

DRAFT FOR WORLD WIDE REVIEW

**INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND
INSTITUTIONS**

DRAFT FOR WORLD WIDE REVIEW

**ISBD(ER):
International Standard Bibliographic Description
for Electronic Resources**

2004 Revision

Recommended by the ISBD Review Group

Proposed for Approval by the Standing Committee of the IFLA Cataloguing Section

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INTRODUCTION

The International Standard Bibliographic Descriptions date back to 1969, when the IFLA Committee on Cataloguing (subsequently renamed the Standing Committee of the IFLA Section on Cataloguing) sponsored an International Meeting of Cataloguing Experts. This meeting produced a resolution that proposed creation of standards to regularize the form and content of bibliographic descriptions. As a result, the Committee on Cataloguing put into motion work that ultimately would provide the means for a considerable increase in the sharing and exchange of bibliographic data. This work resulted in the concept of the International Standard Bibliographic Description (ISBD), which has now endured for more than 30 years. The individual formats to which the ISBD concept has been applied are now used by bibliographic agencies, national and multinational cataloguing codes, and cataloguers in a wide variety of libraries throughout the world, because of their potential for promoting record sharing.¹

The first of the ISBDs was the International Standard Bibliographic Description for Monographic Publications (ISBD(M)), which appeared in 1971. By 1973, this text had been adopted by a number of national bibliographies and, with translations of the original English text into several other languages², had been taken into account by a number of cataloguing committees in redrafting national rules for description. Comments from users of the ISBD(M) led to the decision to produce a revised text that was published in 1974 as the "First standard edition".

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

An ISBD Review Committee was formed by the Standing Committee of the IFLA Section on Cataloguing, and it met in 1981 to make plans for reviewing and revising the ISBDs covering monographic publications, serials, cartographic materials, and non-book materials. There were three major objectives set out for this project: (1) to harmonize provisions among the ISBDs, achieving increased consistency; (2) to improve examples; and, (3) to make the provisions more applicable to cataloguers working with materials published in non-roman scripts. In addition, two narrower objectives motivated this particular revision effort: (a) to review the use of the equals sign; and (b) to consider proposals regarding the ISBD(NBM) emanating from specialist groups such as the International Association of Music Librarians (most prominent of which was to remove "machine-readable data files" as a format from this standard). By the end of the 1980s, this project had been completed.

In the early 1990s, the IFLA Section on Cataloguing with the cooperation of the Section on Classification and Indexing set up a Study Group on the Functional Requirements for Bibliographic Records (FRBR). One immediate consequence of this development was the decision to suspend most revision work on the ISBDs while the FRBR Study Group pursued its charge to "recommend a basic level of functionality and basic data requirements for records created by national bibliographic

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

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

agencies." In 1998, the FRBR Study Group published its Final Report after its recommendations were approved by the IFLA Section on Cataloguing's Standing Committee.³ At that time the ISBD Review Group was reconstituted to resume its traditional work. As expected, the IFLA Section on Cataloguing's Standing Committee asked the ISBD Review Group to initiate a full-scale review of the ISBDs. The objective of this "second general review project" was to ensure conformity between the provisions of the ISBDs and FRBR's data requirements for the "basic level national bibliographic record."

In the ISBDs, national bibliographic agencies are called upon to "prepare the definitive description containing all the mandatory elements set out in the relevant ISBD insofar as the information is applicable to the publication being described." This practice is also recommended for application by libraries that share bibliographic data with each other. Inclusion of a data element is considered "mandatory" in all cases for certain data elements, and in other cases is considered "mandatory" when necessary for identification of the publication being described or otherwise considered important to users of a bibliography or a catalogue. In the latter cases, the inclusion or exclusion of an element has been made dependent on a specific condition that is stipulated in the provisions comprising ISBD(M). To facilitate the application of the practices stipulated, the ISBDs designate particular data elements as optional, i.e. a cataloguing agency is free to choose to include or exclude these elements. In the ISBDs, a review of the Outline (consistently provided in each standard at paragraph 0.3) will reveal which data elements are optional. Therefore, the main task in pursuing the second general review has entailed a close examination of the ISBD data elements to make optional those that are also optional in FRBR. In no case is a data element mandatory in FRBR but optional in the ISBDs.

Despite the changes introduced by the revision projects summarized above, the essential structure and data components of the ISBDs have proved relatively stable over the years and continue to be widely used in full or part by creators of cataloguing codes and metadata schemes.

The 2004 revision of the ISBD(ER) will be published only on the Internet because the ISBD Review Group views it as an interim document subject to further review and revision in the near term. This continued attention to its provisions will be undertaken in an effort to take into consideration changes to national and multi-national cataloguing codes resulting from the need to adjust practices to fit the evolution of publications that has occurred in recent years -- in particular, the emergence of electronic resources. The Review Group is hopeful that the investigations and rule changes resulting from these code revision activities will facilitate its efforts to maintain the currency of the ISBDs as well.

Grateful acknowledgment is made to Dorothy McGarry for the considerable assistance she lent in the production of the successive drafts and final version of this document.

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

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0 PRELIMINARY NOTES

0.1 Scope, purpose and use

0.1.1 Scope

The International Standard Bibliographic⁴ Description for Electronic Resources—referred to hereinafter as the ISBD(ER)—specifies the requirements for the description and identification of such 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 organizations, whether in electronic or printed form.

Electronic resources consist of materials that are computer-controlled, including materials that require the use of a peripheral (e.g. a CD-ROM player) attached to a computer; the resources may or may not be used in an interactive mode. Included are two types of resources: data (information in the form of numbers, letters, graphics, images, and sound, or a combination thereof) and programs (instructions or routines for performing certain tasks including the processing of data). In addition, they may be combined to include electronic data and programs (e.g. online services, interactive multimedia).

For cataloguing purposes, electronic resources are treated in the ISBD(ER) in two ways depending on whether access is direct or remote.⁵ Direct access is understood to mean that a physical carrier can be described. Such a carrier (e.g. disk/disc, cassette, cartridge) must be inserted by the user into a computer or into a peripheral attached to a computer—typically a microcomputer. Remote access is understood to mean that no physical carrier can be handled by the user—typically, access can only be provided by use of an input-output device (e.g. a terminal) either connected to a computer system (e.g. a resource in a network) or by use of resources stored in a hard disk or other storage device.

This definition is taken as applying for the most part to resources that are generally available, and includes those accessed by network or via telecommunications.⁶ Resources produced and/or generated for limited distribution, for fee on demand, or on a made-to-order basis are, however, included. A resource residing in permanent memory in a computer (ROM) is understood to be part of the device in which it is stored, and, if catalogued, would be treated as a resource requiring remote access.

Programmed toys, calculators, and other programmed objects are considered to be outside the intended scope of the ISBD(ER).

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

⁴ The term "bibliographic", here and throughout the ISBD(ER), is used in full awareness of its inappropriateness in this context; there is, however, no generally acceptable alternative.

⁵ The term "remote", here and throughout the ISBD(ER), is used only to identify the cataloguing treatment accorded to the resource; it does not necessarily imply the usual meaning of "distance".

⁶ In the context of applying the ISBD(ER), all remote access electronic resources are to be considered published.

Each ISBD is intended to embody a coherent set of provisions for its own type of publication, but there has been no attempt to make any ISBD exclusive. Users will, on occasion, need to refer to several ISBDs when the resource being described exhibits the characteristics described in other ISBDs, such as an electronic serial or a digitised map. In such cases, it is recommended that the bibliographic agency first apply provisions of the other ISBDs as appropriate and then apply the stipulations in the ISBD(ER). Some bibliographic agencies, however, may prefer to describe such resources by applying the ISBD(ER), supplemented with application of another ISBD appropriate for the material.

Electronic resources are also increasingly produced in different editions. A new edition occurs when it has been determined that there are significant differences in the intellectual or artistic content of the resource (see 2.1). In these cases, a separate bibliographic record is created. A resource in which the differences are not found to be significant would normally not warrant a separate bibliographic record, although a bibliographic agency may choose to create multiple bibliographic records. In the case of remote access resources (e.g. online services) that are frequently updated, it is recommended that the bibliographic agency omit the edition statement in area 2 and give an appropriate note(s) in area 7 (see 7.2.2 and 7.9).

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

(1) Each different physical carrier may be described in the same bibliographic record, with each carrier occupying a separate line or else grouped in a single continuous line in the description; or (2) Each different physical carrier may be described in separate bibliographic records (see area 5, Introductory note). However, in the case of a multimedia resource that is in two or more different physical carriers, each carrier is described following method (1) in which each carrier occupies a separate line of description in the same bibliographic record.

The ISBD(ER) is primarily concerned with the current needs of national bibliographic agencies, libraries and resource centres. It therefore may require elaboration before being applied to obsolete categories of material.

At the same time, since the resources described in ISBD(ER) are products of volatile technologies, the specific stipulations of this ISBD, particularly in area 5 (Physical description), will need to be amended as appropriate to handle properly the addition(s) of newly developing forms of material.

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 publication 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 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.

To describe a resource that exhibits characteristics for the description of which more than one ISBD must be applied (e.g. an electronic continuing resource, a digital map that is serially issued, etc.), the cataloguer may combine elements from any existing ISBD that are necessary to describe all aspects of the resource, including its content, its carrier and its form of issuance⁷ To describe a resource that is available in more than one physical format or in more than one output medium or display format, it is recommended that national bibliographic agencies, and those cataloguing organizations that participate in a network sharing bibliographic data with each other, create one bibliographic record for each physical format, output medium, or display format of the resource. Other cataloguing organizations may describe the resource using either a single bibliographic description or multiple bibliographic descriptions based on local requirements and needs of users of the catalogue, provided that adequate information to identify each is given.

0.2 Definitions

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

⁷ Note that this provision does not apply to publications that comprise a primary component with subsidiary components not of the same general material category (see 1.2.3).

Access	A method of obtaining data resources and programs. (See also Direct access, Remote access.)
Accompanying material	Any material issued with the main part(s) of the resource being described, and intended to be used with it.
Accompanying material statement	A brief description of accompanying material.
Alternative title	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.
Area	A major section of the bibliographic description, comprising data of a particular category or set of categories.
Bibliographic description	A set of bibliographic data recording and identifying a resource.
Common title	That part of the title that is carried by a group of related resources in addition to their different section titles. The common title serves to indicate this relationship and together with the section title identifies a given resource. The common title may also be common to a main resource and its supplement(s) and to a main series and its sub-series when the supplement(s) or sub-series has (have) dependent title(s).
Container	Any housing for a resource, a group of resources, or a part of a resource, that is physically separable from the material being housed. (A box or folder for a set of disks/discs is a container, a cassette or cartridge is not.)
Data set name see File name	
Dependent title	A title that by itself is insufficient to identify a resource and that requires the addition of the common title, or the title of the main resource or the title of the main series. Examples are section titles, some supplement titles and some titles of sub-series.
Dependent title designation	Numbering that alone or in conjunction with a dependent title serves to distinguish one of two or more related resources having a common title. (See also Sub-series designation.)
Direct access	A method of obtaining an electronic resource by use

of a physical carrier, such as a disk/disc, cassette, or cartridge, designed to be inserted by the user into a peripheral attached to a computer—typically a microcomputer.

Directory	A list of files with associated file names that can be viewed and ordered in various ways (e.g. alphabetically or by date, size, or as icons in a graphical user interface).
Document	An object that comprises intellectual and/or artistic content and is conceived, produced and/or issued as an entity.
Documentation	Information issued by the publisher, creator, etc., with the resource, normally in the form of manuals or guides (sometimes electronic) describing how to initiate, operate, and maintain electronic resources and computer systems.
Edition	All copies of a resource produced from substantially the same original input and issued by the same agency or group of agencies. An edition may be identified by an edition statement in the resource or may be inferred by the cataloguer by the presence of significant differences in the content or by information provided by the publisher. (See also Version.)
Edition statement	A word or phrase, or a group of characters, indicating that a resource belongs to an edition.
Element	A word or phrase, or a group of characters, representing a distinct unit of bibliographic information and forming part of an area of the bibliographic description.
File name	A name, usually consisting of a maximum number of alphanumeric characters that are used to identify either a data resource or a program to the computer. Also known as data set name.
General material designation	A term, indicating, broadly, the class of material to which a resource belongs.
Home page	The main or opening screen of a hypertext document for a World Wide Web site. Home pages are a subset of "Web pages" that present information on systems, services, and products, and, in addition, provide links in the form of words, URLs, etc., to other related documents and Web sites. (See also Web page, World Wide Web site.) .

Internet	A large network made up of a number of smaller networks that are connected to each other, using the Internet Protocol (IP) and other similar protocols. The Internet provides such services as file transfer, electronic mail, remote login, and news, among others. (See also World Wide Web.)
ISBN (International Standard Book Number)	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. The ISBN will become a 13-digit number by January 2007.
ISSN (International Standard Serial Number)	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.
Key title	The unique name assigned to a serial by the ISSN Network and inseparably linked with its International Standard Serial Number (ISSN).

Main series	A numbered series that contains one or more sub-series
Menu	A list of available options that are built into a file.
Multi-level description	A method of bibliographic description based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main resource. The second and subsequent levels contain information relating to the individual part or other unit.
Multi-part resource	A monographic resource in a finite number of physically separate parts known to have been conceived or published as an entity; the separate parts may have their own titles and statements of responsibility.
Numbering	The identification of each of the successive parts of a 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.
Other title information	A word or phrase, or a group of characters, appearing in conjunction with, and subordinate to, the title proper of the resource. Other title information also occurs in conjunction with, and subordinate to, other titles (e.g. parallel titles, titles of individual works contained in the resource, titles in series/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 resource or the works contained in it, or is indicative of the motive for, or the occasion of, the resource's production. The term includes sub-titles, but does not include variant titles (e.g. spine titles, sleeve titles) found in the resource but not on the prescribed source of information.
Parallel edition statement	The edition statement in another language and/or script.
Parallel title	The title proper (or the title of an individual work included in a resource with no collective 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.
Peripheral	An accessory connected to a computer system that is usually used to conduct input-output operations (e.g.

a printer, joystick).

Physical carrier	The physical medium on or in which data, sound, images, programs, etc., may be stored. For certain categories of material, the physical carrier consists of a storage medium (e.g. tape, film) sometimes encased in a plastic, metal, etc., housing (e.g. cassette, cartridge) that is an integral part of the resource.
Prescribed punctuation	Punctuation supplied by the bibliographic agency to precede or enclose the information given in each element (except the first element of area 1) or area of the bibliographic description.
Prescribed source of information	The source or sources from which information is taken for entry of each element or area of the bibliographic description.
Producer	The person or corporate body with the financial and/or administrative responsibility for the physical processes whereby an electronic resource is brought into existence. Specific responsibilities may relate in varying degrees to the creative and technical aspects of a particular work, including collecting data and converting data into a computerized form.
Record	A group of words, numbers, or symbols, or a combination thereof, identified as a unit from the standpoint of content or use (e.g. a bibliographic entry in a library catalogue, a case in a survey, a student test score).
Remote access	A method of using an electronic resource when there is no physical carrier to be handled by the user. The resources are stored on large storage devices maintained mechanically or by a computer technician, including hard disks on microcomputers.
Resource	A document, group of documents, or part of a document in any medium or combination of media, tangible or intangible, considered as an entity and forming the basis of a single bibliographic description.
Section title	The title specific to a section that serves to distinguish one part of a group of related resources having a common title. The section title is dependent on the common title for identification of a resource whether distinctive or not.
Series	A group of separate resources related to one another by the fact that each resource bears, in addition to its

	own title proper, a collective title applying to the group as a whole, i.e. the title proper of the series. The separate resources may or may not be numbered.
Series statement	The main elements identifying a series, including any numbering of the separate resources within the series. Also includes a statement that a resource forms part of a multi-part resource. (See also Sub-series statement.)
Specific material designation	The term indicating the specific class of material to which the resource belongs.
Statement of responsibility	Name(s), phrase(s) or groups(s) of characters relating to the identification and/or function of any persons or corporate bodies responsible for or contributing to the creation or realization of the intellectual or artistic content of a work. Statements of responsibility may occur in conjunction with titles (e.g. the title proper, parallel titles, titles of individual works contained in the resource, titles in series/sub-series statements) or in conjunction with edition statements.
Sub-series	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.)
Sub-series designation	Numbering following the title of the main series, that can stand alone or in conjunction with the title of the sub-series.
Sub-series statement	The main elements identifying a sub-series, including any numbering of the separate 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.)
Title	A word or phrase, or a group of characters, usually appearing in a resource, that is the name of the resource or the work (or any one of a group of individual works) contained in it. A resource will usually contain several titles (e.g. on the resource itself or on the front or the spine of the container), and these titles may be identical or may differ from one another
Title proper	The chief title of a resource, i.e. the title of a resource in the form in which it appears in the prescribed sources of information for the title and statement of responsibility area. The title proper includes any

	alternative title, but excludes parallel titles and other title information.
Title screen	Title information appearing on a monitor or screen, usually displayed in the first or opening frame(s) of a resource.
Version	A related term for edition. Versions may indicate major or minor changes and, as such, may not constitute a reliable guide to indicate a new edition. (See also Edition.)
Web page	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.)
Web site see World Wide Web site	
World Wide Web	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.
World Wide Web site	A location, identified in the form of a URL, on the World Wide Web that stores Web pages for access and use.

0.3 Comparative outline of the ISBD(G) and the ISBD(ER)

0.3.1 Outline of the ISBD(G)

<i>Area</i>	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>
1.		
Title and statement of responsibility area	[]	1.1 Title proper
	=	1.2 General material designation
	:	1.3 Parallel title
	:	1.4 Other title information
	/	1.5 Statements of responsibility
		First statement

Note: Each area, other than the first, is preceded by a point, space, dash, space (. –)

				;	Subsequent statement
2.	Edition area		2.1		Edition statement
		=	2.2		Parallel edition statement
			2.3		Statements of responsibility relating to the edition
				/	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				
4.	Publication, distribution, etc., area		4.1		Place of publication, distribution, etc.
					First place
				;	Subsequent place
			4.2	:	Name of publisher, distributor, etc.
			4.3	[]	Statement of function of distributor
			4.4	,	Date of publication, distribution, etc.
			4.5	(Place of manufacture
			4.6	:	Name of manufacturer
			4.7	,)	Date of manufacture
5.	Physical description area		5.1		Specific material designation and extent of resource
			5.2	:	Other physical details
			5.3	;	Dimensions
			5.4	+	Accompanying material statement
6.	Series area		6.1		Title proper of series or sub-series
		=	6.2		Parallel title of series or sub-series
	<i>Note: A series statement is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses</i>	:	6.3		Other title information of series or sub-series
			6.4		Statements of responsibility relating to the series or sub-series
				/	First statement
				;	Subsequent statement
			6.5	,	International Standard Serial Number of series or sub-series
			6.6	;	Numbering within series or sub-series
7.	Note area				
8.	Standard number (or alternative) and terms of availability area		8.1		Standard number (or alternative)
		=	8.2		Key title
		:	8.3		Terms of availability and/or price
		()	8.4		Qualification (in varying positions)

0.3.2 Outline of the ISBD(ER)

General notes on the outline of the ISBD(ER)

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. In addition, area 5 (Physical description) can be repeated under certain circumstances (see area 5, Introductory note).

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. No provisions are included in the ISBD(ER) for area 3 of the outline of ISBD(G) (Material (or type of publication) specific area) or for element 8.2 of the ISBD(G) outline (Key title). Provisions regarding qualifications to a standard number (or alternative) or to a statement of terms of availability and/or price (element 8.4 of the ISBD(G)) are included in elements 8.1 and 8.3 respectively, rather than as a separate element.

F. Whenever information normally associated with one area or element appears in the resource linked linguistically as an integral part of another area or element, it is transcribed as such.

<i>Area</i>	<i>Prescribed preceding (or enclosing) punctuation for elements</i>	<i>Element</i>	
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –)</i>			
1. Title and statement of responsibility area	[]	1.1	Title proper
		1.2	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
	/		First statement
	;		*Subsequent statement
	,	*2.4	Additional edition statement
		2.5	Statements of responsibility following an additional edition statement
	/		First statement
;		*Subsequent statement	

3.	Type and extent of resource		
4.	Publication, distribution, etc., area	4.1	Place of publication, production and/or distribution First place *Subsequent place
		;	
		:	*4.2 Name of publisher, producer and/or distributor
		[]	*4.3 Statement of function of distributor
		,	4.4 Date of publication, production and/or distribution
		(*4.5 Place of manufacture
		:	*4.6 Name of manufacturer
		,)	4.7 Date of manufacture
5.	Physical description area	5.1	Specific material designation and extent of resource
		:	5.2 Other physical details
		;	5.3 Dimensions
		+	*5.4 Accompanying material statement <i>(optional)</i>
6.	Series area	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
		/	First statement
		;	*Subsequent statement
		,	6.5 International Standard Serial Number of series or sub-series <i>(optional)</i>
		;	6.6 Numbering within series or sub-series
7.	Note area		
8.	Standard number (or alternative) and terms of availability area	*8.1	Standard number (or alternative)
		:	*8.3 Terms of availability and/or price <i>(optional)</i>

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. 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.

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) and are prescribed punctuation within an element in area 5 (see 5.1). Square brackets enclose information found outside the prescribed sources of information (see 0.5.2) and interpolations in the description (see 0.6, 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.

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

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.

D. 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 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

The information used in the description of an electronic resource is taken from certain sources in a prescribed order of preference.

0.5.1 Order of preference of sources

The resource itself is used as the chief source of information. The information is taken from formally presented information (e.g. in the title screen, main menu, program statements, first display of information, the header to the file including "Subject:" lines, home page, encoded metadata (e.g. TEI header) and the physical carrier or its labels.

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

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

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

A. Printed or online documentation or other accompanying material (e.g. publisher's letter). In using accompanying documentation, caution is to be exercised in distinguishing between information that applies to the documentation and that which pertains to the resource itself. When there are several resources in the container and only the container has a collective title, the container is used rather than the labels of the individual resources.

B. Information printed on a container issued by the publisher, distributor, etc.

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

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

other published descriptions of the resource (e.g. bibliographic databases, reviews)

other sources

0.5.2 Prescribed sources of information

The term "prescribed source" is used to characterize a source of information selected in accordance with the order of preference given above (0.5.1). The prescribed source(s) of information for each area of the description is set out below. Information taken from outside the prescribed source(s) is enclosed in square brackets if it is transcribed as part of the area.

<i>Area</i>	<i>Prescribed sources of information</i>
1. Title and statement of responsibility	Chief source of information; documentation, containers, or other accompanying material
2. Edition	Chief source of information; documentation, containers, or other accompanying material
3. Type and extent of resource	Not used in ISBD(ER)
4. Publication, distribution, etc.	Chief source of information; documentation, containers, or other accompanying material
5. Physical description	Any source
6. Series	Chief source of information; documentation, containers, or other accompanying material
7. Note	Any source

8. Standard number (or alternative) and terms of availability
- Any source

The source of the title proper is recorded in all cases (see 7.1.1.2). The source of the edition statement is recorded whenever it differs from the source of the title proper (see 7.2.1).

0.6 Language and script of the description

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

prescribed abbreviations (see 0.7) 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 organizations.

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 organizations, except:

when original title or variant title is provided in area 7;
when quotations are provided in area 7.

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

0.7 Abridgements and abbreviations

0.7.1 In exceptional cases the abridgement of certain elements in the description is permitted, provided the omission takes place at the end or in the middle of the element (e.g. a lengthy title proper, see 1.1.4.1). In such cases, the omission is indicated by marks of omission.

0.7.2 Certain abbreviations are prescribed in specific stipulations (e.g. 0.10, 1.5, 4.1, 4.2). Additional abbreviations are prescribed in the specialized ISBDs.

0.7.3 In various stipulations in the ISBDs, provision is made for the use of "standard abbreviations" (e.g. in the edition statement, see 2.1) 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, are illustrative and not prescriptive.

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

0.8 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 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 4, 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

Inaccuracies or misspelled words are transcribed as they appear in the resource. They may be followed by "sic" enclosed in square brackets that are preceded and followed by a space ([sic]). Alternatively, the correct version may be added, enclosed in square brackets, the correction being preceded by "i.e." (= *id est*, that is) or its equivalent in another language and/or script. Letters or numbers that have been omitted from misspelled words may be inserted, enclosed in square brackets (in this case not preceded or followed by a space).

e.g. Small busines [sic] encyclopedias
Virtual lib[r]ary

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. / by [E.B.C.]
Note: Author's initials represented on resource by musical notes

[3rd ed.]
Note: Number of edition represented on resource by three asterisks

I [love] Paris
Note: The word 'love' in the title is represented on resource by a heart symbol

SPECIFICATION OF ELEMENTS

1 TITLE AND STATEMENT OF RESPONSIBILITY AREA

Contents	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 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. Titles of individual works by different authors contained in a resource are separated by a point, space (.), unless a linking word or phrase is given in the resource.
- G. Titles of individual works by the same author contained in a resource are separated by a space, semi-colon, space (;).
- H. In the case of titles made up of common and dependent titles, each dependent title designation, if any, or each dependent title following the common title is preceded by a point, space (.).
- I. Each dependent title following a dependent title designation is preceded by a comma, space (,).

Examples

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

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

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

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

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

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

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

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

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

Common title. Dependent title [General material designation]

1.1 Title proper

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

e.g. Netware [Electronic resource]⁸
Volkswriter deluxe [Electronic resource]
Welcome to CERN [Electronic resource]

1.1.2 The title proper is the chief title of a resource. The title proper can take various forms:

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

e.g. Survey data [Electronic resource]
Software [Electronic resource]
Graphics [Electronic resource]

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

e.g. Dian Fossey [Electronic resource]
International Summer School on Computational and Mathematical Linguistics
[Electronic resource]

1.1.2.3 The title proper can consist of or include a set of initials or an acronym prominently displayed on the prescribed source of information.

e.g. BASIC [Electronic resource]

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

⁸ In the interest of clarity, all examples relating to element 1.1 have been provided with general material designations. For provisions relating to the general material designation itself, see 1.2.

the only name given internally on the file and externally on the resource, its container, documentation and other accompanying material (see also 1.1.3.3).

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

e.g. Space zone, or, The quest for Cleopatra [Electronic resource]

1.1.2.5 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. Joe Lynn's payroll system [Electronic resource]
Bruce Mitchell on dimensional analysis [Electronic resource]
Adventure games of Derek Tyne [Electronic resource]
Galaxy Inc.'s guide to spreadsheets [Electronic resource]

1.1.2.6 When a resource contains two or more individual works and bears a collective title as well as the titles of the individual works on the prescribed source of information, the collective title is chosen as the title proper.

The titles of the individual works may be given in area 7.

e.g. Winter games [Electronic resource]
Note: Contents: Hit the slopes ; Hit the ice

Finance directions [Electronic resource]
Note: Contents: Mortgages / B. Hardy ; Loans / A. Martin-Smith ; Retirement / R.T. Coutts

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

e.g. Mix and match games. Module 1, Letters [Electronic resource]

1.1.2.8 The title proper can consist of the title of a supplement, part, etc., alone when this title can be disassociated from the common title or title of the main resource. The common title is given if appropriate in area 6.

e.g. U.S. grain sales and shipments [Electronic resource]
In area 6: (GSR agricultural surveys)

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

e.g. More graphics for Imagine that! [Electronic resource]

1.1.2.9 There is no title proper for a resource containing two or more individual works but lacking a collective title. For the transcription of such titles, see 1.1.4.2.1.

1.1.3 Choice of title proper:

1.1.3.1 Resource with one prescribed source of information

1.1.3.1.1 When two or more variant titles in the same language and/or script appear on the prescribed source of information, the title proper is selected by reference to the typography of the prescribed source of information or the sequence of titles on the prescribed source of information.

1.1.3.1.2 When the titles are in different languages and/or scripts (i.e. parallel titles, see 1.3), the title proper is the title in the language and/or script of the content of the 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 prescribed source of information.

1.1.3.2 Resource with more than one prescribed source of information

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

1.1.3.2.2 When this criterion cannot be applied (either because the resource has no language or because its content is presented equally in two or more languages or scripts), the title proper is selected from the first of two or more sequentially presented sources of information.

1.1.3.3 Variant titles (other than parallel titles, see 1.3) not selected as title proper are treated as other title information when they appear on the prescribed source of information. Variant titles appearing elsewhere in the resource may be given in area 7. File names not selected as title proper (see 1.1.2.3) may be given in area 7 when they appear on the prescribed source of information.

1.1.4 Transcription

1.1.4.1 Resource with one prescribed source of information

1.1.4.1.1 The title proper is transcribed from the prescribed source of information exactly as to wording, but not necessarily as to capitalization or punctuation (see also 0.4, 0.6, 0.7). Exceptionally, a very lengthy title proper may be abridged in the middle or at the end, if this can be done without changing the meaning of the title, without loss of essential information and without introducing incorrect grammar. Omissions are indicated by marks of omission.

1.1.4.2 Resource without a title proper

1.1.4.2.1 When the resource comprises two or more works without a title proper (see 1.1.2.9), the titles of the individual works are given in the order indicated by the typography of, or the sequence of titles on, the prescribed source of information.

e.g. Crisis [Electronic resource] ; Wilderness

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

e.g. Electronic writing [Electronic resource] ; Functional grammar ; Verbal communication

1.1.4.2.2 When the resource has a displayed text but no title proper, the text is transcribed either in full or in an abridged form. Omission of complete phrases or sentences is not indicated; abridgement

of phrases or sentences is indicated by marks of omission. The order of statements in the transcription is determined by reference to the character of the statements appearing in the resource, their typography and the layout of the resource. Important parts of the content of the text, such as the names of products or organizations and the names, places and dates of events, are retained. Additional information on these or any other aspect of the content may be given in area 7. Punctuation is at the discretion of the bibliographic agency, except that combinations of symbols and spacing that have a special function within this area of the ISBD outline are to be avoided.

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

1.1.4.2.3 When the resource lacks a collective title (other than in the case of a resource comprising two or more works without a collective title proper, see 1.1.4.2.2), an appropriate statement is supplied in square brackets using the language and script of the resource, or optionally (particularly for a resource having no language) the language and script chosen by the bibliographic agency.

e.g. [Computer and information science technical reports, University of Florida] [Electronic resource]

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 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. The recommended English language general material designation is "Electronic resource".

e.g. Compton's multimedia encyclopedia [Electronic resource]

1.2.2 Inclusion of the general material designation is especially useful for non-book materials included in integrated catalogues or bibliographies.

1.2.3 When the resource comprises a primary component with subsidiary component(s) not of the same general material category (e.g. an electronic resource accompanied by a manual and a wallchart), the general material designation refers only to the primary component.

e.g. E-Z math [Electronic resource]
Note: Software with accompanying teacher's guides, student manuals and flash cards

1.2.4 When a resource comprises two or more works without a title proper (see 1.1.2.9), the general material designation is given after the first title.

e.g. Building economics [Electronic resource] ; Regulatory technology / Hiram Merritt.
Construction standards / Theodore McGoldrick
Tax writer [Electronic resource] ; Managing income ; Taking stock / Donald Gaudreau

1.3 Parallel title

1.3.1 When on the prescribed source of information there are titles in more than one language and/or script, the title(s) not chosen as title proper (see 1.1.3) may be transcribed as parallel title(s). Parallel titles are included when necessary for identification or otherwise considered important to users of the catalogue.

e.g. Beyond horizons [Electronic resource] = Allende los horizontes

1.3.2 A parallel title, as an equivalent of the title proper, can take the same various forms (see 1.1.2).

1.3.3 The original title in a language other than that of the title proper appearing on the prescribed source of information and not linguistically linked to other descriptive elements (for example, as an alternative title, see 1.1.2.4; as part of other title information, see 1.4.1; as part of a statement of responsibility, see 1.5.2.4; or as part of an edition statement, see area 2) may be treated as a parallel title.

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

1.3.4 Transcription

1.3.4.1 If a parallel title appearing on the prescribed source of information is given, it is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation. Exceptionally, a parallel title may be abridged. Omissions are indicated by marks of omission.

e.g. History of the French language [Electronic resource] = Histoire de la langue française

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

e.g. Snow White and Red Rose [Electronic resource] = Blancanieves y Rosaraja = Schneewittchen und Rosenroth

1.3.4.3 Resource without a title proper

When the resource comprises two or more works without a title proper (see 1.1.2.9), and when each or any of the individual works has a parallel title or titles, the parallel titles, if given, are given following the titles to which they apply.

e.g. Du er ikke alene [Electronic resource] = You are not alone.
Opname = In for treatment

1.3.4.4 Parallel titles appearing in the resource but not on the prescribed source of information may be given in square brackets in area 1 or may be given in area 7.

1.4 Other title information

1.4.1 Other title information can appear in conjunction with, and subordinate to, the title proper, parallel title(s) or titles of individual works contained in the resource. 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.

1.4.2 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. an edition statement) when such a statement is linguistically an integral part of the other title information.

- e.g. Black holes [Electronic resource] : Sidney Owen's space games
- 1.4.3 The expanded form of a title proper that consists of a set of initials or an acronym is treated as other title information when the expanded form appears on the prescribed source of information.
- e.g. SPSS [Electronic resource] : statistical package for the social sciences
- 1.4.4 Transcription
- 1.4.4.1 If a statement of other title information is given, it is transcribed following the title to which it applies (see also 1.4.4.6).
- 1.4.4.2 If a statement of other title information is given, it is transcribed exactly as to wording, but not necessarily as to capitalization or punctuation. Exceptionally, other title information may be abridged. Omissions are indicated by marks of omission.
- 1.4.4.3 A statement of other title information appearing on the prescribed source of information before the title proper may be transcribed following the title proper when this is linguistically or otherwise possible. When this is not possible, the statement may be given in area 7.
- 1.4.4.4 When a prescribed source of information bears more than one statement constituting other title information, these statements, if given, are transcribed in the order indicated by the typography of, or the sequence of statements on, the prescribed source of information.
- e.g. Offshore oil drilling [Electronic resource] : data analysis : from Neel Oil Research Council
- 1.4.4.5 Resource without a title proper
- 1.4.4.5.1 When the resource has no title proper (see 1.1.2.9), and when there are statements of other title information relating to one or more of the titles of individual works present, these statements, if given, are transcribed following the titles to which they apply.
- e.g. Special effects [Electronic resource] : morphing and warping. 3-D modeling : generic primitives and other basic tools
- 1.4.4.5.2 A statement on the prescribed source of information constituting other title information and relating to more than one work by the same author, if given, is transcribed following the titles of the works to which it applies if this is possible. Otherwise, for example if the works by one author are not consecutive, the statement may be given in area 7.
- e.g. Pow! [Electronic resource] ; Zap it : two adventure games / Rick Held
- 1.4.4.5.3 A statement on the prescribed source of information constituting other title information and relating to all the works in a resource, although they are by different authors, may be given in area 7.
- 1.4.4.5.4 When the relationship between the statement constituting other title information and the titles of the individual works is not clear, brief explanatory words may be added in square brackets. Alternatively, the statement of other title information may be given in area 7.
- 1.4.4.6 Parallel titles and parallel other title information

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

e.g. Vienna [Electronic resource] : hotel and tourist guide = Wien : Hotel- und Reiseführer

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

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

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

1.4.4.7 When the title proper consists of a common and a dependent title (see 1.1.2.7), individual statements of other title information, if given, are given following the title(s) to which they apply. In case of doubt, a statement of other title information may be given following the title proper as a whole.

e.g. Stock selection. Portfolios [Electronic resource] : money management

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

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 a work, 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:

writers, programmers, principal investigators, graphic artists, composers, animators, etc., whose work is embodied in the resource, whether directly (e.g. author of text, editor, compiler, translator, illustrator, composer of music, etc.) or indirectly (e.g. author of the work on which the software is based);

adapters of an already existing work, whether in the same medium as the original or in another;

organizations (corporate bodies) or individuals sponsoring the work of any of the above.

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

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

A statement of responsibility is not constructed when there is no such statement in the resource.

A statement of responsibility can take various forms:

1.5.2.1 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 1.5.2.6).

e.g. Bitnet history [Electronic resource] / Billy Baron
Amazing universe CD-ROM [Electronic resource] / produced by Hopkins Technology
Communism and the cold war [Electronic resource] / ABC News Interactive

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

e.g. Educational programs that also entertain [Electronic resource] / by a team of
programmers and teachers
Bankware [Electronic resource] / Arden Wilson ; with graphics by the author

1.5.2.3 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. Minnesota agriculture [Electronic resource] / author, Ken Brumbaugh
Xwaisq interface [Electronic resource] / development and debugging, Philip Goldman

Other nouns or noun phrases are normally treated as other title information (see 1.4).

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

e.g. Alice's wonders [Electronic resource] / adapted from Alice in Wonderland by Wilford
Hagers

1.5.2.5 It can consist of statements relating to appendices and other supplementary matter when such statements appear on the prescribed source of information (see also 1.5.3.3).

e.g. Career choices of teenage girls [Electronic resource] / principal investigator, Harriett
D. Lipetz ; with appended data on entry level job openings compiled by a
joint educational task force

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

e.g. Unchurched Americans, April 1978 [Electronic resource] / [sponsored by] Coalition of Religious Groups in America ; conducted by Gallup Organization

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

1.5.2.7 A statement that is not connected with responsibility for the intellectual or artistic content of the resource is not considered a statement of responsibility. Statements such as mottoes, dedications, and statements of patronage or prizes may be omitted or given in area 7. Information such as "with accompanying reference manual" may be given in area 5.

1.5.2.8 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 1.1.2.5; as part of other title information, see 1.4.2; as part of the statement of publication, distribution, etc., see area 4).

e.g. Yaeger Political Associates on national management policies [Electronic resource]

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

e.g. Allan Knight graphics [Electronic resource] / by Allan Knight

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

1.5.3 One or more statements of responsibility

1.5.3.1 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. BASIC games and recreation [Electronic resource] / developed by Dale Kahn with Laurie Fenster

1.5.3.2 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. Xmag [Electronic resource] : screen magnification program / written by Danny Shapiro ; ported to Motif by Philip Schneider

1.5.3.3 A statement of responsibility relating to appendices and other supplementary matter (see 1.5.2.5), if given, is treated as an additional statement of responsibility following the statement relating to the whole resource or to the main part of the resource.

1.5.4 Transcription

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

- e.g. Games and more games [Electronic resource] / developed by TNF Software Arts ; graphics by Larry Blum
The bulimia study [Electronic resource] / coordinated for the Joint Task Force on Affective Disorders by George Lahan-Jones
Finnish families in Texas [Electronic resource] / principal investigators, T. Sheehan, H. Lovett
New wave stories for your microcomputer [Electronic resource] / researched and compiled by Art Gump

1.5.4.2 A statement of responsibility appearing not on the prescribed source of information but elsewhere in the resource may be transcribed in area 1 enclosed in square brackets or may be given in area 7. Statements of responsibility taken from outside the resource may be given in area 7.

1.5.4.3 When the names of several persons or corporate bodies are represented in a single statement of responsibility (see 1.5.3.1), 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. Interstate produce sales [Electronic resource] / prepared by M. Mumblow ... [et al.]
How working mothers cope [Electronic resource] / Human Resource Management Service [and] Commission on Career Development

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

1.5.4.5 Initials indicating membership of societies, academic degrees, etc., and statements of positions held and qualifications following a person's name are transcribed when the initials, etc., are necessary linguistically, or for 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 (see 1.5.2.7).

1.5.4.6 A statement of responsibility that precedes the title proper on the prescribed source of information is transcribed following the title proper and other title information unless it is linguistically linked to such information (see 1.5.2.8). The original position of the statement of responsibility may be stated in area 7.

1.5.4.7 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 resource.

e.g. Characteristics of self-esteem in adolescence [Electronic resource] / Division of Child Psychiatry, Cambridge Hospital

1.5.4.8 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. Retrospective UK MARC file, 1950-1974 [Electronic resource] / British Library Bibliographic Services Division

1.5.4.9 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.

e.g. Strikeout, and other simulation games [Electronic resource] / [collected by] Jim Good
Hausverwaltung 64 [Electronic resource] : die rationelle Hausverwaltung für ihre Mietwohnung / [Verf.] Udo Eulberg

1.5.4.10 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 prescribed source of information without taking into account the extent or degree of responsibility implied by the various statements. When the statements are not taken from the prescribed source of information, they should be given in a logical order, if such an order applies, and enclosed in square brackets.

e.g. Hardisk accounting [Electronic resource] / design, Roger Tepe ; programmer, Bob Chompsky ; graphics, Carol Mayer-Lenz

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

1.5.4.11 Parallel titles and parallel statements of responsibility

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

e.g. Canadian urban sources [Electronic resource] : a survey / Canadian Council on Urban and Regional Research = Sources urbaines canadiennes : un aperçu / Conseil canadien de la recherche urbaine

1.5.4.11.2 When it is not possible to give the appropriate statement of responsibility after each title or other title information, the statements of responsibility, if given, are given together following the last parallel title or parallel other title information. Each parallel statement of responsibility is preceded by a space, equals sign, space.

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

- e.g. Statistique des comptes nationaux, 1969-1985 [Electronic resource] =
National accounts statistics, 1969-1985 / Organisation de coopération
et de développement économiques

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

- e.g. Directions in tin trade of selected North American countries [Electronic resource] : statistical survey / International Tin Council = Conseil international de l'étain

1.5.4.12 Resource without a title proper

1.5.4.12.1 When the resource has no title proper (see 1.1.2.9), and when all the individual works have the same statement of responsibility, the statement of responsibility is given after all the titles, parallel titles and statements of other title information.

- e.g. A survey of spending on foreign language teaching [Electronic resource] ;
Foreign language teaching resources / principal investigator, J.L.
Pianko

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

- e.g. Hybrid imaging [Electronic resource] : technology and graphic design / April
Cubbitt.
Art and the machine / Fran Chen. Space art / Jean-Louis Gero ; illustrator, Judy
Randall

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

- e.g. Nuclear disarmament [Electronic resource] ; Politics of peace / principal
investigator, Thomas Cashdollar. Strategies for defense / principal
investigator, Damien Toffel

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

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

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

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

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

2 EDITION AREA

Contents	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
- . – 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

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 resource formally identified as constituting a named and/or numbered edition,
or
- B. all the copies of a 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 resource bears any formal statement to this effect.

The edition statement normally includes either the word "edition" (or its equivalent in another language). Related terms such as "version", "level", "release" or "update" can indicate an edition statement; however, these terms are sometimes used to indicate major or minor changes in a resource and, as such, may not constitute a reliable guide to indicate a new edition.

The edition statement can also include a term indicating differences from other editions (e.g. "new edition", "revised edition") or other phrases that may be linguistically associated, linking the edition to other elements of the description (e.g. original title in a form such as "new release of ...").

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

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

When the electronic resource has multiple edition statements relating to parts or pieces of the resource (e.g. an interactive multimedia work), the statement(s) that relates (relate) to the resource as a whole is (are) transcribed. When there is no one statement that applies to the resource, the statement(s) may be given in area 7.

In the case of remote access electronic resources that are often frequently updated, the edition statement is omitted in area 2, and an appropriate note(s) is (are) given in area 7 (see 7.2.2 and 7.9).

An edition statement that appears only in the accompanying documentation is not regarded as an edition of the resource unless information in the documentation indicates that the statement applies to the resource.

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

- e.g. CyberOffice for administrative personnel [Electronic resource]. – Windows 95 ed.
TAPESCAN [Electronic resource] / principal programmer, William C. Daland. – Version
3.5
The enduring vision [Electronic resource] : a history of the American people / Boyer ...
[et al.] ; developed by Bryten, Inc. – Interactive ed., 1993 version

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.

2.1.3 When no edition statement appears in the resource, although it is known that the resource contains significant changes from previous editions, a suitable edition statement in the language of the prescribed source of information and in accordance with the provisions of 2.1.2 may be supplied, enclosed in square brackets.

- e.g. . – [New ed.]
. – [Apr. 1995 issue]
. – [Rev. ed., Aug. 1995]
. – [Version 1.5]
. – [School ed.]

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

2.1.4.1 An edition statement that is an integral part of an element in another area (such as title proper) and has been treated as such (see 1.1.2.5) is not repeated in the edition area.

- e.g. The compact version of Symphony [Electronic resource]

not

Symphony [Electronic resource] . – Compact version

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

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

2.2 Parallel edition statement (*optional*)

When the prescribed source of information bears edition statements in more than one language and/or script, the statement in the language and/or script of the title proper is given. When this criterion cannot be applied, the edition statement made prominent by typography or the one appearing first is given. The parallel statement(s) may be given.

- e.g. . – Students' ed. = Ed. pour les étudiants

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.

- e.g. Findit [Electronic resource] / Lester Angerra. – Rev. version 3.3 / programmer, Kate Maggor

2.3.2 Statements of responsibility relating to the edition in hand, or to parts of the edition in hand, but not to all editions of the work are given, in accordance with the provisions of 1.5, in the edition area when found on the prescribed source of information.

- e.g. LodeStar [Electronic resource] . – Student version / with new graphics by Gerry Herin

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 2.1.1). Such statements often appear as explanatory phrases.

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

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

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

2.3.5 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 when the resource 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.

e.g. . – 2nd ed., rev. version

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

e.g. . – Test ed., 2nd ed.

2.4.3 Additional edition statements naming an unchanged reissue may be given.

e.g. . – Student version, reissued

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.

e.g. . – Version 2.4, corr. / with diagrams by Harry Weeks

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

3 TYPE AND EXTENT OF RESOURCE AREA

General note

No general use of this area is made for electronic resources. However, in using ISBD(ER) to describe resources that by their content fall within the scope of other special ISBDs (e.g. electronic serial, digitised map), it is recommended that the provisions for this area of the appropriate special ISBD be followed.

4 PUBLICATION, DISTRIBUTION, ETC., AREA

Introductory note

The term "publication, production or distribution", as used in sections 4.1-4.4, is intended to cover all types of publication, production, distribution, issuing and release activities. These activities are distinct from the activities connected solely with the physical manufacture of the resource (see 4.5-4.7), although both may be executed by the same person or body. When a person or body combines the activities of publication, production, distribution, etc., with those of physical manufacture, or when it is uncertain whether the person or body is responsible for publication, production, distribution, etc., or for physical manufacture alone, the statement is treated as one relating to publication, production, distribution, etc. In the context of applying the ISBD(ER), all remote access electronic resources are considered to be published.

Contents	4.1	Place of publication, production and/or distribution
	4.2	Name of publisher, producer and/or distributor
	4.3	Statement of function of distributor
	4.4	Date of publication, production and/or distribution
	4.5	Place of manufacture
	4.6	Name of manufacturer
	4.7	Date of 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. A supplied statement of function of a distributor is enclosed in square brackets ([]).
- E. The date is preceded by a comma, space (,).
- F. The place of manufacture, name of manufacturer and date of manufacture are enclosed in one pair of parentheses (()). Within the parentheses the same punctuation is used as in B, C and E.

Examples

- . – Place of publication or production : name of publisher or producer, date
- . – Place of publication or production : name of publisher or producer ; place of publication or production : name of publisher or producer, date
- . – Place of publication or production ; place of publication or production : name of publisher or producer, date (place of manufacture : name of manufacturer, date)
- . – Place of publication or production : name of publisher or producer, date ; place of distribution : name of distributor [function], date

4.1 Place of publication, production and/or distribution

4.1.1 The place of publication, production and/or distribution is the name of the town or other locality associated on the prescribed source of information with the name of the publisher or producer (or principal publisher or producer if more than one name appears) or distributor. If no publisher, producer or distributor is named, it is the place from which the resource was issued or distributed.

4.1.2 If the information appearing on the prescribed source of information is known to be incorrect, a correction may be supplied in square brackets (see 0.10) or given in area 7.

e.g. . – London [i.e. Maidenhead]
. – Dublin

Note: Known to be published in Belfast

4.1.3 When more than one place is associated with the name of a single publisher, producer or distributor, the place made more prominent by typography or sequence is given. If there is no typographical distinction and the places do not appear in sequence, the place considered most important to users of the catalogue is given.

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.

e.g. . – Toronto [etc.]

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

e.g. . – New York : Columbia University ; Boston : Computer Research Institute

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

e.g. . – Washington (D.C.) : U.S. Bureau of the Census ; Rosslyn (Va.) : distributed by
DUALabs

4.1.8 The place of publication, production and/or distribution is given in the orthographic form and grammatical case in which it appears in the 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, production 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. . – Cambridge (Mass.)
. – Santiago [Chile]

If it is considered necessary for identification, the full address of the publisher, producer or distributor is added to the place name. It is enclosed in parentheses if transcribed from the prescribed source of information or in square brackets if transcribed from another source.

e.g. . – Cupertino (CA) (10648 Gascoigne Dr., Cupertino 95014)

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]
. – Lerpwl [i.e. Liverpool]

4.1.11 When the name of the place of publication, production or distribution appears in the prescribed source of information in more than one language and/or script, the form of name in the language or script of the title proper is given. If this criterion does not apply, the form of name made 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.

4.1.13 When a place of publication, production or distribution does not appear anywhere in the 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. . – [Paris]
. – [Prague?]

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
. – [France?]
Editorial comment: Uncertain as 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.l.]

4.2 Name of publisher, producer and/or distributor

4.2.1 When more than one publisher or producer is named on the prescribed source of information, the name made more prominent by typography or, if there is no typographical distinction, the name that appears first is given. If there is no typographical distinction and the names do not appear in sequence, the name considered most important to users of the catalogue is given.

e.g. . – New York : Softext

Editorial comment: Publisher's name appears more prominent

. – London : BPI Systems

Editorial comment: Publisher's name appears first

4.2.2 Second and subsequent publishers or producers may be given.

e.g. – Waterloo [Ontario] : Leisure Studies Data Inc. ; Chicago : National Opinion
Research Center

4.2.3 When second or subsequent publishers or producers are omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets.

e.g. . – Chicago : American Association of Individual Investors [etc.]

4.2.4 When the names of both a publisher or producer and a distributor appear on the prescribed source of information, the name of the distributor may be given. When the name of the distributor appears in any other source, it may be given in area 7. If only the distributor is named, this must be given.

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

e.g. : Xanara

Editorial comment: Publisher's name appears as Xanara Technologies

Addison-Wesley

Editorial comment:: Publisher's name appears as Addison-Wesley Publishing
Company

4.2.6 When the name of the publisher, producer or distributor appears in full in area 1, either the full form may be repeated in area 4, or an abbreviated form 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 on the prescribed source of information.

e.g. Chemical properties database [Electronic resource] / National Chemical Data Board. –
Malden (MA) : The Board
Social science citation index [Electronic resource] / Institute for Scientific Information. –
[Philadelphia] : The Institute

4.2.7 When the name of a publisher, producer or distributor appears on the prescribed source of information in more than one language and/or script, the form of name in the language or script of the title proper is given. If this criterion does not apply, the form of name made more prominent by typography or, if there is no typographical distinction, the form of name that appears first is given.

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.

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

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

e.g. . – Paris : [s.n.]
. – [S.l. : s.n.]

4.3 Statement of function of distributor

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

e.g. . – Arlington (Va.) : Trans Video ; New London (Conn.) : distributed by Triangle Digital Inc.

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. . – Ames (Iowa) : University of Iowa ; Columbus (Ohio) : Center for Human Resource Research [distributor]

4.4 Date of publication, production and/or distribution

4.4.1 The date of publication or production of the resource described is given.

e.g. . – St. Paul (Minn.) : Quanta Press, 1995

In the case of online services and other dynamic resources (e.g. Word Wide Web sites), a note may be given to indicate also the month, day and year that appear in the resource (see 7.9).

4.4.2 When the same date applies to both publication or production and distribution or to more than one publisher, producer or distributor, it is given after the last name or statement of function.

e.g. . – Las Vegas (Nev.) : Starburst Designs ; San Diego (Calif.) : Interactive Data Corp. [distributor], 1994

4.4.3 If the publication or production date differs from the date of distribution, each date is given after the appropriate name or statement of function.

e.g. . – Seattle (Wash.) : Laser Learning Technologies, 1993 ; Hardwick (Vt.) : Optical Transfer [distributor], 1995

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

e.g. , 1969
, 5730 [1969 or 1970]
, 4308 [1975]

4.4.5 When the date that appears in the resource is known to be incorrect, it is transcribed as it appears and a correction is given in square brackets.

e.g. , 1897 [i.e. 1987]

4.4.6 When there is no date of publication, production or distribution in the resource, the copyright date or date of manufacture is given in its place. Both dates are indicated as such.

e.g. , cop. 1995

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

e.g. , 1995, cop. 1993

4.4.7.1 When there are multiple copyright dates that apply to various aspects in the production of the resource (e.g. a separate copyright date for the written program, sound production, graphics, and documentation) and there is no date of publication, production or distribution in the resource applying to the resource as a whole, the latest copyright date is given. It does not matter that the date applies only to one aspect of the creation of the resource. (See also 4.4.11.)

e.g. , cop. 1995

Editorial comment: Date is for the written program; other earlier copyright dates are for sound and documentation

4.4.8 When no date of publication, production or distribution, copyright date or date of manufacture can be ascertained for the resource, an approximate date of publication, production or distribution is given in square brackets.

e.g. , [ca. 1994]
 , [1992?]
 , [199-?]

4.4.9 In describing a multi-part resource published or issued over a number of years, the dates of the first issued part and the last issued part are both given and connected by a hyphen.

e.g. , 1993-1995

4.4.10 When the parts of such a resource have not all been received, the date of the first issued part is given, followed by a hyphen.

e.g. , 1995-

4.4.11 When copyright dates are given for each work brought together in a resource, these dates are not transcribed in the publication, distribution, etc., area. They may be given either in a note on the publication, distribution, etc., area (see 7.4) or in a contents note (see 7.7); or the multi-level method of description provided in Appendix A may be utilized.

4.5 Place of manufacture
&
4.6 Name of manufacturer

4.5.1 & 4.6.1 The place of manufacture and the name of the manufacturer must be given when they appear in the resource and both the place of publication, production or distribution and the name of the publisher, producer or distributor are unknown.

e.g. . – [S.l. : s.n.], 1996 (Seattle : Landmark Data Systems)

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

e.g. . – Urbana (Ill.) : University of Illinois at Urbana-Champaign, Laboratory for Advanced Supercomputers, 1995 (Tokyo : Zishi)

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

4.7 Date of manufacture

4.7.1 When the date of manufacture is given in place of the date of publication, production or distribution (see 4.4.6), it is not repeated here.

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

4.7.3 The date of manufacture may be given either as an element following the name of the manufacturer or by itself. In the latter case a word or brief phrase is added to clarify the date.

e.g. , [generated] 1996

5 PHYSICAL DESCRIPTION AREA

Introductory note

The following provisions describe an electronic resource that is available by direct access, i.e. in a physical carrier, such as a cassette, disk/disc, cartridge or reel, that is designed for the user to insert into a computer or into a peripheral (e.g. a CD-ROM player) attached to a computer, typically a microcomputer. Computer technology is constantly changing, and adaptation to provide for new physical carriers will be required. A bibliographic agency may also choose to apply the following provisions to an electronic resource that is available by remote access.

When the resource is available in different types of carriers (e.g. cassette and disk) and/or different sizes of carriers (e.g. 9 cm and 14 cm disks), or in a different output medium or display format (e.g. a direct access resource reproduced on optical disc and floppy disk), the bibliographic agency may choose to follow either of two methods of description:

(1) Each different physical carrier may be described in the same bibliographic record, with each carrier occupying a separate line or grouped in a single line in the description.

- e.g. . – 1 electronic optical disc : sd., col. ; 12 cm
. – 3 electronic disks : sd., col. ; 9 cm
. – 1 user guide (225 p. ; 23 cm)

Editorial comment: Different physical carriers occupying separate lines of description in the same bibliographic record

- . – 1 electronic optical disc, 3 electronic disks, 1 user guide

Editorial comment: Different physical carriers grouped in a single continuous line in the same bibliographic record

or

(2) Each different physical carrier may be described in a separate bibliographic record.

- e.g. . – 1 electronic optical disc : sd., col. ; 12 cm

When a multimedia resource is available in two or more different physical carriers (e.g. optical disc and videodisc), each carrier is described following method (1) in which each carrier occupies a separate line in the description.

- e.g. . – 1 electronic optical disc : sd., col. ; 12 cm
. – 1 videodisc : sd., col. ; 30 cm
. – 1 manual (25 p. : ill. ; 26 cm)

When an electronic resource is one of the components of a multi-media/kit resource, the bibliographic agency may choose one of the alternative methods of description used for multi-media/kit resources following the provisions of area 5 of ISBD(NBM).

Contents	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 first statement regarding other physical details is preceded by a space, colon, space (:).
- C. The dimensions statement is preceded by a space, semi-colon, space (;).
- D. Each accompanying material statement is preceded by a space, plus sign, space (+).

Example

. – Specific material designation and extent : other physical details ; dimensions + accompanying material statement

5.1 Specific material designation and extent of resource

5.1.1 The first element of the physical description area names and numbers the physical unit or units upon which the resource is carried, with other qualifying terms added as appropriate. It may also identify the specific class of material to which a resource available by remote access belongs.

5.1.2 The number of physical units is given in arabic numerals before the specific material designations.

e.g. . – 1 electronic disk
 . – 2 electronic tape cassettes
 . – 4 electronic optical discs

The extent of a resource available by remote access may be given when the information is known. If readily available, the total file size using the appropriate level (bytes, kilobytes, megabytes, etc.) may be given. If given, it is enclosed in parentheses.

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

5.1.3 The identification of a format may be given if the name of the format is in common use.

e.g. . – 1 CD-ROM
 . – 3 DVDs
 . – 4 Photo CDs

5.2 Other physical details

5.2.1 The specifications constituting other physical details are presented as appropriate in the following order:

5.2.2 The abbreviation "sd.", or its equivalent in another language and/or script, is given as appropriate for a resource that is specified to have sound or that is known to produce sound. Requirements for the production of sound (e.g. synthesizers, voice input modules) are given in a note (see 7.5.1).

e.g. . – 1 CD-ROM : sd.5.3

5.2.3 The characteristic of colour is given for a resource that is specified to display in two or more colours or is known to produce two or more colours. The abbreviation "col.", or its equivalent in

another language and/or script, is given as appropriate. The use of "black and white" (b&w) for a resource that is designed to display in one colour (e.g. white, green or amber phosphor on a dark background) is not given. Hardware required for the display or production of colour (e.g. colour cards, colour monitor) are given in a note (see 7.5.1).

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

5.3 Dimensions

5.3.1 A statement is made regarding the dimensions of the physical carrier, expressed in terms of centimetres rounded up to the next whole centimetre. The term is abbreviated as "cm" (or its equivalent in another language and/or script).⁹

5.3.2 The principal dimensions given are those of the physical carrier itself, irrespective of the external dimensions of any container such as a disk pocket or case (for the treatment of a container for a set of resources see 5.3.3).

5.3.2.1 The diameter is given for a disk/disc or a tape reel. The length and width of the tape of a reel may be given.

e.g. . – 1 electronic disk : col. ; 14 cm
. – 1 electronic optical disc ; 12 cm
. – 1 electronic tape reel ; 27 cm

5.3.2.2 The length of the face of a chip cartridge is given.

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

5.3.2.3 The length and height of a tape cassette are given when they are other than the standard size (10 x 7 cm) and the width of the tape is given when it is other than the standard width (4 mm).

e.g. . – 1 electronic tape cassette : col. ; 19 x 9 cm, 7 mm tape

5.3.3 For boxed resources such as a set of electronic disks/discs, with or without accompanying material, the dimensions of the container may be given. Alternatively, the phrase "in container" (or its equivalent in another language and/or script) may be used, or the statement may be omitted.

e.g. . – 4 electronic tape cassettes : sd., col. ; in container 12 x 36 x 20 cm

5.3.4 When the resource consists of more than one physical carrier and they differ in size, the dimensions of the smallest or smaller and the largest or larger are given, separated by a hyphen.

e.g. . – 2 electronic disks : col. ; 9-14 c

5.4 Accompanying material statement (*optional*)

5.4.1 The term accompanying material is used to denote any physically separable part of the

⁹ If preferred, dimensions may be expressed in inches (abbreviated as "in.") in place of centimetres (e.g. 3 1/2 in.).

resource not so far specified in the physical description area. Such a part may form one of two or more mutually interdependent systems (e.g. an electronic disk combined with a sound tape and a manual) or may be a minor part of the resource (e.g. an explanatory pamphlet). Alternatively, the accompanying material statement may be given in area 7.

5.4.2 Accompanying material may be described either in the terms in which it appears in the resource or by means of an appropriate specific material designation.

- e.g. . – 2 electronic disks ; 14 cm + 1 pamphlet
. – 1 electronic optical disc : sd., col. ; 12 cm + 1 sound cassette

5.4.3 A short physical description of the accompanying material may be given after the word or phrase characterizing the material. The material is described according to the provisions of 5.1 to 5.3 of the appropriate ISBD.

- e.g. . – 2 electronic disks ; 9 cm + 1 user manual (110 p. ; 23 cm)

5.4.4 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 parts of the 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.

When a resource belongs to more than one series and/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.

In the case of series and sub-series, it is necessary to consult ISBD(CR) for an understanding of the elements pertaining to area 6 (e.g. selection of sources, transcription of data). Especially important to note is the explanation of the terms "common title" and "dependent title" in ISBD(CR) 0.3.3.1, that states that these terms, as used in stipulations, cover a) all common/section titles and b) those main/sub-series titles in which the sub-series title is dependent.

Contents	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 (<i>optional</i>)
	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 is enclosed in parentheses (()).
- C. A second and each subsequent 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)
- . – (Title proper of series = Parallel title of series)
- . – (Title proper of series : other title information of series / statement of responsibility relating to series ; numbering within series)
- . – (Title proper of series, ISSN ; numbering within series)
- . – (Common title. Section or sub-series designation, Dependent title)
- . – (Common title. Dependent title = Parallel common title. Parallel dependent title).

6.1 Title proper of series or sub-series

6.1.1 The title proper of the series or sub-series corresponds to the title proper in the bibliographic description of the series or sub-series when it is described as a serial according to the provisions of area 1 of ISBD(CR), except that typographical errors are not corrected.

- e.g.
- . – (Interactive digital computer teaching models)
 - . – (Canadian travel surveys)
 - . – (Acornsoft business)

6.1.2 The title proper is given as it is found in the prescribed source of information. It is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation.

- e.g.
- . – (Sources urbaines canadiennes)

6.1.3 When a sub-series has a distinctive title, this is given in area 6. The title of the main series is given in area 7.

- e.g.
- . – (Applied statistics and econometrics ; 27)
- Note:* Main series: Multicollinearity and estimation studies

6.1.4 When the title proper is made up of a common title and the title of a section or dependent title of a sub-series, the common title is given first, followed by the section or sub-series designation and/or the section or sub-series title. The common title is not repeated in area 7.

- e.g.
- . – (National income patterns. Series 3, Indonesia)
 - . – (Mathematics and science series. Concepts ; 2)
 - . – (Super graphics. Series I ; 2)

6.1.5 When the resource described is a separate part of a multi-part resource, the title proper of the series is the title proper of the multi-part resource described as a whole according to the provisions of area 1 of ISBD(ER).

- e.g.
- . – (Dune ; vol. 4)
 - . – (Selected works of Herman Melville ; vol. 2)

6.2 Parallel title of series or sub-series

6.2.1 When the title proper of the series or sub-series appears in the prescribed source of information in more than one language and/or script, the parallel series title(s) may be given. Parallel titles of series are included when necessary for identification or otherwise considered important to users of the catalogue.

e.g. . – (Travaux de recherche en science sociale = Research monographs in the social sciences)

6.2.2 When the title proper consists of a common title and a dependent title, the parallel common title and parallel dependent title may be given after the whole title proper.

6.3 Other title information of series or sub-series

6.3.1 Other title information relating to the series or sub-series is given when it appears in the prescribed source of information and is necessary for identification of the series or sub-series or otherwise considered important to users of the catalogue.

e.g. . – (Verbal skills : writing and reporting)
. – (Introduction to technology : medieval to modern times)

6.3.2 When the title proper consists of a common title and a dependent title, other title information, if given, follows the part of the title proper to which it applies. In case of doubt, it is given after the whole title proper.

e.g. . – (Pricing and buying. Module 5, Patterns : automobile prices)
. – (Enquêtes et recherches statistiques : travaux en cours. Canada)

6.3.3 The edition statement relating to a series is treated as other title information. It is given according to the provisions of area 2.

e.g. . – (Computer simulation models : 2nd ed.)

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

6.4.1. When the title proper of the series or sub-series is a generic term, the first statement of responsibility is *mandatory*. In other cases, the first and subsequent statements of responsibility are given when they appear in the resource and are necessary for identification of the series or sub-series or otherwise considered important to users of the catalogue.

e.g. . – (Collected software / American University, English Language Institute)
. – (Plays / Eugene O'Neill)

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

e.g. . – (Research reports / Canadian Transport Commission, Research Branch =
Commission canadienne des transports, Direction de la recherche)

6.4.2 When the title proper consists of a common title and a dependent title, each statement of responsibility, if given, is given after the part of the title to which it refers. In case of doubt it is given after the whole title proper.

6.5 International Standard Serial Number of series or sub-series (*optional*)

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

e.g. . – (Elsevier's interactive anatomy, ISSN 0929-2225)

6.5.2 When the title proper consists of the distinctive title of a sub-series, the ISSN of the main series may be given with its title in area 7.

6.5.3 When the title proper consists of a common title and a dependent title, the ISSN of the common title is omitted in area 6 and may be given in area 7.

e.g. . – (Der Landkreis. Ausgabe Hessen, ISSN 0340-3246)
Note: ISSN of main series: ISSN 0342-2259

6.6 Numbering within series or sub-series

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

e.g. . – (Multimedia learning series ; vol. 2)
. – (Visit Canada series ; vol. C)
. – (Computer simulation games ; module 5)
. – (BTS research report ; 2)

6.6.2 When the title proper consists of a common title and a dependent title, the numbering of the common title is omitted. An appropriate note or the collocation of the numbering of the series and sub-series may be given in area 7.

e.g. . – (Contrasts and similarities in siblings. Series A, Young brothers and sisters (12-21) ; no. 1)
Note: Main series numbered no. 6

6.6.3 When the parts of a multi-part resource within a series are numbered, the first and last numbers and/or letters are given and connected by a hyphen when the numbering is continuous. In other cases, all the numbers/letters are given.

e.g. ; vol. 10-13
; A, C, M
; 2051-2059

7 NOTE AREA

Contents

Notes qualify and amplify the formal description where the rules for such description do not allow certain information to be included. They can, therefore, deal with any aspect of the physical make-up of the resource or its contents.

Notes, by their nature, cannot be enumerated exhaustively, but can be categorized in terms of the areas of the ISBD(ER). In addition to notes relating to these areas, there may be notes relating to the description of the resource that do not correspond to any specific ISBD area. Except where otherwise indicated, notes and their order of presentation are *optional*. Notes on system requirements (see 7.5.1) and mode of access (see 7.5.2), in this sequence, precede all other notes and are *mandatory*.

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 (/).

7.1 Notes on the title and statement of responsibility area

7.1.1 Notes on the title proper

7.1.1.1 Notes on the language of the work and on translation or adaptation

When the work contained in the resource being described is a translation or adaptation, the title of the original work is given in a note. This note may specify the language used in the resource and indicate its relationship to other resources. A note on language is necessary only if the linguistic content is significant and the language of the content cannot be inferred from other elements of the description.

- e.g. . – In German
. – Screen displays in French and English
. – Adaptation of: Draculus. 1994
. – Translation of: Als de dood

When the resource contains several individual works, the translation notes may be included in the contents note.

7.1.1.2 Notes on the source of the title proper

The source of the title proper is recorded in all cases.

- e.g. . – Title from title screen
. – Title from codebook
. – Title from container
. – Title from videodisc label
. – Title supplied by cataloguer
. – Title from IFLANET home page

- . – Title from first display of information
- . – Title from TEI header
- . – Title from printout of title screen
- . – Title from subject line of email header

7.1.1.3 Notes giving variant and transliterated titles

- e.g.
- . – Title on codebook: New Democratic Party of Ontario, 1967
 - . – Title on container: Interactive cells
 - . – "Personal finances and other applications"–Second title screen
 - . – HTML title: CyberMedia
 - . – File name: DUB.1

A locally assigned file name is recorded in 7.13.

7.1.2 Notes on the nature, scope, artistic form or purpose of the resource

A note on the form is necessary only if the form cannot be inferred from other elements of the description.

The genre or other intellectual category to which the resource belongs may be given in a note.

- e.g.
- . – Interactive adventure game
 - . – Spreadsheet, with word processing and graphics capabilities
 - . – Simulation model of the U.S. economy structured after the Wharton Econometric Model
 - . – Combined time series analysis and graph plotting system
 - . – Gray-scale image processing program

7.1.3 Notes on parallel titles and other title information

&

7.1.4 Parallel titles and other title information appearing on the prescribed source of information may be given in a note when they cannot be fitted into area 1.

- e.g.
- . – Other title information from container: Gaining financial independence
 - . – Parallel title from title screen: Les techniques de la prévision à court terme

7.1.5 Notes on the statements of responsibility

These may include statements of responsibility not taken from the resource (see 1.5.4.2), notes on variant or expanded forms of names of persons or corporate bodies, notes on persons or corporate bodies connected with the work that cannot be included in other areas of the description (because, for example, their function is not specified), notes on persons or corporate bodies connected with the technical production, administrative and consulting functions of the work and notes on persons or corporate bodies connected with previous editions but not with the edition in hand.

- e.g.
- . – Data collected in collaboration with Christiane Klapisch, Ecole pratique des hautes études, Paris
 - . – Animated by Gary Simski ; consultation provided by Micro Industries
 - . – Systems designer, Henry Letow ; sound, LF Acoustics
 - . – Label on container reads: Arizona Arts and Science Council

- . – Content developed by Charles Lytle and William Surver ; videodisc and HyperCard stack design by J. Mark Turner ; HyperCard stack programming by Helen Brooks
- . – Presenter and essayist: Alan Rich
- . – Programmer, Leslie Olfson ; reference manual, Jean Fakourey
- . – Full name of producer: Jason A. Delaire

7.2 Notes on the edition area and the bibliographic history of the resource

7.2.1 Notes on the source of the edition statement

The source of the edition statement is recorded whenever it differs from the source of the title.

- e.g.
- . – Ed. statement from booklet
 - . – Ed. statement from disk label
 - . – Ed. statement from information at end of resource

7.2.2 Notes on the bibliographic history of the resource

These include indication of the frequently changing contents of a remote access electronic resource.

- e.g.
- . – Frequently updated; last update: 2/18/97
 - . – Updated weekly
 - . – Continuously updated; version 7 dated: May 5, 1997

These include details of the resource's relationship to other resources and to other editions, including re-issues. Notes on preceding/succeeding works, supplements, etc., are given when the relationship is such that the use or understanding of the resource described is dependent on a knowledge of the related resource. A note on the related resource is also given when the resource described contains a revision.

- e.g.
- . – Program first issued by Educational Software in 1994
 - . – Electronic version of the print publication issued in 1989
 - . – Formerly: German Embassy study
 - . – Earlier parts of text published in 1984 and 1987 are digitised and made available online
 - . – Replicates survey conducted in 1993 by author
 - . – "Multimedia Master version of the original 1985 two videodisc version"—Container
 - . – Based on: Health interview survey 1996

The following dates may be given when they are relevant to the content, use or condition of an electronic resource.

date(s) covered by the data content
 date(s) when the data were collected
 date(s) of supplementary files and accompanying material not described separately

- e.g.
- . – New England sermons, 1802-1918
 - . – Interview wave I: Apr. 1991; wave II: Jan. 1992
 - . – Data are representative of the 1990 census
 - . – Data collected in May and June, 1995
 - . – Supplementary files for sophomore and senior cohorts from 1993-1995

. – Manual dated 1994

7.3 Notes relating to type and extent of resource area

Normally not applicable, see General note on area 3.

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

These may include details of other publishers, producers or distributors of the resource, notes on variant publication, production or distribution, etc., information and additional dates.

- e.g.
- . – Distributed in the U.K. by: ILIP Services
 - . – Publication information on label attached to container: Taftville (Conn.) : MCD Software Associates
 - . – User's manual distributed by the American Political Science Association, Washington, D.C.
 - . – Disk label has date: cop. 1992
 - . – Cop. 1992

7.5 Notes on system requirements and the physical description area

7.5.1 Notes on system requirements

System requirements that are conditional for use of the resource are recorded in a note for all direct access electronic resources.

System requirements are given as the first note. These requirements may include one or more technical specifications, usually given in the following order, and preceded by "System requirements:" (or its equivalent in another language and/or script).

Name, model and/or number of machine(s)
Amount of memory
Name of the operating system(s)
Software requirements (including programming language)
Peripherals
Hardware (internal) modifications

Each requirement, other than the first, is preceded by a semi-colon.

When the resource consists of two or more different physical carriers (e.g. a multimedia resource consisting of an electronic disk and a videodisc), a separate system requirements note may be made to highlight distinctive system features associated with each physical carrier. Alternatively, the cataloguing agency may choose to make a single system requirements note for both physical carriers.

- e.g.
- System requirements: Macintosh; at least 1MB; System 6.0.5 or later; HyperCard version 1.0 or later; hard disk drive; videodisc player (Pioneer 2200, 4200, 6000A, 6010A, 8000); RS232 cable connector (from Macintosh to videodisc player)

Editorial comment: Single system requirements note for different physical carriers (electronic disk and videodisc)

- . – System requirements for electronic disk: Macintosh; at least 1MB; System 6.0.5 or later; HyperCard version 1.0 or later; hard disk drive; connector cable (from Macintosh to videodisc player)
Editorial comment: Separate system requirements note for different physical carrier
- . – System requirements for videodisc: Laserdisc player (Pioneer 2200, 4200, 6000A, 6010A, 8000)
Editorial comment: Separate system requirements note for different physical carrier
- . – System requirements: Requires BinHex 4.0 to convert binary file
- . – System requirements: 386SX processor or higher; 2M RAM (4M recommended); Windows 3.0 or higher; hard disk with 8M free space; VGA adapter; col. monitor; mouse
- . – System requirements: UNIX workstation with Mosaic software
- . – System requirements: Philips Interactive compact disc (CD-I) player with monitor

7.5.2 Notes relating to mode of access

Mode of access is recorded in a note for all remote access electronic resources.

Mode of access is given as the second note following the System requirements note (see 7.5.1). It is preceded by "Mode of access:" (or its equivalent in another language and/or script). In the absence of a system requirements note, mode of access is given as the first note.

- e.g.
- . – Mode of access: Lexis system. Requires subscription to Mead Data Central, Inc.
 - . – Mode of access: World Wide Web. URL: <http://www.un.org>
 - . – Mode of access: Internet via <ftp://ftp.nevada.edu>
 - . – Mode of access: Gopher://<gopher.peabody.yale.edu>
 - . – Mode of access: Computer university network
 - . – Mode of access: Mikenet

7.5.3 Notes on the physical description area

These may include additional physical description of the resource supplementing the formal statement given in area 5 and statements on extent of a resource available by remote access.

These may also include notes on variations in physical carriers, notes on the availability of a resource in an additional medium or in different machine or system versions, notes on the physical display of data, notes on the recording characteristics of a resource, notes on containers, notes on the relationship between distinct categories of material in a single resource and notes on accompanying material not described in area 5.

- e.g.
- . – Digital and analog tracks in English and German
 - . – Also issued for IBM PC and PC compatibles
 - . – Available in ASCII and PostScript versions
 - . – Container: 32 x 36 x 16 cm
 - . – Sound cassette in stereo
 - . – A few programs have sound
 - . – Still images compressed using JPEG
 - . – Also available on the Internet
 - . – Documentation: Comprehensive occupational health nursing preparation / principal investigator, Daniel Murphy.

- . – Recorded on 9 tracks of tape
- . – Resource size: 100, 300, 220, 500 statements
- . – Computerized resource of 3000 records

7.6 Notes on the series area

These may include notes relating to various elements of area 6.

These may include notes naming the series in which the resource was previously issued or in which some but not all of the parts were published.

e.g. Originally issued in the series: Science today

7.7 Notes relating to the contents

These may include the list of contents of a resource, and may include statements of responsibility, statements of extent, etc., notes on other inclusions, such as indexes, inserts, etc.

- e.g.
- . – Contents: Trap and guess. Bumblebug ; Hidden treasures
 - . – Contents: Cohort file 1. Mature men (45-59 yrs.) ; Cohort file 2. Mature women (45-59 yrs.) ; Cohort file 3. Young boys (14-24 yrs.) ; Cohort file 4. Young girls (14-24 yrs.)
 - . – Contents: 1. Mixmatch / J. Broady and L.M. Tiems ; Ollie the otter / Dana Brynner. ; 2. Capture the play / Paul Edelstein ; Winner take all / Jennifer Drake ; Listen and learn
 - . – Contents: 1. 1985-1989 ; 2. 1990-1995
 - . – Contents: CD-ROM data (1:29) ; The young person's guide to the orchestra (16:27) ; Extra audio examples (55:43)
 - . – Contains information on all 50 states
 - . – Number of respondents: 600 civil servants in U.S. federal agencies
 - . – Contains 1200 time series
 - . – Includes references to summaries on U.S. demographic data

For multi-level descriptions, see Appendix A.

7.8 Notes relating to availability

These may include notes of limited issues or limited distribution.

- e.g.
- . – 250 copies issued
 - . – Public domain software

7.9 Notes relating to the resource described

These may include notes on the edition or issue on which the description of a remote access continuing resource is based.

- e.g.
- . – Description based on version dated: Oct. 4, 1997 13:22:11
 - . – Description based on: Vol. 3, no. 3 (May/June 1995)
 - . – Description based on home page dated: 09/06/96
 - . – Description of resource as of: May 19, 1996

7.10 Notes providing a summary

The summary provides a factual, non-evaluative account of the subject coverage. In content and expression the note may draw upon statements found in the resource, its container, documentation or accompanying textual matter. Information on the use of special techniques or processes may also be included.

- e.g. . – Uses shopping situations in a supermarket and a department store for the purpose of illustrating basic math concepts, including addition, subtraction, multiplication and division. Provides user exercises and drills to reinforce the concepts
- . – Gives information on higher civil servants in U.S. federal agencies, including personal characteristics, educational background, and occupational mobility
- . – A multimedia tool for studying the human anatomy. Users can select anterior, posterior, medial, or lateral views, each with dozens of layers, as well as specify gender and ethnic appearance

7.11 Notes relating to use/audience

These notes, normally taken from statements on or in the resource, provide non-evaluative information as to the potential or recommended use of the resource and/or the intended audience. These notes may also specify restrictions on use of the resource, such as notes on rights management.

- e.g. . – For ages 3-6
- . – Restricted to municipal law enforcement personnel
- . – Designed for those with a professional interest in analyzing spatial data (geographers, planners, meteorologists, etc.)
- . – Intended for senior high school students with knowledge of algebra
- . – Resource closed until Jan. 2010
- . – For use by library staff only

7.12 Notes on numbers

These notes are for numbers borne by the resource other than standard numbers or identifiers (see 8.1).

- e.g. . – Additional no. on label: A-096
- . – "M1 527"–Container
- . – ICPSR study no. 0003

7.13 Other notes

7.13.1 Any other notes particular to the specialized ISBDs or considered important in the context of the bibliographic agency or cataloguing organization.

In ISBD(ER), these notes include a locally assigned file name, and notes on the date when the content of the resource has been copied from or to another source.

- e.g. Local data set name: RBBIT.1
- Local file name: MENSAT
- Resource copied Oct. 1996 from local area network

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

Introductory note

The area may be repeated when a resource has more than one standard number (or alternative),

A. because it is issued in more than one medium or by more than one publisher, producer, distributor, etc.,

or

B. because it has a standard number (or alternative) for the individual unit and also a standard number (or alternative) for the whole group of which it is a part.

In both cases, the standard number (or alternative) that specifically identifies the resource being described is given first. Other numbers (e.g. for the whole group, for other publishers) are given next, as repetitions of the area.

If the title of the whole group is given in area 6, the standard number (or alternative) for the whole group is not given with it, but is given in area 8, with the standard number(s) (or alternative(s)) for the individual part(s).

Each standard number (or alternative) recorded may be followed by any qualification needed to identify it further and/or by its terms of availability and/or price, which may also be followed by a qualification. Standard numbers (or alternatives) that are repetitions of the area must be qualified.

Standard numbers (or alternatives) appearing in the resource that relate to its bibliographic history are not given in area 8. When considered important to users of the catalogue, they may be given in area 7.

Contents	8.1	Standard number (or alternative)
	8.3	Terms of availability and/or price (<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. Terms of availability and/or price are preceded by a space, colon, space (:).

C.. A qualification added either to a standard number (or alternative) or to the terms of availability and/or price is enclosed in parentheses (()).

D. Each subsequent standard number (or alternative) and terms of availability statement is preceded by a point, space, dash, space (. –), unless the areas are clearly separated by paragraphing, typography or indentation, in which case the point, space, dash, space is replaced by a point given at the end of the preceding area.

Examples

- . – ISBN (qualification) : price
- . – ISBN (qualification) : price. – ISBN (qualification) : price

- . – ISBN : price (qualification)
- . – Terms of availability

8.1 Standard number (or alternative)

8.1.1 The international standard number (ISBN, ISSN) or other international standard identifier (e.g. URN, DOI) is given when known.

8.1.2 The standard number or identifier is transcribed in accordance with the relevant standard.

- e.g.
- . – ISBN 0-7216-1213-X
 - . – urn:ietf:rfc:1630
 - . – doi: 10.1000/1
 - . – <http://purl.oclc.org/OCLC/RSPD>

8.1.3 When a standard number or identifier is incorrect as it appears in the resource, the corrected number is given, if known, followed by a point, space, dash, space and the invalid number is given as it appears, with the qualification "invalid" (or its equivalent in another language and/or script) enclosed in parentheses.

- e.g. . – ISBN 0-340-16427-1. – ISBN 0-340-16437-2 (invalid)

8.1.4 When a resource has more than one standard number or identifier because it is issued in more than one physical carrier or by more than one publisher, producer, distributor, etc., each standard number or identifier is recorded followed by the qualification and terms of availability or by the name of the publisher, producer, distributor, etc., relating to the number. Successive statements are preceded by a point, space, dash, space (. –).

8.3 Terms of availability and/or price (optional)

8.3.1 A statement of the terms on which the resource is available may be given. In the case of a resource offered for sale, the price of the resource is given in numerals with the official standard symbol for the currency. Terms for resources available for hire are recorded as such.

- e.g.
- : £2.05
 - : 950 FRF
 - : producer's tutorial, not for sale
 - : hire
 - : free to educational institutions
 - : \$325.00
 - : 500 DKK
 - : 145 €

8.3.2 Qualifications to the terms of availability and/or price are enclosed in parentheses.

- e.g.
- : £8.16 (£6.25 until 1 Jan. 1996)
 - : \$129.00 (\$100.00 for colleges and universities)
 - : \$49.00 (\$59.00 with workbook)

General notes relating to terms of availability and/or price may be given in area 7 (see 7.8).

Appendices

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:

- A. 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);
- B. certain descriptions showing as the title proper the title of each individual part, with the title common to the parts given in the series area (see 6.1.5);
- C. 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 1.1.2.7);
- D. 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 resource. The second and subsequent levels contain information relating to the individual part. The process is carried out for as many levels as are required to describe fully the resource 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 resources. Some elements may be recorded at more than one level. When the title of a part of a resource is preceded by a number or part designation, the two statements are separated by a colon, space (:).

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

- A. The description of physically separate parts of a multi-part resource.

e.g.

(Direct access electronic resource)

Visible speech [Electronic resource] / editor, Howard Bibb. – West Waterford (Conn.) : Partners In Speech, cop. 1994- . – electronic disks : sd. ; 9-14 cm.

System requirements: 386 CPU or faster; 4MB RAM; Windows 3.1 or higher; hard disk (5MB free space).

Title from title screen.

Issued also on CD-ROM.

Vol. 1: Segmentals / introduced by Alex Hanes-White. – cop. 1994. – 1 electronic disk ; 14 cm.

Vol. 2: Suprasegmentals / by Mary Loftus. – cop. 1995. – 2 electronic disks ; 9 cm + 1 user manual (104 p. ; 23 cm)

- B. The description of physically separate resources supplementary to, or accompanying, another resource (see 5.4.4 and 7.7).

e.g.

(Direct access electronic resource)

Learn to speak French. Module 1, Beginner level [Electronic resource]. – Cleveland (Ohio) : Polyglot Media, cop. 1994. – 1 electronic optical disc : sd., col. ; 12 cm.
System requirements: IBM-compatible PC; DOS 5.0 or higher; 1MB RAM; hard disk with 10MB free space; CD-ROM player.
Title from disc label.

Learn to speak French. Module 1, Beginner level / Greg Clifton. – [New York] : Hyperglot Publishers, [1994]. – 128 p. : ill. ; 28 cm.

Alternatively, a whole resource may be described on a single level, with the individual parts given in a contents note.

e.g.

(Remote access electronic resource)

City of bits [Electronic resource] : space, place, and the infobahn / William J. Mitchell. – [Cambridge, Mass.] : MIT, cop. 1995.

System requirements: Web browser; video viewer such as QuickTime or MPEGPLAY required for video applications.

Mode of access: Internet. URL: <http://mitpress.mit.edu/CityofBits/>.

Title from title screen.

Description based on resource as of: Aug. 10, 1996.

Contents: 1. Pulling glass ; 2. Electronic agoras ; 3. Cyborg citizens ; 4. Recombinant architecture ; 5. Soft cities ; 6. Bit biz ; 7. Getting to the good bits.

(Direct access electronic resource)

Visible speech [Electronic resource] / editor, Harold Bibb. – West Hartford (Conn.) : Partners In Speech, cop. 1994-. – electronic disks : sd. ; 9-14 cm.

System requirements: 386 CPU or faster; 4MB RAM; Windows 3.1 or higher; hard disk (5MB free space).

Title from title screen.

Issued also on CD-ROM.

Contents: Vol. 1. Segmentals / introduced by Alex Hanes-White ; Vol. 2. Suprasegmentals / by Mary Loftus.

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 that are given at the end of the previous element in the style required by the script (see also 0.4). 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.

e.g.

Kuwait business statistics [Electronic resource]

= إحصائيات العمل الكويتي.

– Kuwait City : Dar al Nasher, cop. 1996.

(English data transcribed first)

إحصائيات العمل الكويتي

= Kuwait business statistics.

– Kuwait City : Dar al Nasher, cop. 1996.

(Arabic data transcribed first)

APPENDIX C: EXAMPLES

1. American example (*Direct access electronic resource*)

Travis 2 [Electronic resource] : transmission line visualization software / Robert G. Kaires, Barton T. Hickman. – Version 2.0. – Boston (Mass.) : Artech House, cop. 2002.
1 CD-ROM : col. ; 12 cm + 1 user's guide (xii, 139 p. : ill. ; 28 cm). – (Artech House microwave library).

System requirements: 486 PC or higher with math coprocessor; 1MB RAM; Windows 95 (or later) or NT 3.51 (or later); 20MB free hard disk space; 800 x 600 resolution color monitor; CD-ROM drive; mouse.

Title from disc label.

Intended for engineers.

Summary: Electronic circuit simulation program. Enables the user to analyze the voltage and current waveforms propagating within transmission lines.

2. American example (*Direct access electronic resource*)

TradeCAN [Electronic resource] : database software for a competitiveness analysis of nations / by UN-ECLAC and the World Bank. – 2002 ed. – Washington (DC) : World Bank, cop. 2002.

1 CD-ROM : col. ; 12 cm + 1 user guide ([17] p. : ill. ; 12 cm).

System requirements: 120MHz Pentium PC or better; Windows 95/98/ME or later; 35MB of free hard disk space; CD-ROM drive.

In English and Spanish.

Title from disc label.

Edition statement from user guide.

"TradeCAN 2002 has been programmed entirely in Delphi 6.0"—User guide.

Summary: Comprehensive database for the analysis of the competitiveness of nations. Based on the official UN international trade statistics, covers the period 1875-2000 for all exporter countries in the world. Allows the user to use the source data to analyze and calculate market shares in commodities and manufactured exports.

3. American example (*Direct access electronic resource*)

Four steps to food safety [Electronic resource] : clean, separate, cook, chill / USDA Food Safety and Inspection Service, FDA Center for Food Safety and Applied Nutrition. – Washington (DC) : U.S. Dept. of Agriculture, Food Safety and Inspection Service, [2002].

1 electronic optical disc : col. ; 12 cm.

Title from title screen.

System requirements: Web browser; PDF reader; Real Networks' RealPlayer required for video clips; CD-ROM drive.

"September 2002."

4. American example (*Direct access electronic resource*)

Eyewitness encyclopedia of science [Electronic resource]. – New York (NY) : Dorling Kindersley Multimedia, c1994.

1 electronic optical disc : sd., col. ; 12 cm.

Title from disc surface.

Other title information on container: The essential multimedia reference guide to science and technology.

System requirements: IBM or compatible PC; 386DX microprocessor or higher; 4MB RAM; Microsoft Windows 3.1 or later; sound card; SVGA 256-color display; video software driver; CD-ROM drive; mouse; hard disk; loudspeakers or headphones.

A multimedia encyclopedia of science and technology including mathematics, physics, chemistry and life sciences.

ISBN 0-7513-1504-4

5. American example (*Direct access electronic resource*)

Commission hearings, September 9, 1999 to February 2, 2000 [Electronic resource] / International Financial Institution Advisory Commission. – [Washington (D.C.)] : International Financial Institution Advisory Commission, [2000].

1 electronic optical disc ; 12 cm.

Title from disc label.

System requirements for Windows: Intel i486 processor-based personal computer (Pentium or better recommended); 8 MB of RAM on Windows 95/98 (16 MB recommended), 16 MB of RAM on Windows NT (24 MB recommended), 10 MB of available hard drive space; Windows 95, 98, or NT 4.0 with Service Pack 3 or later (English language versions only); CD-ROM drive.

System requirements for Macintosh: Power Macintosh computer; 4.5 MB of available RAM (6.5 MB recommended), 10 MB of available hard-disk space; Apple System Software 7.5.3 or later; OpenTransport 1.1 or later; CD-ROM drive.

System requirements for UNIX: Appropriate computer workstation and operating software (requirements listed in Readme.txt file on disc); 32 MB of RAM, 12 MB of available hard disk space; CD-ROM drive.

The Commission is also known as the Meltzer Commission, after its chairman, Allan H. Meltzer. PDF and MS Word files.

Adobe Acrobat Reader 4.05, required to view PDF files, is available on the disc.

Unedited transcripts of the commission, set up in 1999 to provide recommendations to the Congress and Treasury Dept. on issues related to reform of international financial organizations, the aid and debt relief process, and on the U.S. government's contribution to international finance.

The commission looked at the future of seven key institutions: the International Monetary Fund (IMF), the World Bank Group, the Inter-American Development Bank, the Asian Development Bank, the African Development Bank, the World Trade Organization (WTO), and the Bank for International Settlements (BIS).

Shipping list no.: 2000-0035-E.

6. American example (*Remote access electronic resource*)

The work of Charles and Ray Eames [Electronic resource] : a legacy of invention. – Washington (DC) : Library of Congress, [1999?]-

Mode of access: World Wide Web. URL: <http://www.loc.gov/exhibits/eames/>.

Title from home page (viewed on Feb. 28, 2003; last updated Jan. 8, 2002).

"This exhibition was organized by the Library of Congress in partnership with the Vitra Design Museum."

Summary: Online version of an exhibition held at the Library of Congress from May 20 to September 4, 1999. Depicts the work of twentieth century designers Charles and Ray Eames. Features photographs and illustrations of furniture and buildings as well as excerpts from slide shows.

American example (*Remote access electronic resource*)

Lewis & Clark National Historic Trail [Electronic resource] / National Park Service. – Washington (DC) : National Park Service.

Mode of access: World Wide Web. URL: <http://www.nps.gov/lecl/>.

Began in 2003?

Title from home page (viewed on July 29, 2003; last updated July 2003).

Summary: Explores the trail following the route of Lewis and Clark's historic expedition into unknown territory from 1804 to 1806.

7. American example (*Remote access electronic resource*)

What the thunder said [Electronic resource] / creator, Raymond Camden. – [Lafayette, La.?] : Raymond Camden, [199-]-

Title from title screen (viewed on Aug. 8, 2003).

Mode of access: World Wide Web. URL: <http://www.camdenfamily.com/thunder/>

Presents an information resource on American-born British poet T.S. Eliot (1888-1965), compiled by Raymond Camden. Includes a timeline of Eliot's life, links to online versions of his poems, and an annotated directory of related sites,

8. American example (*Remote access electronic resource*)

Romantic circles [Electronic resource] / general editors, Neil Fraistat, Steven E. Jones, Carl Stahmer. – College Park (MD) : University of Maryland, 1996-

Title from title screen (viewed on Aug. 7, 2003).

Frequently updated.

Mode of access: World Wide Web. URL: <http://www.rc.umd.edu/>

Contents: Electronic editions : a searchable archive of innovative, scholarly hypertext editions of Romantic-period works ; Features & events : exhibits, reports, Editors' dispatches, and conferences relevant to the study of Romanticism ; Publications : searchable, comprehensive lists of scholarly publications in the field of Romanticism ; RC high school : resources for the study of Romanticism created by and for high school students and teachers ; Reviews : original online reviews of print and electronic publications in the field of Romantic studies ; Praxis series : collections of original critical and theoretical essays on Romanticism ; Scholarly resources : custom-built chronologies, indexes, and other online tools for the study of Romanticism ; Villa Diodati : a multi-user virtual space dedicated to real-time meetings, discussions, and online conferences.

Romantic Circles is devoted to the study of Romantic-period literature and culture, featuring electronic editions; Romantic Praxis, an online journal; scholarly resources for the study of Lord Byron, John Keats, Mary W. Shelley, Percy B. Shelley, Mary Wollstonecraft, their contemporaries, and Romanticism in general; conference announcements; reviews of recent books on Romanticism; and links to other important Romanticism resources on the World Wide Web.

9. American example (*Remote access electronic resource*)

Search systems [Electronic resource]. – Thousand Oaks (Calif.) : Pacific Information Resources, [1997?]-

Title from title screen (viewed on Aug. 7, 2003).

Mode of access: World Wide Web. URL: <http://www.searchsystems.net/>

This site contains a directory of public record databases. U.S. federal government, state and local government, and Canadian databases are included. Depending on the state, there are licensing records, court records, unclaimed property, sex offender registries, etc., as well as some county-level databases. There are also a number of nationwide searches (such as the Social Security Death Index and Martindale-Hubbell directory of attorneys).

10. British example (*Direct access electronic resource*)

Romeo & Juliet [Electronic resource] / producer, Chris Jennings ; commissioning editors, Domenica de Rosa, Heather Morris. – Version 1.00c. – [Oxford] : Attica Cybernetic [etc.], cop. 1995.

1 electronic optical disc : sd., col. ; in container 30 x 22 x 4 cm. – (BBC Shakespeare on CD-ROM).

System requirements: IBM or fully compatible PC with 80486SX processor; 4MB RAM (8MB recommended); DOS 5 or above; Windows 3.1 or above; SVGA monitor; MPC compatible CD-ROM drive; 8 or 16-bit MPC sound card; speakers; mouse.

Title from title screen.

Based on the play by William Shakespeare.

Edition statement from credit screen.

Accompanied by: 1 book, 1 user guide, and teacher's notes.

Contents: Romeo & Juliet and William Shakespeare (a chronology of his life and times).

Intended for school students.

ISBN 0-00-325278-7 (set) : £75.00.

ISBN 0-00-325245-0 (play).

ISBN 0-00-325279-5 (notes)

11. British example (*Remote access electronic resource*)

Electronic Beowulf [Electronic resource]. — [Great Britain?] : Electronic Beowulf Project, cop. 1995.

Mode of access: World Wide Web. URL: <http://portico.bl.uk/access/electronic-beowulf.html>.

Title from title screen.

Digitised images developed by the British Library with Kevin Kiernan and Paul Szarmach.

Summary: Introduction to the Electronic Beowulf Project including images of the manuscript.

12. Canadian example (*Direct access electronic resource*)

Lost treasures of the world [Electronic resource]. – Calgary : Follgard CD-Visions, cop. 1994. electronic optical disc ; 12 cm + 1 guide. – (Adventure guest series).

System requirements: Macintosh; 68030 processor; 6MB RAM; System 7.01 or higher; 2MB hard disk; 8 bit col. monitor; CD-ROM drive.

Title from disc label.

Host and guide: Stan Grist.

On box: Interactive CD-ROM, Macintosh/Windows.

13. Canadian example (*Remote access electronic resource*)

Waking in Jerusalem [Electronic resource] / Sharon Katz. — [Nepean (Ont.)] : Interaccess Technology Corp., 1995.

Mode of access: World Wide Web. URL: <http://digimark.net/iatech/books>.

Title from title screen.

For ages 3-7.

14. Finnish example (*Direct access electronic resource*)

Muumit meren aalloilla [Elektroninen aineisto]. – [Helsinki] : WSOY, cop. 2001.

1 CD-ROM : vär. ; 12 cm.

Järjestelmävaatimukset: PC: 486-suoritin 66 MHz ; Windows 95/98 ; 16 MB keskusmuistia ; 3 MB kovalevytilaa ; 640 x 480 näyttö, 256 väriä ; 2 x CD-ROM-asema ; soundblaster- tai yhteensopiva äänikortti.

MAC: 68040-suoritin ; system 7.

Nimeke CD-ROM-levystä.

Interaktiivinen multimedia.

Perustuu Tove Janssonin luomiin hahmoihin.

Aineisto pakkauksessa 19 x 14 x 2 cm.

15. Finnish example (*Remote access electronic resource*)

Käsityön opettajan pedagogisen tiedon lähteeltä [Elektroninen aineisto]

: persoonalliset toimintatavat ja periaatteet käsityön opetuksen

kontekstissa / Erja Syrjaläinen. – Helsinki : University of Helsinki, 2003.

Järjestelmävaatimukset : Internet-yhteys, WWW-selain ; Adobe Acrobat Reader.

URL: <http://ethesis.helsinki.fi/julkaisut/kas/kotit/vk/syrjalainen> ; PDF

Nimeke nimiönäytöstä.

Diss. : Helsingin yliopisto.

Abstract: On the source of a craft teachers' pedagogical knowledge

Myös paperimuodossa.

ISBN 952-10-1211-0 (PDF).

ISBN 952-10-1025-8 (nid.)

16. French example (*Direct access electronic resource*)

Album de photos [Document électronique] : 101 photos de qualité professionnelle. —Paris : Micro Application, 1994.

1 disque optique numérique: coul. ; 12 cm + 1 manuel utilisateur (8 p.).

Configuration requise: PC 386; 4 Mo RAM; DOS 5; Windows 3.1; logiciel de visualisation photo-CD; moniteur VGA 256 couleurs; lecteur de CD-ROM.

Titre pris sur le disque optique numérique.

Base de données de 101 images au format Kodak Photo-CD (extension PCD) et au format THN.

Contient également les programmes de visualisation Paintshop Pro 2.0 et Graphic Workshop, version shareware.

17. German example (*Direct access electronic resource*)

Erfolgreiches Marketing im Handwerk [Elektronische Ressource] : das Anwender-Programm für die aktive Markt-Bearbeitung ; Analysen, Strategien, Konzepte ; Controlling, Unternehmensziele, Corporate Identity, Werbe-Konzepte, Anwendungen ; mit Checklisten / Caller Motion Conception Marketing. – Version 2.0. – Stuttgart : Gentner, 2001.

1 CD-ROM ; 12 cm + Beil. ([1] Bl.).

Systemvoraussetzungen: PC 486 DX 33; 16 MB RAM; Win 3.x oder Win 95/98/NT, Win 2000/ME; CD-ROM-Laufwerk; VGA-Display, automatische Einstellung der Bildschirmauflösung auf 800 x 600, 16bit Farbauflösung.

Titel auf der Beil.

ISBN 3-87247-581-9 : sfr 168.00

18. German example (*Remote access electronic resource*)

Environmental chemistry letters [Elektronische Ressource] : official journal of the European Association of Chemistry and the Environment. – Berlin ; Heidelberg ; New York : Springer, 2003-
Erscheint unregelmäßig. – Lizenzpflichtig. – Bibliogr. Deskription nach Vol. 1, Issue 1 (2003).
URL: <http://www.link.springer.de/link/service/journals/10311/index.htm>.
ISSN 1610-3661

19. Italian example (*Direct access electronic resource*)

Roma [Risorsa elettronica] / un'opera multimediale a cura di Gualtiero e Roberto Carraro, Fulvio Massimi. – Roma : Sacis : Editalia Multimedia, cop. 1994. – 1 CD-ROM : sonoro, color. ; 12 cm. – Requisiti del sistema per Windows: processore Pentium 75 Mhz; Windows 95; 16 MB RAM; scheda video 640 x 480 64k colori; scheda audio Sound Blaster o compatibile; lettore CD-ROM 4x; mouse. – Requisiti del sistema per Macintosh: Power Mac66; system 7.5; 16 MB RAM; scheda video migliaia di colori scheda audio; lettore CD-ROM 4x; mouse. – Tit. della schermata del titolo. – Tit. sul contenitore: Roma duemila anni fa.

20. Italian example (*Direct access electronic resource*)

Medicina e biologia [Risorsa elettronica] = Medicine & biology in CD-ROM : dizionario enciclopedico di scienze mediche e biologiche e di biotecnologie : italiano-inglese, inglese-italiano / di Giovanni Delfino, Eudes Lanciotti, Gianfranco Liguri, Massimo Stefani. – Bologna : Zanichelli, cop. 1997. – 1 CD-ROM ; 12 cm + 1 fasc. (143 p. ; 25 cm). – Requisiti del sistema : PC 386 o sup. ; Windows 95, Windows 3.1 e successivi ; 4 MB RAM ; lettore CD-ROM con Microsoft extensions (ISO 9660) ; mouse.

21. Italian example (*Direct access electronic resource*)

Pirandello [Risorsa elettronica] : effetti di un sogno interrotto e un film da fare / a cura di Luca Toschi. – Venezia : Marsilio ; Firenze : Basilichi sviluppo : Craiat, cop. 1997. – 1 CD-ROM : sonoro, color ; 12 cm + 1 v. (61 p. ; 25 cm). – Requisiti del sistema: PC 386 o sup.; Windows 3.1 o Windows 95; 8 MB RAM; scheda grafica SVGA 640 x 480 256 colori; scheda audio compatibile Windows; lettore CD-ROM; mouse. – Tit. della schermata del titolo. – ISBN 88-317-6828-X.

22. Italian example (*Direct access electronic resource*)

Vita teatrale dietro le quinte [Risorsa elettronica] / di Sandra Pietrini. – Firenze : Firenze University Press, 2002. – 1 CD-ROM : color ; 12 cm. – Requisiti del sistema: PC Pentium 166 o superiore; 64 MB RAM; Windows 95 o successive; internet Explorer 5 o Netscape 5; scheda grafica SVGA a migliaia di colori. – Tit. della fonte interna. – Dati testuali elettronici. – In testa: Università degli studi di Firenze, Dipartimento di storia delle arti e dello spettacolo. – ISBN: 88-8453-046-6

23. Italian example (*Remote access electronic resource*)

Teorie e metodi per l'analisi dei sistemi territoriali e urbani [Risorsa elettronica] : lezioni del corso di analisi dei sistemi urbani e territoriali C / Ferdinando Semboloni. – Firenze : Firenze University Press, 2001. – Modalità di accesso: WWW. URL: <http://fs.urba.arch.unifi.it/ita/didax/bookpdf.pdf>. – Tit. della schermata del titolo. – ISBN: 88-8453-005-

24. Italian example (*Remote access electronic resource*)

Enciclopedia multimediale delle scienze filosofiche [Risorsa elettronica] / Istituto italiano per gli studi filosofici ; coordinamento editoriale dell'Istituto della Enciclopedia italiana ; redazione Vivarium ; progettazione e direzione di Renato Parascandolo. – Roma : RAI Educational, [1999]. – Modalità di accesso: World Wide Web. URL: <http://www.emsf.rai.it>. – Tit. dell'home page. – Continuamente aggiornato. – Indice: Giostra multimediale – Archivio multimediale – Aforismi – Forum – L'universo dei prodotti – Per saperne di più – Altri siti – Ricerca – Servizi – E-mail. – Descrizione della risorsa al: 2003-6-21.

25. Italian example (*Remote access electronic resource*)

Della dissimulazione onesta [Risorsa elettronica] / Torquato Accetto. – Pisa : Centro Interuniversitario Biblioteca italiana telematica (CIBIT), 2001. – Modalità di accesso: World Wide Web. URL: <http://www.bibliotecaitaliana.it/catalogo/lettura/lettura.asp?id=170>. – Tit. della schermata del tit. – Formato text/html, rtf, pdf, txt. – Fa parte di: Biblioteca italiana.

26. Russian example (*Direct access electronic resource*)

Российская национальная библиография plus [Компьют. файл] = Russian books in print plus : With Russ. books out of print / Bowker-Saur with Рос. книж. палатой и др. – Компьют. и дан. и прогр. – London : Bowker-Saur, cop. 1994-Компьют. олт. диски (CD-ROM).
Ed. 1 : March 1994. – Cop. 1994. – I компьютер. опт. диск. 2 дискеты + user's guide + Руководство поль-зователя. – Загл. с контмйнера.

27. Slovenian example (*Direct access electronic resource*)

Veliki nemško-slovenski slovar [Elektronski vir] / [Debenjak ; izdelava programov Amebis]. – Ljubljana : DZS, 1994.
3 diskete : barve, dvostranske, dvojna gostota ; 14 cm. – (Slovarji DZS)
Sistemske zahteve za okolje DOS: IBM kompatibilni PC 286 ali višji; vsaj 640 kB pomnilnika; MS-DOS 3.3 ali noejši; trdi disk z vsaj 300 kB prostora (in še dodatnih 4 MB). – Nasl. z nasl. ekrana. –
Veliki nemško-slovenski slovar. Navodila za uporabo / navodila za uporabo elektronske izdaje Amebis, Iztok Ilich, Branko Madžarevič. – 44 str. ; 20 cm.
ISBN 86-341-1395-7 (navodila)

28. Spanish example (*Direct access electronic resource*)

Textos clásicos sobre la historia de Galicia [Recurso electrónico] / Ofelia Rey Castelao (comp.). – Madrid : Fundación Mapfre Tavera : Digibis, cop. 2002.
1 CD-ROM : col. ; 12 cm. – (Colección Clásicos Tavera. Serie IV, Historia de España en sus regiones históricas ; 3).
Características del sistema: PC 486; 8 Mb de memoria RAM (recomendado 16 Mb); MS-DOS 6.0 y Microsoft Windows 3.1 o superior; espacio libre en disco local superior a 10 Mb; monitor VGA (recomendado SVGA, resolución 800 x 600, 256 colores); lector de CD-ROM local o en red.
Título tomado de la etiqueta del disco.

Serie principal numerada como n. 70.
ISBN 84-8479-031-2

29. Spanish example (Remote access electronic resource)

Biblioteca virtual Miguel de Cervantes [Recurso electrónico] : la biblioteca de las culturas hispánicas. – San Vicente del Raspeig (Alicante) : Universidad de Alicante, 1999-
Modo de acceso: World Wide Web. URL: <http://cervantesvirtual.com>.
Título tomado de la pantalla del título.
Descripción basada en el recurso a partir de: 12 sept. 2003.
Resumen: Ofrece fondos bibliográficos y documentales destacados de la cultura española e hispanoamericana. Cuenta con portales temáticos, proporciona enlaces con grandes bibliotecas y obras de referencia electrónicas, y promueve foros de discusión.

30. Swedish example (*Direct access electronic resource*)

Engelsk-svensk, svensk-engelsk ordbok [Elektronisk resurs] : [med lathund för affärsfraser] / [Vincent Petti och Kerstin Petti ; Lathund för affärsfraser är sammanställd av Lars Malmström och Roy Fox]. – Stockholm : Esselte ordbok, cop. 1990.
4 disketter ; 9 cm + handledning ; i kassett (25 cm).
Systemkrav: IBM PC AT/XT/PS2 eller likvärdig; MS-DOS 3.x eller senare; 2, 3 MB.
Titel från diskett.
Disketterna är dubbelsidiga med dubbel lagringstäthet.
ISBN 91-7113-026-8 : SEK 1.220:00

32. Swedish example (*Remote access electronic resource*)

Kan vi lära oss något av det brittiska e-Lib-programmet? [Elektronisk resurs] : rapport från en studieresa till Storbritannien 20-24 maj 1996 / av Jan Hagerlid och Frans Lettenström.– Stockholm : Bibliotheca regia Holmiensis, 1996.
Tillgänglig som: <http://www.kb.se/bibsam/bibnytt/elibslut.htm>.
Titel från filens början.

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