . – Place of distribution : name of distributor [function], date (place of manufacture : name of manufacturer, date)
- . – Place of publication : name of publisher, date (place of printing : name of printer)

### **Prescribed source**

The whole resource

**4.0** The publication statement is that of the continuing resource being described. In describing a facsimile reprint or other photographic, micrographic, or digitized reproduction, the publication statement of the reproduction is given in the publication, distribution, etc., area. The publication statement of the original is given in area 7 (see 7.2.4.2).

For integrating resources, the date of publication of the first and/or last iteration is given in area 4 and other dates are given in area 7 (see 7.4.2.2).

#### **4.1 Place of publication and/or distribution**

**4.1.1** The place of publication and/or distribution is the name of the town or other locality associated in the continuing resource with the name of the publisher (or principal publisher if more than one name appears) or distributor (see 4.2). If no publisher or distributor is named, it is the place from which the continuing resource was issued or distributed.

**4.1.2** If the information appearing in the continuing resource is known to be incorrect, a correction may be supplied in square brackets (see 0.10) or given in area 7 (see 7.4.1).

**4.1.3** When more than one place is associated with the name of a single publisher or distributor, the place made more prominent by typography is given or, if there is no typographical distinction, the place name that appears first is given. (see also 4.2.1). 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.

**4.1.4** A second or subsequent place may be given.

**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 4.2.3).

e.g. . – Lausanne [etc.] : Payot

**4.1.6** When the names of more than one publisher are given, the place of publication for each publisher is given immediately before the name, unless it is the same as that of the first-named publisher.

**4.1.7** When both a publisher and a distributor are given, the place of distribution is given if it differs from the place of publication.

**4.1.8** The place of publication and/or distribution is given in the orthographic form and the grammatical case in which it appears in the continuing resource.

e.g. . – V Praze

**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 or distribution. It is enclosed in parentheses if transcribed from the prescribed source of information or in square brackets if transcribed from another source.

- e.g. . – London (Ontario)  
          . – Cambridge [England]  
          . – Cambridge (Mass.)  
          . – Santiago [Chile]

If it is considered necessary for identification, the full address of the publisher or distributor is added to the place name, enclosed in parentheses.

- e.g. . – Paris (66, avenue de Versailles, 75016)

**4.1.10** If it is considered necessary for identification, an alternative or corrected version of the place name is supplied (see 0.10), enclosed in square brackets.

- e.g. . – Christiania [i.e. Oslo]

**4.1.11** When the name of the place of publication or distribution appears in the continuing resource in more than one language and/or script, the form of the name in the language or 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.

**4.1.12** Parallel statements may be given, preceded by a space, equals sign, space (=). If these are not given, no indication is made of the omission.

- e.g. . – Genf = Genève

**4.1.13** When a place of publication or distribution does not appear anywhere in the continuing resource, 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.

- e.g. . – [Hamburg?]

**4.1.14** When the name of a city or town cannot be given, the name of the state, province, or country is given, according to the same stipulations as are applicable to the names of cities or towns.

- e.g. . – Canada

*Editorial comment:* Known as place of publication; appears in  
prescribed source

- . – [Surrey]

*Editorial comment:* Known as place of publication; appears outside  
prescribed source

- . – [Guatemala?]

*Editorial comment:* Probable, but uncertain, place of publication

**4.1.15** When no place can be given, the abbreviation “s.l.” (*sine loco*) or its equivalent in another script is supplied, enclosed in square brackets.

- e.g. . – [S.I.]  
          . – [Б.М.]

#### **4.1.16 Change of place of publication and/or distribution**

**4.1.16.1. Serials.** If the place of publication and/or distribution changes on subsequent issues or parts, the later place is given in a note (see 7.4.2.1) when necessary for identification or otherwise considered important to users of the catalogue.

**4.1.16.2. Integrating resources.** If the place of publication and/or distribution changes on subsequent iterations, the description is changed and the earlier place is given in a note (see 7.4.2.2) when necessary for identification or otherwise considered important to users of the catalogue.

#### **4.2 Name of publisher and/or distributor**

**4.2.1** When more than one publisher is named in the continuing resource, 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 4.2.7).

**4.2.2** Second and subsequent publishers may be given.

**4.2.3** When second or subsequent publishers are omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets (see also 4.1.5).

e.g. . – Lausanne : Payot [etc.]

**4.2.4** When the names of both a publisher 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 in any other source, it may be given in area 7 (see 7.4.1). If only the distributor is named, this must be given.

**4.2.5** The name of a publisher or distributor may be given in a shortened form, provided it can be understood and identified without ambiguity.

**4.2.6** When the name of the publisher or distributor appears in full in area 1, either the full form may be repeated in area 4, or an abbreviated form or identifying phrase may be given there. No square brackets are used for such shorter forms given in place of the full form, even if the shorter form is not shown in the prescribed source of information.

e.g. Liste des périodiques reçus au Centre national des recherches agronomiques. – Versailles : C.N.R.A.

**4.2.7** When the name of a publisher or distributor appears in the continuing resource in more than one language and/or script, the form of the name in the language or 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.

**4.2.8** Parallel statements may be given, preceded by a space, equals sign, space. If these are not given, no indication is made of the omission.

e.g. . – Bern : Bundeskanzlei = Chancellerie fédérale

**4.2.9** The name of the printer is not given as a substitute for the name of an unknown publisher or distributor. However, when a person or corporate body combines the activities of printing or manufacturing and publication or distribution, or when the responsibility is uncertain, a named printer is assumed to be also the publisher.

e.g. . – London : Oxford University Press  
. – Paris : Imprimerie nationale

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

e.g. . – [S.I. : s.n.]  
. – London : [s.n.]

#### 4.2.11 Change of name of publisher and/or distributor

**4.2.11.1 Serials.** If changes occur in the name of the publisher and/or distributor on subsequent issues or parts, the name of the later publisher and/or distributor is given in a note (see 7.4.2.1) when necessary for identification or otherwise considered important to users of the catalogue.

**4.2.11.2 Integrating resources.** If changes occur in the name of the publisher and/or distributor on subsequent iterations, the description is changed to reflect the latest iteration and the earlier name(s) are given in a note (see 7.4.2.2) when necessary for identification or otherwise considered important to users of the catalogue.

#### 4.3 Statement of function of distributor

**4.3.1** When the prescribed source of information includes as an integral part of the publication statement an indication of the function performed by the distributor, the statement is transcribed in full.

e.g. . – Montréal : Editions HRW ; Paris : diffusion, A. Lecot

**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.

e.g. . – Cincinnati : National Directory Service ; Oxford : Vacation Work  
[distributor]  
. – London : Longman ; [Paris : A. Colin, distributor]  
. – Ottawa : Oak Lane Software : Information Insights [distributor]

#### 4.4 Date of publication and/or distribution

**4.4.1** The publication, distribution, etc., area contains dates relating to the publication history of the continuing resource.

**4.4.2 Serials.** For serials, the dates of publication are the year(s) of publication of the first issue or part and of the final issue or part. They may correspond to the date(s) of coverage given in area 3 and may be identical to those date(s).

The date of publication of the first issue or part is given, followed by a hyphen. When describing a completed serial, the dates of publication of the first issue or part and the last issue or part are given, separated by a hyphen. When describing a completed serial for which the first issue or part is not available, the date of publication of the last issue or part is given if known, preceded by a hyphen.

e.g. , 1965-  
*In area 3: Vol. 5, no. 7 (July 1963)-*

, 1936-1960

*In area 3:* Vol. 1, no. 1 (winter 1936)-vol. 24, no. 4 (winter 1959-60)

, -1896.

*In area 3:* -vol. 47, no. 121 (Aug. 29, 1896)

, 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); *no further issues published*

When the description is being made from issues or parts other than the first and/or last, the date(s) of publication of the first and/or last issue or part may be given in area 4 enclosed in square brackets if found in a national bibliography or other source or if they can be readily ascertained (see 4.4.8).

If the date(s) of publication of the first and/or last issue or part are not available, omit them from area 4. In such a case, information about the dates of publication may be given in area 7 (see 7.4.1).

**4.4.3 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.

**Updating loose-leaves.** The beginning date of publication that is given is the year that the edition, revision, etc., was first published. When describing a completed updating loose-leaf, the date ceased that is given is the date that appears on the chief source; if readily available, the date of the last update also is given.

e.g. , 1990-1995 [last updated 1999]

**4.4.4** Dates of the Gregorian calendar are given in arabic numerals. Dates not of the Gregorian calendar are given as they appear in the prescribed source of information, with the equivalent date of the Gregorian calendar added in square brackets when it can be established.

e.g. , 1374 [2000]

When dates in different calendars appear in the continuing resource, all dates are given, separated by a space, equals sign, space.

e.g. , an III-an IV = 1795-1796

**4.4.5** When the date that appears in the prescribed source of information is known to be incorrect, it is transcribed as it appears and a correction is given in square brackets.

e.g. , 1905 [i.e. 1950]-1970

**4.4.6** When no date of publication or distribution is available, the copyright date or date of printing is given in its place. Both dates are indicated as such.

e.g. , 1960 printing-  
, cop. 1970-

For serial sound recordings, "p" (phonogram) dates are transcribed as:

e.g. , p 1985-

**4.4.7** A copyright date is added to the date of publication or distribution when considered important to users of the catalogue.

**4.4.8** If the date of publication or distribution, the copyright date, or the date of printing is not available, the date or approximate date of publication is given in square brackets if it can be readily ascertained.

e.g. , [1969?]-

, [196]-

, [ca. 1835]-

**4.4.9** Irregularities in the dates of publication of a continuing resource are indicated in area 7 (see 7.4.1).

**4.5 Place of printing or manufacture**

&

**4.6 Name of printer or manufacturer**

**4.5.1 & 4.6.1** The place of printing or manufacture and the name of the printer or manufacturer must be given when they appear in the continuing resource being described and both the place of publication or distribution and the name of the publisher or distributor are unknown. When the information is taken from outside the continuing resource it is enclosed in square brackets.

e.g. , 1974- ([Manchester : Unity Press])

. – [S.l. : s.n.], 1980- (Asnières : Kopp et Lahure)

**4.5.2 & 4.6.2** When the place of printing or manufacture and the name of the printer or manufacturer appear in the continuing resource, they may be given in addition to either one or both of the following: the place of publication or distribution and the name of the publisher or distributor.

**4.5.3 & 4.6.3** When multiple places of printing or manufacture and multiple names of printers or manufacturers are given, the same punctuation is used as for multiple places of publication or distribution and multiple names of publishers or distributors.

**4.7 Date of printing or manufacture**

**4.7.1** When the date of printing or manufacture is given in place of the date of publication or distribution (see 4.4.7), it is not repeated here.

**4.7.2** When the date of printing or manufacture differs from known dates already given (date of publication or distribution, or copyright date), the date of printing or manufacture may also be given.

**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 may be added to clarify the date.

e.g. . – Budapest : Akadémiai K., 1977- (Debrecen : Alföldi Ny., 1978- )

. – Paris : F. Nathan, 1976 (printed in 1977)-

**4.8 Changes**

**4.8.1** The instructions in 4.1.16 are followed for changes in the place of publication and/or distribution, and those in 4.2.11 are followed for changes in the name of publisher and/or distributor.

## 5 PHYSICAL DESCRIPTION AREA

<b>Contents</b>	5.1 Specific material designation and extent
	5.2 Other physical details
	5.3 Dimensions
	5.4 Accompanying material statement ( <i>optional</i> )

### Punctuation pattern

- A. The physical description area is preceded by a point, space, dash, space ( . – ).
- B. The other physical details statement is preceded by a space, colon, space ( : ).
- C. The dimensions statement is preceded by a space, semi-colon, space ( ; ).
- D. The 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 and extent : other physical details statement ;  
dimensions + accompanying material statement (extent of accompanying  
material : other physical details of accompanying material ; dimensions  
of accompanying material)
- . – Specific material designation and extent

### Prescribed source

The whole resource

#### 5.1 Specific material designation and extent

**5.1.1** The specific material designation identifies the particular class of material to which the continuing resource belongs and is given in the language chosen by the bibliographic agency (see also 2.1.5.2).

**5.1.2** For completed continuing resources the specific material designation is preceded by the number of bibliographic units, using arabic numerals.<sup>14</sup>

**5.1.3** **Printed serials.** A printed serial is described as instructed in the ISBD(M) using the specific material designation “volume”, “number”, or “part”, as appropriate, or the equivalent term in the language of the bibliographic agency. The designations are given in their standard abbreviated forms. In the case of serials in progress, or for completed serials for which the number of bibliographic items cannot be determined, the specific material designation is given by itself.

- e.g.     . – 90 vol.  
          . – 120 no.  
          . – 17 pties  
          . – vol.  
          . – pt.

**5.1.4 Updating loose-leafs.** An updating loose-leaf that is still in progress is described as *vol. (loose-leaf)* or using the equivalent terms in the language of the bibliographic agency. An updating loose-leaf that has been completed is described as *1 vol. (loose-leaf)*, *2 vol. (loose-leaf)*, etc., as appropriate, or using the equivalent terms in the language of the bibliographic agency.

e.g. . – 3 vol. (loose-leaf)

**5.1.5 Nonprint continuing resources.** A nonprint continuing resource is described as instructed in the ISBD appropriate to the type of material.

e.g. . – 33 microfiches  
. – 5 filmstrips  
. – sound discs  
. – electronic tape cassettes  
. – 3 microfilm reels

## 5.2 Other physical details

The instructions in the ISBD appropriate to the type of material are followed when giving information on other physical details.

e.g. . – 3 microfilm reels : ill.  
. – vol. : ill., maps  
. – no. : plans  
. – 33 microfiches : chiefly ill.  
. – 15 vol. : ill. (some col.)  
. – videocassettes : sd., col.  
. – sound discs : 33 1/3 rpm, stereo  
. – electronic optical discs : col. ; 12 cm

Information on other physical details may be given in area 7 (see 7.5).

## 5.3 Dimensions

The instructions in the ISBD appropriate to the type of material are followed when giving information on dimensions.

e.g. . – vol. : ill., maps ; 18 cm  
. – no. ; 21 x 30 cm  
. – videocassettes : sd., col. ; 1/2 in.  
. – sound discs : 33 1/3 rpm, stereo ; 30 cm

If the dimensions of the continuing 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).

## **5.4 Accompanying material statement (*optional*)**

**5.4.1** The instructions in the ISBD appropriate to the type of material are followed when recording information about accompanying material.

- e.g. . – vol. : ill. ; 31 cm + weekly price list  
. – vol. : ill. ; 28 cm + electronic disks (sd., col. ; 9 cm)  
. – 47 vol. : ill., maps ; 27 cm + 114 microfiches (11 x 15 cm)

**5.4.2** The title and statement of responsibility of the accompanying material (e.g. an inset) or other characteristics may be given in area 7 (see 7.5; see also 1.5.4.3).

**5.4.3** Accompanying material may also be described independently, by a note in area 7, or by the multi-level method of description (see Appendix A).

## **6      SERIES AREA**

### **Introductory note**

Area 6 is used only when all the issues or parts or all the iterations of the continuing resource are published (or are intended to be published) in the same series or sub-series. In other cases the series or sub-series statement(s) may be given in area 7 (see 7.6.1).

When all issues or parts or all iterations of a continuing resource are published (or are intended to be published) in more than one series or sub-series, the area is repeated. 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 in the chosen source.

The title proper of the series or sub-series corresponds to the title proper of the bibliographic description for the series or sub-series itself when it is described as a continuing resource. See area 1 for all stipulations regarding the title proper (see also 0.3.3.1).

<b>Contents</b>	
6.1	Title proper of series or sub-series
6.2	Parallel title of series or sub-series
6.3	Other title information of series or sub-series
6.4	Statements of responsibility relating to the series or sub-series
6.5	International Standard Serial Number of series or sub-series
6.6	Numbering within series or sub-series

### **Punctuation pattern**

- A.     The series area is preceded by a point, space, dash, space ( – ).
- B.     Each series statement or each sub-series statement is enclosed in parentheses ( ( ) ).
- C.     A second and each subsequent series or sub-series statement is preceded by a space.
- D.     Each parallel title 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, semi-colon, 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 or sub-series is preceded by a space, semi-colon, space ( ; ).
- J.     The section or sub-series designation or dependent title following a common title is preceded by a point, space ( . ).
- K.     The dependent title following a section or sub-series designation is preceded by a comma, space ( , ).

### **Examples**

- . – (First series) (Second series)
- . – (First sub-series) (Second sub-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)
- . – (Title proper of series, ISSN ; numbering within series = parallel numbering within series)
- . – (Title proper of sub-series = Parallel title of sub-series, ISSN ; numbering within sub-series)
- . – (Title proper of series, ISSN ; numbering within series = Parallel title of series, ISSN ; parallel numbering within series)
- . – (Title of series. Title of sub-series ; numbering within sub-series)
- . – (Title of series. Title of sub-series / statement of responsibility relating to sub-series, ISSN of sub-series ; numbering within sub-series)

### **Prescribed source**

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

#### **6.1 Title proper of series or sub-series**

**6.1.1** The title proper of the series or sub-series is given as it is found in the prescribed source of information.

- e.g. . – (Acta Universitatis Stockholmiensis)  
. – (Lecture notes in artificial intelligence)  
*Note in area 7:* The main series: Lecture notes in computer science

When the title of the sub-series is dependent, the title proper of the sub-series is made up of the title of the main series, followed by the sub-series designation and/or the title of the sub-series. The title of the main series is not repeated in area 7.

- e.g. . – (Collection Armand Colin. Section de droit)  
. – (Acta Universitatis Carolinae. Philologica)

**6.1.2** The choice and transcription of the title proper of the series or sub-series are made according to the provisions in area 1 (see 1.1.4-1.1.5).

**6.1.3** When the key title of the series or sub-series differs from the title proper, it is given in a note (see 7.6.4).

## **6.2 Parallel title of series or sub-series**

When the title proper of the series or sub-series appears in the issue(s) or part(s) or in the iteration(s) being described in more than one language and/or script, the parallel series or sub-series title(s) may be given (see also 1.3.3.1). Parallel titles of series or sub-series are included when necessary for identification or otherwise considered important to users of the catalogue.

e.g. . – (Материалы к познанию фауны и флоры СССР = Contributions pro fauna et flora URPSS = 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)

## **6.3 Other title information of series or sub-series**

**6.3.1** Other title information or parallel other title information relating to the series or sub-series is given when necessary for identification of the series or otherwise considered important to users of the catalogue.

e.g. . – (Collection I.P.N. : les industries, leurs productions, leurs nuisances)

**6.3.2** The edition statement relating to a series or sub-series is treated as other title information. It is given according to the provisions of area 2.

e.g. . – (Sammlung Göschen : 2. Ausg.)

## **6.4 Statements of responsibility relating to the series or sub-series**

When the title proper of the series or sub-series is a generic term, the first statement of responsibility is *mandatory*.

e.g. . – (Mededeling / Instituut voor Toegepast Biologisch Onderzoek in de Natuur)

In other cases, the first and subsequent statements of responsibility are given when they appear in the prescribed source of information and are necessary for identification of the series or sub-series or otherwise considered important to users of the catalogue.

Parallel statements of responsibility may be given, each preceded by a space, equals sign, space (=).

## **6.5 International Standard Serial Number of series or sub-series**

The International Standard Serial Number (ISSN) relating to the series or sub-series is given when it is known and is transcribed in accordance with the relevant standard (see also 8.1.2).

e.g. . – (Actualités scientifiques et industrielles, ISSN 0365-6861)

In cases when the title of the sub-series is dependent on the main series, the ISSN of the main series is omitted but may be given in area 7 (see 7.6.2).

e.g. . – (Dunántúli tudományos gyűjtemény. Series historica, ISSN 0475-9923)  
*Note in area 7: ISSN of the main series: ISSN 0475-9915*

## **6.6 Numbering within series or sub-series**

**6.6.1** When all issues or parts or all iterations of a continuing resource within a series or sub-series 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.

The numbering within the series or sub-series is given in the terms in which it appears in the prescribed source of information. Standard abbreviations may be used. Arabic numerals are substituted for other numerals or spelled out numbers.

e.g. . – (Public Health Service publication ; no. 1124)

In case of a dependent sub-series, the numbering of the series is omitted, and an appropriate note or the correlation between the numbering of the main series and the numbering of the sub-series, may be given in area 7 (see 7.6.3).

**6.6.2** When in the course of the publication of the continuing resource the numbering within the series or sub-series varies, this may be stated in area 7 (see 7.6.3).

**6.6.3** If the numbering appears in more than one language, it is given following the title proper or parallel title in that language, as appropriate.

**6.6.4** When the issues or parts or the iterations carry multiple numbering systems, all numberings are given (see 3.1.6).

## 7 NOTE AREA

### Introductory note

Notes can deal with any aspect of the bibliographic history and physical make-up of the continuing resource being described and its contents.

Notes, by their nature, cannot be enumerated exhaustively, but can be categorized in terms of the areas of the ISBD(CR). In addition to notes relating to these areas, there may be notes relating to the description of the continuing resource that do not correspond to any of the areas of the ISBD(CR), for example, notes on the nature, scope, etc., of the continuing resource.

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 continuing resource titles to be given in the citation is the key title and ISSN. Where these are not known, the other continuing resource should be cited by title proper or, exceptionally, in a form appropriate to the context for which the ISBD(CR) record is being prepared (for example, the heading and title under which the continuing 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.

Notes and the way in which they are presented are optional except where stated to be *mandatory* (provided that the information is available). Two or more notes may be combined into a single note when considered appropriate by the bibliographic agency.

e.g. Note: Description based on: Vol. 1, no. 2 (summer 1966); title proper taken from cover

For information on notes that are relevant to a particular type of material (e.g. electronic serials), see the ISBD appropriate to that type of material (e.g. ISBD(ER)).

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*.

<b>Contents</b>	7.0	Frequency statement
	7.1	Notes on the title and statement of responsibility area
	7.2	Notes on the edition area and the bibliographic history of the continuing resource
	7.3	Notes on the numbering area
	7.4	Notes on the publication, 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 standard number and terms of availability
	7.9	Notes on nature, scope, etc.
	7.10	Notes on the item described
	7.11	Other notes

### Punctuation pattern

Each note is separated from the next one by a point, space, dash, space (.-.). These are 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 ( / ).

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 Frequency statement

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

- e.g. 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 a note if it is necessary to convey some additional information.

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

Changes in the frequency of a continuing resource may be given in a note.

- e.g. Quarterly as from 1975, no. 1-

## **7.1 Notes on the title and statement of responsibility area**

## **7.1.1 Notes on the title proper**

**7.1.1.1** For printed continuing resources a note (*mandatory*) is given on the source of the title proper if it is taken from a title-page substitute. For nonprint continuing resources, the source of the title proper is given as instructed in the ISBD appropriate to the type of material.

- e.g.      Note: Title proper taken from cover  
              Note: Title from binder

**7.1.1.2** Notes on variations of the title proper such as cover title, spine title, running title, title of an added title page, etc., are given when considered important to users of the catalogue.

- e.g. Note: Title on the cover: ... és játék

*Note:* Title from disc label: Journal of the U.S. House of Representatives

**Title proper:** Journal of the House of Representatives of the United States

*Note:* At head of title: Bizmap navigator

*Title proper:* Singapore yellow pages with electronic maps

*Note:* Some issues have also title in German: Hobbes OS/2 archiviert

*Title proper:* Hobbes archived OS/2

*Note:* Title bar title: Antarctic Meteorology Research Center home page

**7.1.1.3** When the title proper consists of or includes a set of initials or an acronym (see 1.1.3.3), a note on the variant or expanded form, taken from a source other than the title page of the continuing resource being described, may be given (see 1.4.3).

e.g. *Title proper:* IRLS

*Note:* Expanded form of title proper: Interrogation recording and location system

*Title proper:* K. en E.

*Note:* Expanded form of title proper: Kantoor en efficiency

When the title proper consists of or includes numbers (see 1.1.3.4), a note on the expanded form may be given.

e.g. *Title proper:* Le 01

*Note:* Expanded form of title proper: Le zéro un

**7.1.1.4** When the title proper consists solely of the name of a corporate body, a note of descriptive information taken from outside the continuing resource being described may be given (see 1.4.4).

e.g. *Title proper:* City Theatre

*Note:* Programme of performances for the season

#### **7.1.1.5 Changes to the title proper**

**7.1.1.5.1 Serials.** Major changes to the title proper of serials require a new description. For notes on major changes to the title proper of a serial resulting from or leading to changes in its bibliographic history, see 7.2.

Notes on *minor changes*<sup>15</sup> 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 1.1.4.2). A general note may be given when scattered issues or parts have a different title proper.

e.g. 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

#### **7.1.1.5.2. Integrating resources.** Notes are made on earlier titles of the same resource (see 1.1.7.1).

e.g. 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)

#### **7.1.1.5.3. Electronic serials.** Electronic serials that do not retain earlier titles are treated as integrating resources and a note is made of the earlier title(s).

e.g. All issues previously published under the title BMMR have been reformatted with the current title

#### **7.1.2** Notes on parallel titles and statements of other title information appearing on the title page may be given where they cannot be fitted into the description of area 1 (see 1.3.3.1, 1.4.5.3, and 1.4.5.5.1) ; where they are very long.

e.g. Issues for July-Aug. 1962--Sept.-Oct. 1966 have parallel title in Chinese: Wen hua

Issues for Oct. 1975- have parallel title in English: The half-yearly law review

(*English parallel title on earlier issues*: Law quarterly review)

#### **7.1.3** When the parallel titles and statements of other title information vary in the course of the publication of the serial being described, notes on the successive parallel titles and/or statement of other title information are given together with the numbering of respective issues or parts when considered important to users of the catalogue; alternatively, a note that parallel titles and/or other title information vary may be given (see 1.3.4 and 1.4.8). For integrating resources, the latest parallel title and statement of other title information may be given in area 1, and earlier information (including the lack of parallel title(s) on earlier iterations) is given in a note when considered important to users of the catalogue (see 1.3.4, 1.4.8).

#### **7.1.4 Notes on the statement of responsibility**

##### **7.1.4.1** These may include

statements of responsibility taken from outside the continuing resource being described (see 1.5.3.8, 1.5.5.2);

notes on variant or expanded names of persons or corporate bodies and pseudonyms (see 1.5.5.4, 1.5.5.12.2);

notes on persons or corporate bodies connected with the work, that cannot be fitted into other areas of the description (because, for example, their function is not specified, see 1.5.3.9);

e.g. *Note:* Issues [1]- compiled by: Truong Ky

notes on persons or corporate bodies connected with previous editions, but not with the edition in hand;

notes on parallel statements of responsibility that do not apply either to the title proper or to any of the parallel titles (see 1.5.5.11.1).

e.g. 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

**7.1.4.2** Notes on statements of responsibility relating to appendices and other supplementary matter appearing in the continuing resource being described but not on the title page may be given (see 1.5.4.3).

**7.1.4.3** Notes on the source of the statement of responsibility appearing elsewhere in the continuing resource being described but not on the title page may be given.

#### **7.1.4.4 Changes in statements of responsibility**

**Serials.** Notes on changes to the statement of responsibility, including minor changes to the form of name of a corporate body, that occur after the first or earliest issue or part are given when necessary for identification of the serial or otherwise considered important to users of the catalogue. Changes to the form of name of a corporate body to be considered *minor*<sup>16</sup> include, for example, *where linguistically applicable*:

articles, prepositions and conjunctions are substituted, added or deleted;  
spelling or punctuation is changed without affecting meaning;  
inflection of a word is changed, for example, from singular to plural form;  
order of elements in the name is changed.

**Integrating resources.** Notes on earlier statements of responsibility no longer present on the current iteration, or that appeared in a different form on an earlier iteration, are made when considered important to users of the catalogue. If the changes have been numerous, a general note may be given.

e.g. Editor varies

### **7.2 Notes on the edition area and the bibliographic history of the continuing resource**

**7.2.1** These 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 (see 2.1.5.3).

e.g. Revised edition issued every 6 months

A note on the statement of responsibility relating to the edition and taken from outside the continuing resource being described may be given.

#### **7.2.2 Changes to the edition area**

**7.2.2.1 Serials.** Changes in edition statements that occur after the first or earliest issues or parts are given in a note, when considered important to users of the catalogue (see 2.1.6).

**7.2.2.2 Integrating resources.** Earlier edition statements that are no longer present on the current iteration or that appeared in a different form on an earlier iteration are given in a note, when considered important to users of the catalogue (see 2.1.6).

**7.2.3 Bibliographic history.** Details of the bibliographic history of the resource being described may be given, if required, together with the numbering showing the link with other resource(s):

e.g. Rev. ed. of: Mental capacity : medical and legal aspects of the aging.  
1977

#### **7.2.4 Relationship to other continuing resources**

Details of the continuing resource's relationship to other continuing resources and to the other editions of the continuing resource, including the previous publication of reprints or re-issues, are given as follows:

##### **7.2.4.1 Translations**

When the continuing resource being described is known to be a translation of another continuing resource and is appearing subsequent to the publication of that continuing resource, the first note (*mandatory*) in area 7 is the title (or, where appropriate, the key title and ISSN) of the original continuing resource given in the form shown in the following:

e.g. Soviet radiochemistry  
*Note:* Translation of: Radiohimia = ISSN 0033-8311

For editions of a continuing resource appearing simultaneously in different languages, see 7.2.4.3.

##### **7.2.4.2 Reproductions**

When the continuing resource being described is an exact reproduction of another continuing resource – for example, a facsimile reprint or other photographic (or micro-) reproduction of a printed title, a sound cassette copy of a sound disc, a videotape reproduction of a motion picture, a digitized version – a note (*mandatory*) is given that the continuing resource being described is a reproduction (see 2.1.4.1, 3.1.10, 4.0). The title of the original continuing resource, when different from the title of the reproduction, the original place(s) of publication and the name of the publisher(s) are given; the frequency of the original continuing resource may also be given.

e.g. Le banquet. – Reprod. [en fac-sim.]. – No 1 (mars 1892)-no 8 (mars 1893). – Genève : Slatkine, 1971. – 23 cm  
*Note:* Reprint of the monthly publication, Paris : Librairie Rouquette

Le pianiste : [journal spécial, analytique et instructif]. – [Reprod. en fac-sim.]. – 1 (1833/34)-2(1834/35). – Genève : Minkoff, 1972. – Portr. ; 31 cm

*Note: Reprint of the monthly, later bimonthly,  
publication, Paris : H. Lemoine*

### **7.2.4.3 Resources with different editions**

When the continuing resource is one of two or more editions differing in partial content and/or language, give the name of the other edition(s). If the name of the other edition(s) is not readily available, a general note is made. If a continuing resource is published in more editions than can be named conveniently, a general note is made.

- e.g. Note: Also published in Early edition, 2-star edition, and 3-star edition  
Editorial comment: Title being described is Final edition

*Editorial comment:* Title being described is Final edition

Note: Also published in National edition

*Editorial comment:* Title being described is City edition

**Note:** Edition statement applies to program listings

*Editorial comment:* Published in multiple editions with identical editorial material; program listings apply to specific geographic areas

*Note:* Numerous editions

*Note:* Also appears in French and German

Note: English edition of: Bulletin critique du livre français = ISSN 0007-4209

*Editorial comment:* Title proper: New French books

Note: Issues 46- also available online

## 7.2.4.4 Continuation

When the continuing resource being described 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* continuing resource is given in the form:

**Continues:**

- e.g. 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* continuing resource is given in the form:

Continued by:

- e.g. Report of the General Manager for the year ... / presented to the Glasgow Corporation Transport Committee  
*Note: Continued by: Annual report of the General Manager – Transport Department, Glasgow Corporation = ISSN 0308-4140*

#### **7.2.4.5 Merger<sup>17</sup> (see also 7.2.4.7)**

When the continuing resource being described 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:

e.g. 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:

e.g. Transactions / British Ceramic Society

*Note:* Merged with: Journal of the British Ceramic Society = ISSN 0524-5133; to become: Transactions and journal of the British Ceramic Society = ISSN 0307-7357

Revista de actualidades, artes y letras

*Note:* Merged with: Gran vía; to become: Revista Gran vía de actualidades, artes y letras

Nordia tiedonantoja. Sarja A

*Note:* Merged with: Nordia tiedonantoja. Sarja B = ISSN 0359-2529; to become: Nordia tiedonantoja (1995) = ISSN 1238-2078

*Editorial comment:* ISSN 0359-2510 = Nordia tiedonantoja. Sarja A

Euro centre Suisse

*Note:* Merged with: L'exportation en pratique; to become: Commerce extérieur Suisse

#### **7.2.4.6 Split or separation<sup>18</sup>**

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:

- e.g. 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:

- e.g. 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 being described 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:

- e.g. Jeugdboekengids  
*Note:* Separated from: Boekengids

#### 7.2.4.7 Absorption (see also 7.2.4.5)

When the continuing resource being described 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:

- e.g. 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:

- e.g. 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.

- e.g. Philosophical magazine  
*Note:* Absorbed in 1827: Annals of philosophy = ISSN 0365-4915
- Marketing forum  
*Note:* Absorbed in 1975 by: Quarterly review of marketing = ISSN 0307-7667

#### **7.2.4.8 Continuing resources with supplements, inserts/insets**

When the continuing resource being described has supplement(s) and/or inserts/insets, a note of the title (or, when applicable, the key title(s) and ISSN(s)) of the supplement(s) and/or inserts/insets may be given.

- e.g. 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.

- e.g. *Note:* Eighth-10th eds. updated by quarterly and annual cumulative supplements  
*Note:* Numerous supplements

#### **7.2.4.9 Supplement to or insert/inset in:**

When the continuing resource being described is a supplement or insert/inset of another continuing resource, a note (*mandatory*) of the title (or, when applicable, the key title and ISSN) of the main continuing resource is given (see also 1.1.5.2).

- e.g. Advances in physics  
*Note:* Supplement to: Philosophical magazine = ISSN 0031-8086
- La lettre du maire (Paris). Textes et documents  
*Note:* Supplement to: La lettre du maire = ISSN 0395-0182
- Das kleine Blatt = La petite feuille = The leaflet  
*Note:* Supplement to: Der Kreis

Action transport

*Note:* Inset in: Transport public = ISSN 0249-5643

#### 7.2.4.10 Series with sub-series

When the serial being described is a series that has sub-series with independent titles, a note of the title(s) (or, when applicable, the key title(s) and ISSN(s)) of the sub-series published within the series may be given.

e.g. Documentos de la Facultad de Filosofía, Letras y Ciencias

*Note:* Sub-series: Cuadernos de geohistoria regional; Cuadernos de investigación social

When these sub-series are numerous, a general note about their existence may be given.

e.g. *Note:* Numerous sub-series

#### 7.2.4.11 Sub-series in ...

When the serial being described is a sub-series, details of the main series are given in area 6 (see Series statement) and not in area 7.

#### 7.2.5 Other relationships

Notes on particular relationships between one continuing resource and other continuing resources may be given, provided that the nature of the relationship, the title(s) (or, when applicable, the key title(s) and ISSN(s)) of the other continuing resource(s) are specified.

When two or more continuing resources are published together, each continuing resource is described separately; a note may be given with each description stating that two or more are published together.

e.g. La sucrerie belge ...

*Note:* Published with: Sugar industry abstracts

Sugar industry abstracts ...

*Note:* Published with: La sucrerie belge

Newsletter / Friends of Driftwood Public Library

*Note:* Vol. 4, no. 1- published in: Driftwood Public Library gazette

*Editorial comment:* Earlier issues published separately

#### 7.3 Notes on the numbering area

7.3.1 Details of numbering that have not been given in area 3 may be given in a note; alternatively, the reason for omission of such details in area 3 may be given (see 3.1).

e.g. *Note:* Suspended 1939-1945

*Note:* Unnumbered series

7.3.2 When the description is made from an intermediate issue or part of the serial, a note on the numbering of the first issue or part may be given. If the serial has ceased publication, but the last issue or part is not available at the time the description is made, a note on the numbering of the last issue or part may be given (see 3.1).

e.g. *Note:* Began with: Vol. 1, no. 1 (1972)

- . *Note:* Ceased with: Vol. 1, no. 6 (Oct. 1974)
- . *Note:* Began with: No. 1, published in 1968
- . *Note:* Ceased with vol. for 1982
- . *Note:* Began with: Vol. 1, no. 1 (May 1974); ceased with: Vol. 1, no. 6 (Oct. 1974)
- . *Note:* Began in 1962 and ceased in 1975.

**7.3.3** 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 3.1.9).

- e.g. *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)

**7.3.4** 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 3.1).

- e.g. *Note:* Vol. 29, no. 3-vol. 39, no. 2 omitted in numbering
- Note:* Numbering begins with no. 1 each year

#### **7.4 Notes on the publication, distribution, etc., area**

**7.4.1** These may include details of other publishers or distributors of the continuing resource, notes on variant publication, distribution, etc., information, irregularities, and additional dates.

- e.g. *Note:* Vol. 4 published in 1939, vol. 5 in 1946

#### **7.4.2 Changes to the publication, distribution, etc., area**

**7.4.2.1** **Serials.** Changes in the place of publication and/or the name of the publisher that occur after the first or earliest issue or part are given in a note, together with the numbering of the respective issues, when considered important to users of the catalogue. Where numerous changes have occurred, a general statement may be given (see 4.1.16.1, 4.2.11.1).

- e.g. *Note:* Published: Redwing [sic] (Minn.), 1864-1865; Le Sueur (Minn.), 1865  
    *Note:* Publication statement varies

#### **7.4.2.2 Integrating resources**

Earlier places of publication and/or names of publishers that are no longer present on the current iteration, or that appeared in a different form on earlier iterations, are given in a note, when considered important to users of the catalogue (see 4.1.16.2, 4.2.11.2).

- e.g. *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 continuing resource supplementing the formal statement given in area 5, a note on the accompanying material if this is not a regular feature of the continuing resource, and statements on particular physical peculiarities. For example, changes in the dimensions of a printed continuing resource may be recorded, giving the smallest and the largest size connected by a hyphen.

Notes also are made on earlier physical details that are no longer present in the current iteration of an integrating resource, when considered important to users of the catalogue.

- e.g.    *Note*: 21-30 cm  
          *Note*: Beginning with vol. 9, no. 1 (Jan. 1970) height is 38 cm  
          *Note*: Issued in 2 vol., 8th ed.-10th ed.; in 3 vol., 11th ed.-15th ed.;  
                      in 4 vol., 16th ed.-20th ed.; in 5 vol., 21st ed.-

## 7.6 Notes on the series area

**7.6.1**            When in the course of publication of the continuing resource being described, the continuing resource was published within two or more series or sub-series, the titles of these series or sub-series, or a general statement that such series or sub-series exist, may be given (see 6, Introductory note).

**7.6.2**            When the continuing resource being described is published within a sub-series with a distinctive title and in area 6 a sub-series statement is given, a note on the title and the ISSN of the main series may be given (see 6.1.1; see also 7.6.4).

When the continuing resource being described is published within a sub-series the title of which is dependent on the title of the main series and in area 6 an adequate sub-series statement is given, a note on the ISSN of the main series may be given (see 6.1.1).

**7.6.3**            A note on the numbering of the main series and/or the correlation between the numbering of the main series and the sub-series may be given (see 3.1.9, 6.6.1).

A note on the varying numbering of the series or the sub-series may be given (see 6.6.2).

- e.g.    *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 sub-series is given (see 6.1.3)

## 7.7 Notes on the contents

These may include the list of contents, notes on other inclusions, such as indexes, inserts/insets, bibliographies, separate physical units constituting the issue(s) or part(s) of the serial, etc.

- e.g.    *Note*: Includes: Bibliography of Northwest materials  
          *Note*: Indexes: Vols. 1-25 (1927-1951) in vol. 6, no. 1  
          *Note*: Contents: Vol. 1/1. Alphabetic index. 527 p. ; Vol. 1/2. Subject index. 300 p.

For multi-level description, e.g. for separate physical units constituting the issue(s) or part(s) or the iteration(s) of the continuing resource, see Appendix A.

## 7.8 Notes on the standard number and terms of availability

These may include notes of limited print run or limited distribution.

A note (*mandatory*) of an incorrect standard number is given when an incorrect number is found on the continuing resource being described (see 8.1.3).

## **7.9 Notes on nature, scope, etc.**

Notes on the nature, scope, and literary/artistic/physical form of the continuing resource may be given.

## **7.10 Notes on the item described**

**7.10.1 Serials.** This note is *mandatory* when the description of the serial is not based on the first issue or part published.

The numbering and the date of the issue or part used as the basis for the description are given. The numbering is recorded in the form it would have if recorded in area 3.

- e.g.    *Note:* Description based on: Vol. 3, no. 3 (May/June 1975)  
          *Note:* Description based on: 43 (19-6-1996)  
          *Note:* Description based on: 1964

A note on the latest issue or part consulted may be given if (a) it is known that the serial has ceased publication and the last issue or part is not in hand at the time the description is made and information about the last issue or part is not available from another source; (b) it is not known if issues or parts later than those in hand at the time the description was prepared have been published; (c) the description is changed to reflect information on later issues or parts; or, (d) it is desired to show the currency of the descriptive information.

- e.g.    *Note:* Latest issue consulted: Nr. 43 (Mai 2001)  
          *Note:* Description based on: 3rd ed. (1980). Latest issue consulted: 24th ed. (2001)  
          *Note:* Description based on and latest issue consulted: Vol. 5, no. 11 (Dec. 1977)

**7.10.2 Unnumbered monographic series.** If a description is made for the series itself, a note is given of the earliest analytic consulted and its date of publication, etc. If other analytics also have been consulted and the latest analytic can be identified, that analytic and its date of publication are also given.

- e.g.    *Note:* 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

**7.10.3 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.

- e.g.    *Note:* Description based on: 1994 ed., through update 10

**7.10.4 Remote access electronic resources.** A note is always made on the date on which the electronic resource was viewed for description.

- e.g.    *Note:* Viewed on Dec. 19, 1999  
          *Note:* Title from title bar (viewed on Jan. 13, 2000)

## **7.11 Other notes**

Any other notes particular to the description of a continuing resource considered important to users of the catalogue are given.

## **8 STANDARD NUMBER (OR ALTERNATIVE) AND TERMS OF AVAILABILITY AREA**

<b>Contents</b>	8.1	Standard number (or alternative)
	8.2	Key title
	8.3	Terms of availability and/or price ( <i>optional</i> )
	8.4	Qualifications ( <i>optional</i> )

### **Punctuation pattern**

- A. The standard number (or alternative) 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 the standard number (or alternative) or to the terms of availability and/or price is enclosed in parentheses ( () ).

### **Examples**

- . – ISSN = key title
- . – Price
- . – ISSN = key title : price
- . – ISSN (qualification) = key title : terms of availability : price  
(qualification)
- . – ISSN = key title : price (qualification)
- . – ISBN
- . – ISBN (qualification)
- . – ISBN : terms of availability : price
- . – ISBN (qualification) : price

### **Prescribed source**

Any source

#### **8.1 Standard number (or alternative)**

**8.1.1** The International Standard Serial Number (ISSN) or the International Standard Book Number (ISBN) assigned to a continuing resource is given when known. An ISBN assigned by a publisher to an issue or part of a serial is not given in the description of the serial.

**8.1.2** The standard number is transcribed in accordance with the relevant standard.<sup>19</sup>

- e.g. . – ISSN 0075-2363
- . – ISBN 0-86325-016-5

**8.1.3** When a standard number is incorrectly printed in the continuing resource being described, the correct standard number is given, if known, and the term “corrected” or its equivalent in another language and/or script, is added enclosed in parentheses. The incorrect standard number is given in area 7 (see 7.8).

- e.g. . – ISSN 0027-7495 (corrected)

**8.1.4** Numbers other than standard numbers found in the issue or part or in the iteration may also be recorded.

e.g. . – Supt. of Docs. no.: LC 26.3

## **8.2 Key title**

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 it applies to is given.

e.g. . – ISSN 0308-1249 = Medicos (Nottingham)  
. – ISSN 0028-5390 = The new Hungarian quarterly

## **8.3 Terms of availability and/or price (optional)**

**8.3.1** A statement of the terms on which the continuing resource is available may be given. In the case of a continuing resource offered for sale, the price may be given when the price of the successive single issues or parts or iterations is constant, or when a subscription is available. When both 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.

e.g. : not for sale  
: free loan  
: for hire  
: annual subscription £4  
: FF 1,20 per issue : FF 20 p.a.  
: free to University and college staff

**8.3.2** When special rates are available, they are given in parentheses after the regular price.

## **8.4 Qualifications (optional)**

Qualifications are given where supplementary information is necessary, added to the standard number (see 8.1.3), and to the price (see 8.3.2).

For updating loose-leafs, the qualification (*loose-leaf*) or its equivalent in another language is added.

e.g. . – ISBN 0-86325-016-5 (loose-leaf)  
*Editorial comment:* Item being described in an integrating resource

## APPENDIX A: MULTI-LEVEL DESCRIPTION

Multi-level description is one of a number of choices for the bibliographic descriptions of parts. Solely as an illustration of the various choices resulting in descriptions on a single level, see the following examples:

1. certain descriptions showing as the title proper the title common to the parts, with the titles of individual parts given in a contents note (see. 7.7);
2. certain descriptions showing as the title proper the title of each individual part, with the title common to the parts given in the series area;
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. 1.1.3.6);
4. certain descriptions showing *component part* analysis (see the IFLA Guidelines for the Application of the ISBDs to the Description of Component Parts).

Multi-level 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 publication. The second and subsequent levels contain information relating to the individual volume or other unit. The process is carried out for as many levels as are required to describe fully the publication and its parts.

At each level the elements of the description are given in the same order and with the same punctuation as for unitary publications. Some elements may be recorded at more than one level. When the title of a volume or a section or sub-series is preceded by a number or section/sub-series designation, the two statements are separated by a colon, space (: ).

In ISBD(CR) the applications of multi-level description are:

1. The description of physically separate units of a multi-volume (multi-part) issue of a serial (see 7.7).
2. The description of physically separate units supplementary to, or accompanying, another publication (see 5.4.3 and 7.7).
3. The description of a serial the title of which is made up of a common and a dependent title.
4. The description of a serial with a chronological sequence of series.

### Multi-level description

<i>Element</i>	<i>Main publication level</i>	<i>Second level</i>
1.1 Title proper (common title, dependent title designation, dependent title)	Bibliographie de la France Biblio	1 <sup>ère</sup> partie: Bibliographie officielle
1.2 General material		[Printed text]

	designation	
1.3	Other title information	: journal officiel du livre français paraissant tous les mercredis : publications reçues par le Service du dépôt légal
1.4	Statement of responsibility	/ notices établies par la Bibliothèque nationale
3	Numbering	. – 1975, no. 1-
4.1	Place of publication	. – Paris
4.2	Name of publisher	: Cercle de la librairie
4.4	Date of publication	. – 1975-
4.5	Place of printing	(Nancy
4.6	Name of printer	: Berger-Levrault)
5.3	Dimensions	. – 23 cm
7	Notes	Split into two distinct serials in 1975 On the title page of this section: Bibliographie de la France. 1ère partie. – Includes: Numéro hebdomadaire, Livres, and 4 suppl.: 1, Publications en série; 2, Publications officielles; 3, Musique; 4, Atlas, cartes et plans
8.1	ISSN	ISSN 0335-5667
8.2	Key title	= Bibliographie de la France. 1 <sup>ère</sup> partie, Bibliographie officielle
8.3	Price	: France and French-speaking countries FF 500 p.a. (Foreign countries FF 550 p.a.)

This analysis would result in the following description:

Bibliographie de la France Biblio : journal officiel du livre français paraissant tous les mercredis. – Paris : Cercle de la librairie. – 23 cm.

Split into two distinct serials in 1975.

1<sup>ère</sup> partie: Bibliographie officielle [Printed text] : publications reçues par le Service du dépôt légal / notices établies par la Bibliothèque nationale. – 1975, no. 1- . – 1975- (Nancy : Berger-Levrault).

On the title page of this section: Bibliographie de la France. 1<sup>ère</sup> partie. – Includes: Numéro hebdomadaire, Livres, and 4 suppl.: 1, Publications en série; 2, Publications officielles; 3, Musique; 4, Atlas, cartes et plans.

ISSN 0335-5667 = Bibliographie de la France. 1ère partie. Bibliographie officielle : France and French-speaking countries FF 500 p.a. (Foreign countries FF 550 p.a.)

## APPENDIX B: BI-DIRECTIONAL RECORDS

Bi-directional records are multi-script 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 semi-colon, which are given at the end of the previous element in the style required by the script (see also 0.4 Punctuation). Thus, the point of the point, space, dash space (.-) ends the previous element and the dash begins the following element on a new line at the appropriate margin.

Examples with *Jawi* script which reads from right to left:

### Example 1

سبر جمعه. - تاهون ۱، بیل. ۱، (سپتیمبر ۱۹۸۰)-  
- کوالا لمفور : بهگین اگام، جباتن فردا نمنتری.  
- ۱۹۸۰ - جیلید ۳۱ سینتی میتر.  
دویلند.  
فرچوما.

Example 1 shows the ISBD mirror image punctuations that are used in the Jawi script (written from right-to-left) i.e., ، (comma) and ؛ (semi-colon). This example also illustrates the punctuation pattern for Jawi script for the punctuation point, space, dash, space. Each new area is preceded by a space, dash, space, point (- .)

### Example 2

Ar-Ridzwan.

= الرضوان / جتابن حال احوال اگام فیرق.

- Bil. 1 (Dis. 1978)- . - Ipoh : Jabatan Hal Ehwal Agama Perak, 1978- .  
- جیلید : ایلوستراسي، ۲۷ سینتی میتر

Example 2 shows a record with the title proper in the roman script (left-to-right) and the parallel title and the author statement in the Jawi script (right-to-left). The imprint is in roman script.

*Example 3*

بریتا فماسان

= Berita pemasaran

/ لمبگ فماسان فرتانین فرسکتوان. - بیلاعن ١،  
(دیسمبر 1981)

Petaling Jaya : Jabatan Perkembangan Pasaran, Lembaga  
Pemasaran Pertanian Persekutuan, 1981-

جیلید السبر اسی وارن ۲۶ سینتیمیتر  
سوکو تاهونن  
فرچوما انتوق اهلى

Example 3 presents a record showing the title proper in the Jawi script (right-to-left) and the parallel title in roman script (left-to-right). The author statement and the numbering area is in the Jawi script, but the imprint is in roman script.

*Example 4*

Al-Nahdah

النهضة =

- Vol. 1, no. 1 (Mar. 1981)- . - Kuala Lumpur : Al-Nahdah, 1981- . - j. : il. ; 26 cm.  
Suku tahunan.  
\$3.00 sekeluaran : \$10.00 setahun

Example 4 shows a record with the title proper in roman script (left-to-right) and the parallel title in the Jawi script (right-to-left).

*Example 5*

Seruan

سروان =

: keluaran khas Persatuan Kebajikan Pekerja-Pekerja Islam L.L.N. - [1978]- . - [Kuala Lumpur : Persatuan Kebajikan Pekerja-Pekerja Islam L.L.N., 1978]- . - ll. ; 28 cm  
Tahunan.  
ISSN 0127-0648 = Seruan: Percuma untuk ahli

Example 5 illustrates the use of punctuation like the colon in multi-script publications. The colon in the example precedes the other title information in the script of the first title.

Example with *Hebrew* script:

המברך

= Hamvaker.

-742, אולן 15 -

Vol. 1, no. 32 (Sept. 3, 1982)-

= Los Angeles, CA : Hamvaker-Learaf Inc. , [1982-] – : המבקר-לייף בעמ', [1982-]

The chronological designation appears in both languages, but the denomination (vol., no.) is given only in English.

Both the place of publication and the name of publisher appear in English, but only the name of publisher is also given in Hebrew.

Example with *Arabic* script:

= Statistical yearbook. الكتاب الاحصائي السنوي.

= 1976- .

١٩٧٦- –

= Abu Dhabi, U.A.E.

– ابو ظبي، الامارات العربية المتحدة

= Statistical Section, Dept. of Planning

: الشعبة الاحصائية، دائرة التخطيط

[ – ١٩٧٧ ] = [ – ١٩٧٧ ] ،

## APPENDIX C: EXAMPLES

### Printed text

1. Les 600 noms de la communication. – [19]84-85- . – [France?] : INA ; Toulouse : Privat, cop. 1984- . – vol. ; 24 cm.

Annuel. – Titre développé: Les six cent noms de la communication

2. Aranzadi social. – Pamplona : Aranzadi. – vol. ; 25 cm.

Trimestral. – Acumula la publicación semanal (quincenal a partir de abr. 1991) del mismo tít. – Son suplementos de esta publicación: Aranzadi social. Índices auxiliares = ISSN 1139-0611, y: Estudio sistemático de la jurisprudencia recaída en unificación de doctrina = ISSN 1139-062X. – Fusión de: Tribunales Superiores de Justicia. Social. Madrid = ISSN 1136-6915; y de: Tribunales Superiores de Justicia. Social (Pamplona) = ISSN 1136-6923. – Comenzó con: 1991, vol. 1. – Descripción basada en: 1991, vol. 2.

ISSN 1131-5369 = Aranzadi social

3. Aranzadi social : revista semanal. – N. 1 (en. 1991)- . – Pamplona : Aranzadi, 1991- . – vol. ; 24 cm.

Semanal; quincenal (abr. 1996- ). – Se acumula trimestralmente.

ISSN 1139-031X = Aranzadi social (Ed. quincenal)

- 4a. Årbog / udgiven af Poe-klubben. – København : Spektrum. – vol. : ill. ; 23 cm.

Published also in Swedish with title: Årsbok. – Description based on: 1967-68.

- 4b. Årsbok / utgiven af Poe-klubben. – Stockholm : Bonniers. – vol. : ill. ; 23 cm.

Translation of: Årbog / udgiven af Poe-klubben. – Description based on: 1965.

5. The Baker Street journal. Christmas annual. – 1956-1960. – Morristown (N.J.) : Baker Street Irregulars, 1956-1960. – 5 vol. : ill. ; 22 cm.

Title from cover.

- 6a. Blackwood's Edinburgh magazine. – Vol. 1, no. 1 (Apr. 1817)-vol. 178, no. 1082 (Dec. 1905). – Edinburgh : William Blackwood ; London : T. Cadell and W. Davis, 1817-1905. – 178 vol. : ill. ; 22-24 cm.

Monthly. – Title from caption. – Indexed in: Poole's index to periodical literature. – Indexed in: Reader's guide to periodical literature. – Indexes: Vol. 1-50. 1 vol. – Issued also in New American ed., beginning in 1833. – Continued by: Blackwood's magazine

- 6b. Blackwood's magazine. – Vol. 179, no. 1083 (Jan. 1906)-vol. 328, no. 1982 (Dec. 1980). – London : William Blackwood, 1906-1980. – 150 vol. ; ill. ; 23 cm.

Title from cover. – Indexed in: Reader's guide to periodical literature. – Indexed in: America, history and life, 1972-1980. – Indexed in: Historical abstracts. Part A, Modern history abstracts, 1972-1980. – Indexed in: Historical abstracts. Part B, Twentieth century abstracts, 1972-1980. – Continues: Blackwood's Edinburgh magazine.

ISSN 0006-436X = Blackwood's magazine

- 6c. Blackwood's Edinburgh magazine. – New American ed. – New York : J. Mason, [1833]-. – vol. ; 23 cm.

Monthly. – Contains its own volume numbering in addition to the numbering of the original. – Some issues called: American ed. – Description based on: Vol. 22 (Jan.-June 1842); title proper taken from vol. t.p.

7. Blueprint. – Vol. 1, issue 1 (5 Oct. 2000)- . – Oxford : University of Oxford, 2000- . – vol. ; 30 cm.

Four times each term. – “The newsletter of the University of Oxford”. – Free to University and college staff. – Also available online. Mode of access: World Wide Web URL:  
<http://www.ox.ac.uk/blueprint>

- 8a. Boletín de la Real Sociedad Económica Matritense de Amigos del País. – 1 (en./marzo 1986)-10/11 (nov. 1988). – Madrid : Real Sociedad Económica Matritense de Amigos del País, 1986-1988. – 11 n. ; 24 cm.

Continuada por: Torre de los Lujanes = ISSN 1136-4343

ISSN 1136-4408 = Boletín de la Real Sociedad Económica Matritense de Amigos del País

- 8b. Torre de los Lujanes / Real Sociedad Económica Matritense de Amigos del País. – 12 (abr. 1989)- . – Madrid : Real Sociedad Económica Matritense de Amigos del País, 1989- . – vol. ; 24 cm.

En continuación de: Boletín de la Real Sociedad Económica Matritense de Amigos del País = ISSN 1136-4408

ISSN 1136-4343 = Torre de los Lujanes

9. Boletín de la Sociedad Española para la Defensa del Patrimonio Geológico y Minero. – N. 1- . – Madrid : Escuela Técnica Superior de Ingenieros de Minas, 1995- . – vol. ; 30 cm.

Semestral. – Tít. tomado de la cub. – Variante del tít.: Boletín S.E.D.P.G.Y.M.

ISSN 1577-9033 = Boletín de la Sociedad Española para la Defensa del Patrimonio Geológico y Minero

10. Brecht-Jahrbuch / herausgegeben von John Fuegi ... [et al.]. – Frankfurt am Main : Suhrkamp Verlag. – Bd. : ill. ; 18 cm. – (Edition Suhrkamp, ISSN 0422-5821).

Erscheint jährlich. – Beiträge teilweise deutsch, teilweise englisch. – Fing mit dem Bd. für 1974 an; mit dem Bd. für 1980 geschlossen. – Vorgänger: Brecht heute = 0341-9428. – Aufnahme nach: 1976.

ISSN 0341-9525 = Brecht-Jahrbuch : DM 6.00 (Einzelbd.)

- 11a. Bulletin de documentation et d'information / Union européenne de radiodiffusion. – Vol. 1, n° 1 (15 mai 1950)-vol. 4, n° 22 (15 nov. 1953). – Genève : U.E.R., [1950-1953]. – 4 vol. : ill. ; 30 cm.

Devient: Bulletin de l'U.E.R

- 11b. Bulletin de l'U.E.R. / Union européenne de radiodiffusion. – Vol. 5, n° 23 (janv.-févr. 1954)-vol. 8, n° 46 (nov.-déc. 1957). – Genève : U.E.R., [1954-1957]. – 4 vol. : ill. ; 30 cm.

Fait suite à: Bulletin de documentation et d'information / Union européenne de radiodiffusion. – Scindé en: Revue de l'U.E.R. Cahier A, Technique = ISSN 0421-6741; et: Revue de l'U.E.R. Cahier B, Informations générales et juridiques

- 11c. Revue de l'U.E.R. Cahier A, Technique : publication bimestrielle / éditée par le Centre technique de l'Union européenne de radiodiffusion (U.E.R.). – N° 47 (janv. 1958)- . – Bruxelles : U.E.R., [1958]- . – no : ill. ; 30 cm.

Fait suite après scission à: Bulletin de l'U.E.R.

- 11d. Revue de l'U.E.R. Cahier B, Informations générales et juridiques : publication bimestrielle / éditée par l'Office administratif de l'Union européenne de radiodiffusion. – N° 47 (févr. 1958)- . – Genève : U.E.R., [1958]- . – no : ill. ; 30 cm.

Fait suite après scission à: Bulletin de l'U.E.R.

12. Camel forum. Working paper. – No. 1- . – Mogadishu (Somali) : Somali Academy of Science and Arts, 1983- . – vol. : maps ; 30 cm.

Title from cover. – In English; some vol. have abstracts in Somali. – Reports originate from: Somali Camel Research Project.

13. Cahiers Maynard. – [Saint Georges-sur-Loire (France) : Association des amis de Maynard]. – vol. ; ill. ; 29 cm.

Annuel. – A commencé avec: N° 7 (1977). – Fait suite à: Cahier - Association des amis de Maynard, ISSN 0422-5821. – Description basée sur: N° 8 (1978)

- 14a. Canadian books in print = Catalogue des livres canadiens en librairie. – 1967-1974. – Toronto : University of Toronto Press, 1968-1975. – 8 vol. ; 26 cm.  
Annual. – English title only, 1973-1974. – Text in English and French, 1967-1972. – Continued by: Canadian books in print. Author and title index = ISSN 0068-8398.  
ISSN 0702-0201 = Canadian books in print
- 14b. Canadian books in print. Author and title index. – 1975- . – Toronto : University of Toronto Press, 1977- . – 26 cm.  
Annual. – Continues: Canadian books in print = ISSN 0702-0201.  
ISSN 0068-8398 = Canadian books in print. Author and title index
- 14c. Subject guide to Canadian books in print. – 1973-1974. – Toronto : University of Toronto Press, 1974-1975. – 2 vol. ; 26 cm.  
Annual. – Continued by: Canadian books in print. Subject index = ISSN 0315-1999.  
ISSN 0318-8493 = Subject guide to Canadian books in print
- 14d. Canadian books in print. Subject index. – 1975- . – Toronto : University of Toronto Press, 1976- . – vol. ; 26 cm.  
Annual. – Continues: Subject guide to Canadian books in print = ISSN 0318-8493.  
ISSN 0315-1999 = Canadian books in print. Subject index
15. Canadian journal of African studies = Le journal canadien des études africaines / Committee on African Studies in Canada ; editor Donald C. Savage. – No. 1 (Mar. 1967)- . – Montreal (2141 Sherbrooke Street West, H3H 1G6) : Loyola College, [1967]- . – 25 cm.  
Two no. per year. – Title proper taken from cover. – Text in English and French.  
ISSN 0008-3968 = Canadian journal of African studies : \$5. per year (Great Britain £1.50, France FF 23)
16. CheD : Chemie, Experiment + Didaktik : Zeitschrift für Lehrende und Lernende. – Stuttgart : Thieme. – Bd. : ill. ; 30 cm.  
Erscheint monatlich. – Fing mit Bd. 1, H. 1 für Jan. 1975 an. – Aufnahme nach: Bd. 2, H. 4 (Apr. 1976).  
ISSN 0340-3335 = CheD. Chemie, Experiment + Didaktik : DM 5.50 (Einzelh.) : DM 48.00 (jährl.)
17. Chronicle / St Hugh's College. – [Oxford?] : Association of Senior Members. – vol. : ill. ; 23 cm.

- Annual. – No. 58-68 have spine title: St Hugh's chronicle; no. 69- have cover and spine title: St Hugh's College chronicle. – No. 58 includes: Centenary supplement / St Hugh's College. 32 p., [4] p. of plates ; col. ill. ; 22 cm. – Description based on: No. 54 (1981-1982).
18. Confectionery manufacturers / Statistics Canada, Industry Division, Census of Manufactures Section = Fabricants de confiserie / Statistique Canada, Division de l'industrie, Section du recensement des manufactures . – Ottawa : Statistics Canada, Industry Division, Census of Manufactures Section. – vol. ; 28 cm. – (Annual census of manufactures = Recensement annuel des manufactures).
- Annual. – Text in English and French. – Continues: Confectionery industry = ISSN 0527-4966. – Description based on: 1984.
- ISSN 0575-8246 = Confectionery manufacturers : \$21.00
19. Đa hiệu. – Fairfax (VA) : Đa Hiệu. – vol. : ill. ; 21 cm.
- “Cỏ quan ngôn luận của Tổng Hội Cựu SVSQ Trường Võ Bị Quốc Gia Việt Nam”. – Issues 46- available online. Mode of access: World Wide Web. URL <http://www.vobi-vietnam.org/dahieu.htm>. – Description based on: 43 (19-6-1996); title from cover.
20. Danmarks 1000 største virksomheder = The 1000 largest companies in Denmark. – [København] : Teknisk Forlag. – vol. ; 30 cm.
- Årlig. – Fortsættelse af: Danmarks 500 største virksomheder = ISSN 0419-9472. – Begyndte med 6. udg. i 1973. – Beskrivelsen baseret på: 8. udgave (1975).
- ISSN 0105-0311 = Danmarks 1000 største virksomheder : kr 161.00
- 21a. Drapers' Company research memoirs. Biometric series [Printed text] / Department of Applied Mathematics, University College, University of London. – 1-12. – London : Dulau and Co., 1904-1922. – 11 vol. : ill. ; 31 cm.
- Issued by: Department of Applied Statistics, 1912-1922. – Published by: Cambridge University Press, 1905-1922. – No. 5 not published.
- 21b. Drapers' Company research memoirs. Biometric series [Microform] / Department of Applied Mathematics, University College, University of London. – 1-12. – Cambridge (Mass.) : Harvard College Library Imaging Services, 1999. – 3 microfilm reels : negative ; 35 mm.
- Originally published: London : Dulau and Co., 1904-1922. – 11 vol. : ill. ; 31 cm – Issued by: Department of Applied Statistics, 1912-1922. – Published by: Cambridge University Press, 1905-1922. – No. 5 not published.
22. Elmélet és politika : információs szemle / Tudományos Szocializmus Információs és Továbbképzési Intézet ; [fel.szerk. Simon Péter ; szerk. Meszerics Istvánné]. – Kísérleti szám

(1973.dec.) ; 1. évf. 1. sz. (1974)-17. évf. 1. sz. (1990) . – [Budapest] : NIM Ipargazdasági és Üzemszervezési Intézet, 1974-1990 . – 23 cm.

Negyedévenként. – Borítócímlap: ep. Információs szemle. Elmélet és politika. – Az 1. évf. 2. számktól a közreadó testület neve: Tudományos Szocializmus Információs és Továbbképzési Intézet ELTE Bölcsészettudományi Kar, Budapest. – A közreadó testület névében a betűszó feloldása: Eötvös Loránd Tudományegyetem.

ISSN 0324-7325 = Elmélet és politika

23. European journal of cancer = Journal européen de cancérologie = Europäische Zeitschrift für Cancerologie. – Vol. 1, no. 1 (June 1965)- . – Oxford [etc.] : Pergamon, 1965- . – vols. ; 29 cm.

Quarterly. – Title proper taken from cover.

ISSN 0014-2964 = European journal of cancer : £5/5/- per issue : £14 per annum

- 24a. Lincoln, Nebraska, directory. – 1907-1911. – Lincoln (Neb.) : J. North, cop. 1907-[1911]. – 5 vol. ; 24 cm.

Annual. – Continues: Polk-McAvoy Directory Co.'s Lincoln city directory. – Continued by: Lincoln city directory.

- 24b. Lincoln city directory. – 1912-1923. – Lincoln : Lincoln City Directory Co., cop. 1911-cop. 1923. – 12 vol. ; 24 cm.

Annual. – Continues: Lincoln, Nebraska, directory. – Continued by: R.L. Polk & Co.'s Lincoln city directory.

- 24c. R.L. Polk & Co.'s Lincoln city directory. – 1924. – [Lincoln (Neb.)] : R.L. Polk & Co., cop. 1924. – 1 vol. ; 24 cm.

Continues: Lincoln city directory. – Continued by: Polk's Lincoln city directory.

- 24d. Polk's Lincoln city directory. – 1925-1927. – Kansas City (Mo.) : R.L. Polk & Co., cop. 1926-cop. 1927. – 2 vol. ; 24 cm.

Annual (varies). – Vol. for 1927 has date on spine: 1926-27. – Continues: R.L. Polk & Co.'s Lincoln city directory. – Continued by: Polk's Lincoln (Nebraska) city directory.

- 24e. Polk's Lincoln (Nebraska) city directory. – 1928-1933. – Detroit (Mich.) : R.L. Polk & Co., cop. 1928-cop. 1932. – 6 vol. ; 27 cm.

Annual. – Continues: Polk's Lincoln city directory. – Continued by: Polk's Lincoln (Lancaster County, Neb.) city directory.

- 24f. Polk's Lincoln (Lancaster County, Neb.) city directory. – 1934-1973. – Kansas City (Mo.) : R.L. Polk & Co., cop. 1934-[1974?]. – vol. : ill. ; 27 cm.
- Annual. – Vols. for 1943, 1944, 1946, 1948, 1952, 1954, and 1957 not published? – Continues: Polk's Lincoln (Nebraska) city directory. – Continued by: Lincoln (Lancaster County, Neb.) city directory. – 27-30 cm.
25. International hotel review = Revue de l'hôtellerie internationale : the business magazine for international hotel management. – Redhill : International Trade Publications. – vol. ; 30 cm.
- Quarterly. – Title proper taken from cover. – Description based on: Mar.-June 1978.
- ISSN 0020-6911 = International hotel review : \$25.00 per annum
26. Der Kreis [Printed text] = Le cercle. – Zürich : [s.n., 1933-1967]. – vol. : ill. ; 23 cm.
- Monthly. – Some issues have also title in English: The circle. – Began publication in 1933. Ceased with issue for Dez. 1967. – Chiefly German, with some articles in French or English. – Includes separately paged insert: Das kleine Blatt = Le petite feuille. – Description based on: 14. Jahrg., Nr. 2 (Feb. 1946); title proper taken from cover.
27. Leer. – N. 1 (21 jun. 1985)- . – Madrid : Ediciones Intemporales, 1985- . – vol. ; 30 cm.
- Trimestral. – Tít. tomado de la cub. – Desde el n. 1 hasta el n. 74 va cambiando de tít. de acuerdo con las estaciones del año: Leer en primavera; Leer en verano; Leer en otoño; Leer en invierno. – A partir del n. 75 (invierno 1997) lleva el subtít.: El magazine literario.
- ISSN 1130-7676 = Leer (Madrid)
28. Library of Congress subject headings. – 8th ed.- . – Washington : Library of Congress, 1975- . – vol. ; 31 cm.
- Irregular, 8th ed.-10th ed.; annual, 11th ed.- . – Prepared by: Library of Congress, Subject Cataloging Division, 1975-1989; Library of Congress, Office for Subject Cataloging Policy, 1990-1992; Library of Congress, Cataloging Policy and Support Office, 1993- . – 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.- . – Updated by quarterly and annual supplements, 8th ed.-10th ed. – Continues: Subject headings used in the dictionary catalogs of the Library of Congress.
- ISSN 1048-9711 = Library of Congress subject headings
- 29a. Los Angeles advocate. – Vol. 1, no. 1 (Sept. 1967)-vol. 4, no. 5 (Apr. 29-May 12, 1970) = [Issue no. 1]-issue no. 32. – Los Angeles : PRIDE, 1967-1970. – 4 vol. : ill. ; 44 cm.
- Monthly. – Issues for Feb. 1968–Apr. 29-May 12, 1970, published by Advocate Publications. – Continued by: Advocate (Los Angeles, Calif.) = ISSN 0001-8996.

- 29b. The advocate. – Issue no. 33 (May 13-26, 1970)- . – Los Angeles (Calif.) : Advocate Publications, 1970- . – nos. : ill. (some col.) ; 28-45 cm.
- Title from cover. – Biweekly (varies slightly). – No. 156- published by: Liberation Publications. – Indexed in: Alternative press index. – Indexes: 1967-1982. 1 vol. – Also available on microfilm. – Also available online; mode of access: World Wide Web. URL: <http://www.advocate.com>
- ISSN 0001-8996 = Advocate (Los Angeles, Calif.)
30. Memoirs of Gothic churches : read before the Oxford Society for Promoting the Study of Gothic Architecture. – [No. 1-no. 3]. – Oxford : The Society, 1840-1845. – 3 vol. ; 23 cm
31. 2000 : irodalmi és társadalmi havi lap. – Első szám 1989-ben. – Budapest : Heti Világgazdaság R.T., – v. : ill. ; 29 cm.
- ISSN 0864-800X = 2000 (Budapest)
32. Music Library Association technical reports. – No. 1- . – Ann Arbor (Mich.) : The Association, 1973- . – vol. : ill. ; 22 cm.
- No. 4-20 have title: MLA technical reports; no. 21- have title: MLA technical report. – No. 6-14 published: Philadelphia (Pa.), 1979-1983; no. 15- published: Canton (Mass.), 1984- . – Some no. issued also in rev. eds.
33. The new Church's teaching series. – Vol. 1- . – Cambridge (Mass.) : Cowley Publications, 1997- . – vol. ; 22 cm.
- Title appears on spine as: CTS. – Contents: vol. 1. The Anglican vision / James E. Griffiss ; vol. 2. Opening the Bible / Roger Ferbo ; vol. 3. Engaging the word / Michael Johnston ; vol. 5. Living with history / Fredrica Harris Thompsett ; vol. 6. Early Christian traditions / Rebecca Lyman ...
34. The northwestern reporter. – Vol. 1-vol. 300 ; 2nd ser., vol. 1 N.W. 2d-vol. 413 N.W. 2d. – St. Paul (Minn.) : West Pub. Co., 1879-1988. – 713 vol. ; 26 cm.
- Some vol. have title: The north western reporter. – Subtitle: Containing all the decisions of the Supreme Courts of Minnesota, Wisconsin, Iowa, Michigan, Nebraska, and Dakota. Subtitle varies. – Citations to all cases compiled in: Shepard's northwestern reporter citations. – Continued by: West's north western reporter.
35. La nouvelle revue socialiste. – N° 1 (avril 1974)- . – Paris (12, cité Malesherbes, 75009) : Société des cahiers socialistes, 1974- (Paris : Imprimerie Abexpress). – no ; 24 cm.
- 10 nos. par an. – Fait suite à: Revue socialiste (Paros. 1885) = ISSN 0035-4139

36. Oxf. Hist. Soc. – [Vol.] 1-vol. 101 ; new ser., vol. 1- . – Oxford : Printed for the Oxford Historical Society at the Clarendon Press, 1885- . – vol. : ill., maps ; 23 cm.
- Title taken from spine. – Beginning with vol. 26, title appears on series t.p. as: Oxford Historical Society.
37. Oxford and Cambridge. – 1st ed.- . – London : Ernest Benn Ltd. ; [Chicago : distributed in the U.S.A. by Rand McNally & Co.], 1958- . – vol. : ill., maps (some col.) ; 16 cm. – (The blue guides).
- First ed. edited by L. Russell Muirhead; 2nd-3rd ed. by Mercia Mason; 4th ed.- by Geoffrey Tyack.  
– Second ed. published: London : Ernest Benn Ltd. ; New York : W.W. Norton & Co.; 3rd ed.-  
published: London : A & C Black ; New York : W.W. Norton. – Second ed.- : 20 cm.
- 38a. Oxford University gazette. – Vol. 1, no. 1 (Jan. 18, 1870)- . – Oxford : The University, 1870- . –  
vol. : ill. ; 30-35 cm.
- Weekly (during the university year). – Supplements accompany some issues.
- 38b. Oxford University gazette [Electronic resource]. – Electronic data. – Vol. 124, no. 4299 (23 Sept. 1993)- . – [Oxford : The University], 1993-
- Weekly (during the university year). – Supplements accompany some issues. – Mode of access:  
World Wide Web. URL: <http://www.info.ox.ac.uk/gazette>. – Vol. 125, no. 4350-vol. 125, no. 4372 not  
available in electronic form.
- 38c. Oxford University gazette. Appointments supplement [Electronic resource] / University of Oxford. –  
Electronic data. – -6 Dec. 2000.
- Biweekly. – Continued by a section in: Oxford University gazette. – Mode of access: World Wide  
Web. URL: <http://www.admin.ox.ac.uk/as>. – Description based on: 27 Sept. 2000.
39. Planète. – Paris : Editions Retz. – no ; ill. ; 21 cm.
- Bimestriel. – Titre de la couverture. – Suivi de: Le nouveau Planète = ISSN 1250-5382. – A  
commencé en 1961; a cessé en 1968. – Description basée sur: 9 (mars-avril 1963).
- ISSN 1250-5374 = Planète (1961)
40. Proceedings of the ... annual Symposium on Reduction of Costs in Hand-Operated Glass Plants /  
presented by West Virginia University ; sponsors, Consolidated Gas Supply Corporation, West Virginia  
University College of Engineering, West Virginia Section of the American Ceramic Society. –  
Morgantown : West Virginia University. – vols. : ill. ; 28 cm. – (West Virginia University bulletin, ISSN  
0362-3009) (Engineering Experiment Station bulletin, ISSN 0083-8640).
- Annual. – Cover title: Proceedings of the ... Annual Glass Symposium. – Began with: 1st (1970). –  
Description based on: 6th (1975).

ISSN 0362-2991 = Proceedings of the annual Symposium on Reduction of Costs in Hand-Operated Glass Plants.

- 41a. PTT-Zeitschrift / herausgegeben von der Schweizerischen Post-, Telegraphen- und Telephonverwaltung = Revue des PTT / publiée par l'Administration des postes, télégraphes et téléphones suisses = Rivista PTT / pubblicata dall'Amministrazione delle poste, dei telegrafi e dei telefoni svizzeri. – Jg. 1, Nr 1 (Jan. 1950)-Jg. 17, Nr 12 (Dez. 1966). – Bern : Generaldirektion PTT, 1950-1966. – 17 Jg. : ill. ; 30 cm.

Erscheint monatlich. – Fortgesetzt als: PTT : PTT-Zeitschrift

- 41b. PTT : PTT-Zeitschrift / herausgegeben von den Schweizerischen PTT-Betrieben = Revue des PTT / publiée par l'Entreprise des PTT suisses = Rivista PTT / pubblicata dall'Azienda svizzera delle PTT. – Jg. 18, Nr 1 (Jan. 1967) . – Bern : Generaldirektion PTT, 1967- . – Jg. : ill. ; 30 cm.

Erscheint monatlich. – Fortsetzung von: PTT-Zeitschrift

42. Publications de la Sorbonne. Série Byzantina / Centre de recherches d'histoire et de civilisation byzantines. – 1- . – Paris : Université de Paris 1-Panthéon-Sorbonne, 1975- . – no ; 24 cm.

- 43a. Quarterly journal of current acquisitions / Library of Congress. – [Vol. 1, no. 1] (July/Sept 1943)-vol. 20, no. 4 (Sept. 1963). – [Washington, D.C.] : Library of Congress, [1943-1963]. – 20 vol. : ill. ; 26 cm.

Quarterly. – Title proper taken from cover. – Continued by: The quarterly journal of the Library of Congress = ISSN 0041-7939. – Supplement to: Annual report of the Librarian of Congress = ISSN 0083-1565. – 23-26 cm.

ISSN 0090-0095 = Quarterly journal of current acquisitions

- 43b. The quarterly journal of the Library of Congress. – Vol. 21, no. 1 (Jan. 1964) . – [Washington, D.C. : For sale by the Superintendent of Documents, U.S. Government Printing Office]. – vol. : ill. ; 26 cm.

Quarterly. – Title proper taken from cover. – Continues: Quarterly journal of current acquisitions = ISSN 0090-0095.

ISSN 0041-7939 = The quarterly journal of the Library of Congress : \$1.65 (single copy) : \$6.45 p.a.

44. Sesame Street annual. – 1972- . – New York (N.Y.) : Children's Television Workshop, 1972- . – vol. : col. ill. ; 26 cm.

Title from cover. – At head of title: CTW. – Issued with: Sesame Street magazine. – Last issue consulted: 1972.

45. Skolepsykologi. Monografi / Skolepsykologernes Landsforening. – Helsingør (Kingsvej 64A, 3000) : Skolepsykologernes Landsforening. – vol. ; 21 cm.

Tvangfri hæfter. – Begyndte med nr. 1 i 1969. – Beskrivelsen baseret på: Nr. 10 (1973).

ISSN 0586-6162 = Skolepsykologi. Monografi : varierende priser : gratis for abonnenter på 'Skolepsykologi'

46. The Soviet journal of glass physics and chemistry. – Vol. 1, no. 1 (Jan./Feb. 1975)- . – New York : Consultants Bureau, 1975- . – vols. : ill. ; 27 cm.

Bimonthly. – Translation of: Физика и химия стекла. – Title proper taken from cover.

ISSN 0360-5043 = The Soviet journal of glass physics and chemistry : \$50.00 (single issue) : \$95.00 p.a.

47. Taxes for dummies. – 1995 ed.– . – Foster City, CA : IDG Books Worldwide, 1995- . – vol. : ill. ; 24-28 cm. – (– for dummies).

Annual. – On some vols. the 's's in the title are represented by a dollar sign.

ISSN 1535-1130 = Taxes for dummies

48. Tuyển tập nghệ sĩ. – [1]- . – Montréal (Québec) : Trường Kỳ, 1995- . – vol. : ill., ports. ; 21 cm.

Annual. – Issue [1]- compiled by Trường Kỳ.

49. Vietnam bulletin. – Vol. 1, no. 1-2 (Jan.-Feb. 1967)-vol. 9, no. 18 (Apr. 15, 1975). – Washington (D.C.) : Embassy of Vietnam, 1967-1975. – 9 vol. : ill. ; 28 cm.

Title from cover. – Bimonthly, Jan.-Apr. 1967; monthly, May 1967- ; weekly, -May 24, 1971; semimonthly, June 1, 1971-Apr. 15, 1975. – Some issues have title: Viet-Nam bulletin. – Vol. for -Feb 1, 1975, issued by: Viet-Nam Information Office; for Mar. 15, 1975-Apr. 15, 1975, by: Information Office of the Viet-Nam Embassy.

50. Water-resources bulletin / Utah Geological and Mineral Survey. – Salt Lake City : Utah Geological and Mineral Survey. – vol. : ill. ; 28 cm.

Irregular. – Description based on: No. 18 (Dec. 1973).

ISSN 0094-7636 = Water resources bulletin (Salt Lake City) : \$3.00 per issue

- 51a. Willmar tribune. – Vol. 1, no. 1 (Feb. 19, 1895)-vol. 37, no. 39 (Sept. 30, 1931). – Willmar (Minn.) : [s.n.], 1895-1931. – 37 vol. : ill. ; 56 cm.

Title from masthead. – Weekly, Feb. 19, 1895-Nov. 26, 1902; semiweekly, Dec. 3, 1902-Nov. 28, 1903; weekly, Dec. 2, 1903-Sept. 30, 1931. – Issues for Dec. 3, 1902-Nov. 28, 1903, have running title: Twice-a-week Willmar tribune. Issues for Dec. 2, 1903-Sept. 30, 1931, have running title: Willmar weekly tribune. – Also available on microfilm. – Continued by: Willmar weekly tribune.

- 51b. Willmar weekly tribune. – Vol. 37, no. 40 (Oct. 7, 1931)-vol. 56, no. 48 (Dec. 1, 1950). – Willmar (Minn.) : Tribune Print. Co., 1931-1950. – 20 v. : ill. ; 56 cm.

Title from masthead. – Also available on microfilm. – Continues: Willmar tribune.

- 52a. Willmar daily tribune. – Vol. 1, no. 1 (Jan. 3, 1928)-vol. 23, no. 230 (Sept. 30, 1950). – Willmar (Minn.) : Tribune Print. Co., 1928-1950. – 23 vol. : ill. ; 56 cm.

Title from masthead. – Daily (except Sunday and holidays). – Also available on microfilm. – Continued by: West Central Minnesota daily tribune.

- 52b. West Central Minnesota daily tribune. – Vol. 23, no. 231 (Oct. 2, 1950)-vol. 32, no. 1 (Jan. 2, 1959). – Willmar (Minn.) : Tribune Print. Co., 1950-1959. – 10 vol. : ill. ; 56 cm.

Title from masthead. – Daily (except Sundays and holidays). – Also available on microfilm. – Continues: Willmar daily tribune. – Continued by: West Central daily tribune.

- 52c. West Central daily tribune. – Vol. 32, no. 2 (Jan. 3, 1959)-vol. 53, no. 170 (July 19, 1980). – Willmar (Minn.) : Tribune Print Co., 1959-1980. – 22 vol. : ill. ; 56 cm.

Title from masthead. – Daily (except Sundays and holidays). – Also available on microfilm. – Continues: West Central Minnesota daily tribune. – Continued by: West Central tribune.

- 52d. West Central tribune. – Vol. 53, no. 171- . – Willmar (Minn.) : Tribune Print. Co., 1980- . – vol. : ill. ; 56 cm.

Title from masthead. – Daily (except Sundays and holidays). – Also available on microfilm. – Continues: West Central daily tribune.

#### Newsletter of an event

53. Бюлетин / XV Щахматна Олимпиада. – Бр. 1 (17 септ. 1962 г.)-бр. 21 (10 окт. 1962 г.). – Елатни пъсътцир Варна : [s.n.], 1962. – 21 no. ; 26 cm.

Title on cover: Bulletin / XV Olympiade d'échecs, Varna, 15. IX.-10. X. 1962.

54. Daily bulletin / the Third Assembly, Lutheran World Federation, Minneapolis. – No. 1 (Aug. 16, 1957)-no. 8 (Aug. 24, 1957). – [Minneapolis (Minn.) : Committee on Arrangements, Third Assembly, Lutheran World Federation], 1957. – 8 no. : ill. ; 28 cm.

Title taken from caption.

55. The Lambeth daily [Electronic resource]. – Electronic data. – Issue no. 3 (21 July 1998)-issue no. 15 (6 Aug. 1998).

Title from Web site (viewed 2001 Jan. 27). – Mode of access: World Wide Web. URL: <http://justus.Anglican.org/resources/Lambeth1998/Lambeth.html#Lambeth%20daily>. – Issue no. 1-issue no. 2 not published in electronic form. – Issues for 5 Aug. and 6 Aug. both called: Issue no. 13.

Finite integrating resource

56. MARC 21 format for bibliographic data : including guidelines for content designation / prepared by Network Development and MARC Standards Office, Library of Congress, in cooperation with Standards and Support, National Library of Canada. – 1999 ed. – Washington [D.C.] : Library of Congress, Cataloging Distribution Service, 1999- . – 2 vols. (loose-leaf) ; 28 cm.

Updated annually. – Rev. ed. of: USMARC format for bibliographic data. 1994 ed. 1994; and, Canadian MARC communication format for bibliographic data. 1994.

ISBN 0-8444-0989-8 (v. 1). – ISBN 0-660-17771-4 (v. 2)

Cartographic material

57. Canada plotting chart [Cartographic material] : AIR 1615 / produced by Surveys and Mapping Branch, Department of Energy, Mines and Resources. – Scale 1:3 000 000 at 45°N ; polar stereographic proj. (W 140°–W 46°/N 78°–N 41°). – 1st ed. (1976)- . – Ottawa : Surveys and Mapping Branch, 1976- . – maps : col. ; 101 x 149 cm.
- Annual. – Continues: Winnipeg navigation plotting chart. – Absorbed in 1979: Canada plotting chart : AIR 1614.
58. Official highway map [Cartographic material] : [Louisiana] / prepared by the Louisiana Department of Transportation and Development. – Scale ca. 1:650,000 (W 94°3'–W 89°49'/N 33°1'–N 28°55'). – 1981- . – Baton Rouge : The Department., 1981- . – maps : col ; on sheets 75 x 82 cm or smaller.
- On verso: Louisiana interstate highway system, 8 city maps, text, and ill.
59. Ordnance Survey motoring atlas of Great Britain [Cartographic material]. – Scale 1:90,080. 3 miles to 1 in. – 1983- . – Southampton : Ordnance Survey, 1983- . – atlases : col. maps ; 40 cm.
- Annual. – Title from cover.
60. Super scale inner London A-Z [Cartographic material]. – Scale 1:7,040. – Sevenoaks, Kent : Geographer's A-Z Map Company. – atlases : col. maps ; 21 cm.
- Title on contents page: A-Z inner London atlas. – Spine title: A-Z inner London in super scale. – Description based on: Ed. 6, issued in 1998; title from cover.

## Manuscript

- 61a. The Historical Society bugle. – Vol. 1, no. 1 (Oct. 17, 1922)-vol. 2, no. 7 (May 7, 1925). – 2 vol. ; 28 cm.

Frequency varies. – Typescript (in part carbon copies). – Prepared by staff members of the Minnesota Historical Society. – Continued by: The bugle.

- 61b. The bugle. – Vol. 2, no. 8 (June 1925) ; new ser., vol. 3, no. 1 (Apr. 1932) ; [new ser., no. 1 (Jan.? 1944)]-new ser., no. 2 (Feb. 25, 1944). – 3 vol. ; 28 cm.

Typescript (in part carbon copies). – Prepared by staff members of the Minnesota Historical Society. – Continues: The Historical Society bugle.

## Music

62. The Penguin scores. – Miniature score. – 1- . – Harmondsworth (Middlesex) : Penguin Books, 1949- . – miniature scores ; 13 x 20 cm.

Contents: 1. Symphony no. 40 in G minor / Mozart ; 2. Brandenburg concerto no. 3, in G / J.S. Bach ; 4. Symphony no. 101 in D / Joseph Haydn ; 5. Overtures, A midsummer night's dream & Fingal cave / Mendelssohn ; 6. Symphony no. 8 in B minor ("Unfinished") / Schubert

## Sound recordings

63. The American Arts Project [Sound recording]. – Vol. 1, no. 1- . – New York (NY) : American Arts Project, 1983- . – sound tape cassettes : mono.

"The monthly magasette"–Container.

ISSN 0748-2604

64. The audio lawyer [Sound recording]. – Vol. 1, no. 1- . – Philadelphia : American Law Institute–American Bar Association Committee on Continuing Professional Education, 1983- . – sound tape cassettes : mono.

Monthly.

65. ... crime [Sound recording]. – [England] : WH Smith. – sound cassettes : mono.

Quarterly. – Title proper includes name of season. – Description based on: Autumn [1989].

## Videorecordings

66. American art today [Videorecording] : a view from the Whitney ... Biennial Exhibition, Whitney Museum of American Art. – 1985- . – [New York] : Whitney Museum of American Art ; [Chicago (Ill.)] : Home Vision [distributor], cop. 1985- . – videocassettes ; sd., col. ; 1/2 in.

Biennial. – VHS format. – Summary: Presents an overview of the most important current work in American art. Includes commentary by artists, critics, and curators.

67. Pee-Wee's playhouse [Videorecording] / produced by Paul Reubens and Richard Abramson ; directed by Stephen R. Johnson ; produced in association with Boradcast Arts Productions ; a Pee-Wee Pictures production. – Vol. 1- . – Santa Monica (CA) : Hi-Tops Video, cop. 1988- . – videocassettes : sd., col. ; 1/2 in.

Originally broadcast on the television program Pee-Wee's playhouse. – Contents: vol. 1. Ice cream soup (28 min.) ; vol. 2. Luau for two (28 min.) ; vol. 3. Rainy day ; Now you see me, now you don't ; Cowboy fun (80 min.) ; vol. 4. Beauty makeover (28 min.) ...

## Electronic resources

see also examples 7, 19, 38b, 38c, 76

68. Bulletin [Ressource électronique] / Bibliothèque nationale du Canada. – Données électroniques. – Vol. 32, no 6 (juin 2000)- . – Ottawa : Bibliothèque nationale du Canada, 2000- .

Bimestriel. – Titre de l'écran-titre (visionné le 30 août 2000). – Fait suite à: Nouvelles de la Bibliothèque nationale = ISSN 1200-4480

69. Cataloger's desktop [Electronic resource] / Library of Congress. – Electronic data. – 1994, issue 1- . – [Washington (D.C.)] : Cataloging Distribution Service, 1994- . – computer optical discs ; 4 3/4 in.

Title from disc label. – Quarterly. – System requirements: IBM PC/AT compatible with Intel compatible 80386 or greater processor ; 4 MB of RAM (Windows users), 8 MB of RAM (OS2 users) ; MS DOS version 5.0 or higher (Windows users) ; Microsoft Windows 3.1 or OS/2 version 2.1 ; CD-ROM drive with Microsoft Extensions ; monitor capable of displaying graphics and compatible video card (EGA/VGA recommended). – System requirements for network installation: on the server: 80386 Intel compatible processor ; 8MB RAM, 2 MB free disk space ; MS DOS 5.0 or higher ; Network Software ; CD-ROM drive with Microsoft Extensions ; on the workstation: 80386 or greater Intel compatible processor ; 4 MB RMA, 500 KB free disk space. – Accompanied by: Quick reference card, Software user's guide, and Introduction to the infobases.

ISSN 1073-4929 = Cataloger's desktop

- 70a. IFLANET unplugged [Electronic resource]. – [1996]-2000. – The Hague, Netherlands : IFLA, 1996-2000. – 5 computer optical discs : col. ; 12 cm.

Annual. – System requirements: PC-compatible 386SX or higher, Windows 3.1 operating system, CD-ROM drive, and 4 MB of RAM, or Macintosh system 7.0 or higher with CD-ROM drive and 4 MB of RAM. – Issues for 1998-2000 include IFLA membership directory. – Continued by: IFLA CD ...

- 70b. IFLA CD ... [Electronic resource]. – 2001- . – The Hague, Netherlands : IFLA, 2001- . – computer optical discs : col. ; 12 cm.

Annual. – System requirements: PC-compatible 386SX or higher, Windows operating system, hard drive with at least 10 MB of space available, CD-ROM drive, and 4 MB of RAM, or Macintosh system 7.0 or higher with CD-ROM drive and 4 MB of RAM. HTML documents can also be read on older DOS machines using a DOS-based Web browser. – “Membership directory and conference papers included”–Cover of accompanying booklet. – Continues: IFLANET unplugged.

- 71a. MacInTax [Electronic resource]. – Electronic program. – Camarillo (CA) : Softview. – electronic disks : sd., col.; 9 cm.

Title from label. – System requirements: Macintosh/Power Macintosh ; 68030 IIcx processor or higher ; system 7.1 or higher ; 12" color monitor ; 8MB of RAM (16MB recommended) ; 2X CD-ROM drive (4X recommended) ; 30 MB of hard drive space ; electronic filing & online features require a 14,400 bps or faster modem or a direct Internet connection. – Issue for 1990 has title: MIT. – Issues for 1991- published: San Diego : ChipSoft CA, Inc. – Some years issued also in rev. eds. – Some issues also published on CD-ROM. – Description based on: Federal 1987. Last issue consulted: Tax year 1996.

- 71b. MacInTax [Electronic resource]. – Electronic program. – [San Diego, (Calif.)] : Intuit. – electronic optical discs : sd., col. ; 12 cm.

Title from label. – System requirements: Macintosh/Power Macintosh ; 68030 IIcx processor or higher ; system 7.1 or higher ; 12" color monitor ; 8MB of RAM (16MB recommended) ; 2X CD-ROM drive (4X recommended) ; 30 MB of hard drive space ; electronic filing & online features require a 14,400 bps or faster modem or a direct Internet connection. – Some years published also in expanded form with title: MacInTax deluxe. – Description based on: Tax year 1995. Last issue consulted: Tax year 1997.

- 71c. MacInTax deluxe [Electronic resource]. – Electronic program. – tax year 1999. – San Diego (CA) : Intuit. – electronic optical discs : sd., col. ; 12 cm.

System requirements: Macintosh/Power Macintosh ; 68030 IIcx processor or higher ; system 7.1 or higher ; 12" color monitor ; 8MB of RAM (16MB recommended) ; 2X CD-ROM drive (4X recommended) ; 30 MB of hard drive space ; electronic filing & online features require a 14,400 bps or faster modem or a direct Internet connection. – At head of title: Tax year 1997-tax year 1999 : Quicken. – Continued by: TurboTax deluxe. – Description based on: Tax year 1995.

- 71d. TurboTax deluxe [Electronic resource]. – Electronic program. – Tax year 2000- . – San Diego(Calif.) : Intuit, 2001- . – electronic optical discs : sd., col. ; 12 cm.

System requirements: Macintosh 7.6 or higher ; CD-ROM drive ; printer. – At head of title: Quicken. – Continues: MacInTax deluxe.

- 71e. Minnesota state supplement [Electronic resource]. – Electronic program. – 1990. – Oxnard (CA) : Softview, -[1991]. – electronic discs : col. ; 9 cm.

Title from label. – System requirements: Macintosh/Power Macintosh ; 68030 IIcx processor or higher ; system 7.1 or higher ; 12" color monitor ; 8MB of RAM (16MB recommended) ; 2X CD-ROM drive (4X recommended) ; 30 MB of hard drive space ; electronic filing & online features require a 14,400 bps or faster modem or a direct Internet connection. – Continued by: MacInTax personal Minnesota. – Description based on and last issue consulted: 1990.

- 71f. MacInTax personal Minnesota [Electronic resource]. – Electronic program. – Tax year 1991- . – San Diego : ChipSoft CA, Inc., 1992- . – electronic discs : col. ; 9 cm.

Title from label. – System requirements: Macintosh/Power Macintosh ; 68030 IIcx processor or higher ; system 7.1 or higher ; 12" color monitor ; 8MB of RAM (16MB recommended) ; 2X CD-ROM drive (4X recommended) ; 30 MB of hard drive space ; electronic filing & online features require a 14,400 bps or faster modem or a direct Internet connection. – Issues for Tax year 1994- published by: Intuit, Inc. – Continues: Minnesota state supplement. – Last issue consulted: Tax year 1998.

72. Tracts for the times [Electronic resource] / Project Canterbury. – Electronic data. – Tract no. 1-tract no. 90.

Title from Web site (viewed 2001 Jan. 27). – Mode of access: World Wide Web. URL: <http://justus.Anglican.org/resources/pc/tracts>. – Originally published: London : Printed for J.G.F. & J. Rivington ; Oxford : J.H. Parker, 1840-1842.

#### Integrating resources

73. Bankservicefees.com [Electronic resource] : your guide to Canadian bank fees / Stewart Associates. – Electronic data. – Toronto : Stewart Associates, [1999]- .

Title from home page (viewed on Sept. 21, 2001). – Mode of access: World Wide Web. URL: <http://www.bankservicefees.com/index.html> – Continuously updated.

74. Interactive tariff and trade dataweb [Electronic resource] / United States International Trade Commission. – Electronic data. – [Washington, D.C. : USITC, 2001]- .

Title from title screen (viewed on Nov. 15, 2001). – Mode of access: World Wide Web. URL: <http://dataweb.usitc.gov/>. – Continuously updated. – HTML title: USITC trade database. – Data on this site have been compiled from tariff and trade data from the U.S. Department of Commerce, the U.S. Treasury, and the U.S. International Trade Commission.

#### Microforms

see also examples 29a-29b, 51a-51b, 52a-52d

75. The Somali news [Microform]. – Mar. 31, 1961-Sept. 26, 1969 ; year 1, no. 1 (1 Oct. 1969)- . East Lansing (Mich.) : Information Services Photo Laboratory, Michigan State University ; Chicago (Ill.) : Center for Research Libraries [distributor, 1997?]. – 2 microfilm reels : ill. ; 35 mm.

Ceased with issue for 22 Oct. 1969. – Originally published: Mogadishu (Somalia Republic) : Ministry of Information, 1961-1969.

76. Tracts for the times [Microform] / by members of the University of Oxford. – Tract no. 1-tract no. 90. – Chicago (Ill.) : Library Resources, Inc., 1970. – 5 microfiches : positive ; 8 x 13 cm. – (Library of English literature ; LEL 21176-21180)

Title from header. – Available also online. Mode of access: World Wide Web. URL: <http://justus.Anglican.org/resources/pc/tracts>. – Originally published: London : Printed for J.G.F. & J. Rivington ; Oxford : J.H. Parker, 1840-1842.

## Endnotes

1. Report of the International Meeting of Cataloguing Experts, Copenhagen, 1969. *Libri*, vol. 20, no. 1, 1970; pp. 115-116.
2. *Form and Structure of Corporate Headings*. – London : IFLA International Office for UBC, 1980.
3. Those italicized are mandatory only if applicable.
4. Other title information is not given, with the exception of the expanded form of the title proper consisting of an acronym or initialism.
5. The name of the issuing body in a key title construction or in the respective field of an ISSN record may be equivalent to a statement of responsibility.
6. Only in the form of a qualifier within the key title, if applicable.
7. In the case of current serials the start date is given; in the case of ceased serials, the start date and end date are given. These dates are not necessarily the dates of coverage; some ISSN Centres indicate the date of publication instead.
8. Only in the case of reprints, when the date of publication considerably differs from that of the original start date.
9. The area is used only subject to certain conditions.
10. These, being the two most important identifying data of continuing resources, are transcribed in an ISSN record - on output - as the first two elements.
11. Title page means title-page substitute whenever a publication lacks a title page. This meaning applies whenever the words "title page" are used in this document. For continuing resources in special categories of material, the appropriate ISBD should be consulted for the prescribed source of information; e.g. for a serial cartographic resource, consult ISBD(CM); for a serial sound recording, consult ISBD(NBM).
12. Numbers and dates given in area 3 are not to be confused with the numbers and dates by which local holdings of a specific collection are recorded, and that can vary from one collection to another. No provision is given in ISBD(CR) for the recording of local holdings; however, they may be provided in a note.
13. When the numbering or chronological designation of the first or last issue or part given in area 3 includes a hyphen, a double hyphen (--) without a space on either side may be substituted for the hyphen that links the numbering or chronological designation of the first and last issues or parts or that indicates that the serial is continuing.
14. The number of issues or parts given in area 5 is not to be confused with the number of physical units of the local holdings of specific collections that can vary from one collection to another (see also Endnote 12).
15. In such instances of minor changes to the title proper, the key title and ISSN are not changed; see *ISSN Manual*, Part 2.

16. In such instances of minor changes to the form of name of the corporate body in conjunction with a title proper that is a generic title, the key title and ISSN are not changed; see *ISSN Manual*, Part 2.
17. A new key title and ISSN are assigned in ISSN files to a new continuing resource formed by the merger of two or more continuing resources; see *ISSN Manual*, Part 2.
18. A new key title and ISSN are assigned in the ISSN files to each new continuing resource resulting from the split or separation into two or more continuing resources, except when the title of the original continuing resource is kept for one of the parts; see *ISSN Manual*, Part 2.
19. International Standard ISO 3297 *Documentation - International Standard Serial Numbering (ISSN)*

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