# ISSN Manual

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# ISSN Manual

## International Standard Serial Number

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# *INTRODUCTION*

This edition of the *ISSN Manual* is an interim revision of the *ISSN Manual. Cataloguing Part*, published in 2009.

It incorporates new rules and new criteria for ISSN assignment (in particular for electronic resources) adopted by the ISSN Network since 2010 and, for the first time, it is complemented by examples of ISSN records.

The Working Group responsible for this revision includes the members indicated below.

We would like to thank all the members for their active participation in the revision work, and all the ISSN representatives who have contributed to the drafting of this Manual.

This *ISSN Manual* is published in online form only. The Manual will be updated again once the discussions about harmonization with the other bibliographic standards (RDA - Resource Description and Access - and ISBD - International Standardized Bibliographic Description) launched in 2011, are completed.

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# 0. GENERAL ISSN ASSIGNMENT POLICIES

The International Standard Serial Number (ISSN) was developed in the early 1970's by the International Organization for Standardization (ISO) in order to meet the need for a brief, unique and unambiguous identification code for serial publications. Sole responsibility for controlling the assignment of ISSN was allocated by the resulting standard, ISO 3297, to the ISDS[1] International Centre - since 1993 known as the International Centre of the ISSN Network. The ISSN Network consists of the International Centre and National Centres established in those countries which have acceded to the Statutes of the ISSN Network.

The successful operation of the ISSN Network depends on the uniform application of common rules and standards for the registration of continuing resources and for the preparation of ISSN records for integration into the ISSN Register. In developing these rules, care has been taken to ensure so far as possible compatibility and harmonization with International standards such as the International Standard Bibliographic Description (ISBD) and the practices of other International systems such as the Anglo-American Cataloguing Rules (AACR, 2nd edition).

## 0.1 Definitions

For the purpose of the ISSN Network, the following definitions of bibliographic resource, continuing resource, serial, ongoing integrating resource, ISSN, ISSN-L and key title apply:

**Bibliographic resource**: An expression or manifestation of a work or an item that forms the basis for bibliographic description. A bibliographic resource may be in any medium or combination of media and may be tangible or intangible.

**Continuing resource**: A publication, in any medium, that is issued over time with no predetermined conclusion and made available to the public.
**Note 1:** Such a publication is usually issued in successive or integrating issues which generally have numerical and/or chronological designation
**Note 2**: Continuing resources include serials such as newspapers, periodicals, journals, magazines, etc., and ongoing integrating resources such as loose-leaf publications that are continually updated and Web sites that are continually updated.

**Serial**: A continuing resource issued in a succession of discrete issues or parts, usually bearing numbering, that has no predetermined conclusion.
Examples : Journals, magazines, electronic journals, ongoing directories, annual reports, newspapers, monographic series, and also those journals, magazines and newsletters of limited duration that otherwise bear all the characteristics of serials (e.g. newsletter of an event).

**Ongoing integrating resource**: A continuing resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Ongoing integrating resources have no predetermined conclusion.
Examples: Databases, Web sites and loose-leafs that are updated over time with no predetermined conclusion.

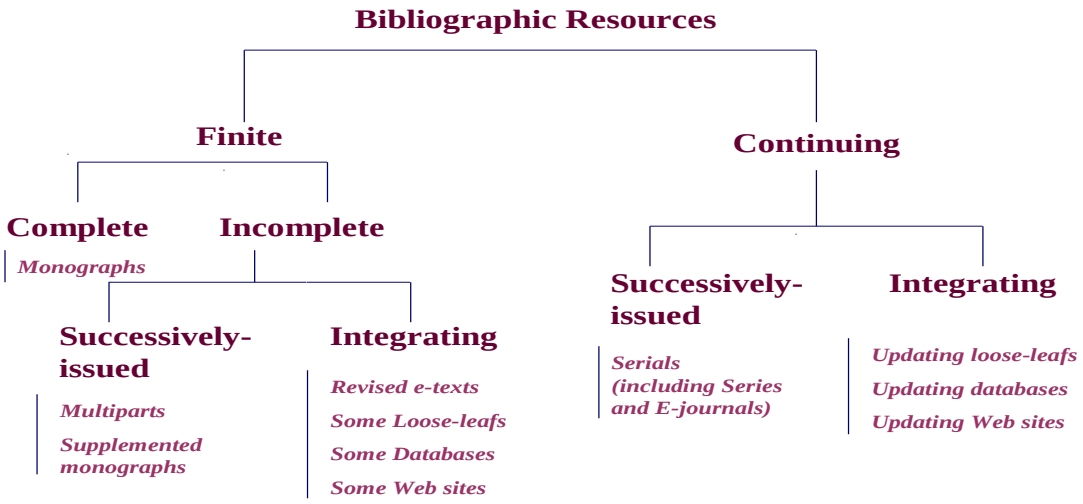
**ISSN** (International Standard Serial Number): An eight digit number, including a check digit and preceded by the alphabetic prefix ISSN, assigned to a continuing resource by the ISSN Network.

[1] *(ISDS : International Serial Data System)*

**ISSN-L** (Linking ISSN): ISSN designated by the ISSN Network to enable collocation or linking among the different medium versions of a continuing resource.

**Key title**: The unique name for a continuing resource, established by the ISSN Network and inseparably linked with its ISSN.
Note: The key title can be the same as the title of the resource; or, in order to achieve uniqueness, it can be constructed by the addition of identifying and/or qualifying elements such as name of issuing body, place of publication, edition statement, etc.

The use of these definitions is associated with the application of the following model which was developed as part of the revision of AACR2, Chapter 12.




The above definitions and other definitions are listed in Annex 1: Glossary.

## 0.2 Scope of ISSN

Each ISSN is a unique identifier for a specific continuing resource in a defined medium. Continuing resources are bibliographic resources issued over time with no predetermined conclusion, they include serials and ongoing integrating resources.

All continuing resources, whether past, present, or to be produced in the foreseeable future, whatever the medium of production, are eligible for ISSN assignment.

Also eligible for ISSN assignment are those bibliographic resources issued in successive issues or parts which bear numbering and that also bear other characteristics of a serial (e.g. frequency in the title), but whose duration is limited (e.g. the newsletter of an event)[2].

[2] Monographs, sound and video recordings, printed music publications, audio-visual works and musical works have their own numbering systems and are not specifically mentioned in this Manual. Such types of resources may carry an ISSN in addition to their own standard numbers when they are part of a continuing resource.

Eligibility does not necessarily mean ISSN assignment in practice. Section 0.3 below provides criteria for determining whether or not a continuing resource shall be ISSN assigned in accordance with the current policy of the ISSN Network.

# *0.3. Criteria for ISSN assignment*

## *0.3.1 Serials*

Serials are continuing resources issued in a succession of discrete issues or parts, usually bearing numbering, that have no predetermined conclusion.

ISSN are assigned to the entire population of serials. However, National Centres can decide to exclude ephemeral serials or serials of purely local interest from systematic ISSN assignment (see section 0.7).

## *0.3.2 Ongoing integrating resources*

Ongoing integrating resources are resources that are updated over time and with no predetermined conclusion, for which the updates are integrated into the resources and do not remain discrete.

ISSN are assigned to ongoing integrating resources which fulfill all the inclusion and exclusion criteria listed hereafter. National Centres can decide to exclude ephemeral ongoing integrating resources or ongoing integrating resources of purely local interest from systematic ISSN assignment (see section 0.7)

Meeting only one of the criteria is not sufficient for ISSN assignment.

These criteria apply to all the categories of ongoing integrating resources, whether print or electronic: databases, websites, wikis, print loose-leaf services, etc. Although blogs are considered to be serials, these same criteria should be applied to blogs.

**Note:** If a part of an ongoing integrating resource (part of website, for instance) is eligible for ISSN assignment, e.g., a newsletter that is part of the website is assigned an ISSN, this does not mean necessarily that the whole website is eligible for ISSN assignment.

### *0.3.2.1 Inclusion criteria*

1. There is editorial content (i.e., the resource mostly consists of written, textual content, and there is evidence of editorial or journalistic treatment);

2. There is identified editorial responsibility (i.e., a statement indicating the name of the publisher / producer, and at least the country of publication). Generally, editorial responsibility will consist of more than one individual;

3. There is a consistent title (i.e., a title which remains consistent when the resource is updated) and the title is prominently visible on the resource;

4. There is a valid URL (i.e., a URL leading to the actual resource);

5. The resource has subject-related content or has identified subject-related audience.

### *0.3.2.2 Exclusion criteria*

1. Personal resources (personal web sites and web pages, online diaries);

2. Resources focusing on a company, a product, an institution or organization (advertising and promotional web sites, commercial web sites, product information web sites, company and institutional web sites, web sites of organizations);

3. Web sites consisting only of links;

4. Ephemeral resources (i.e., resources known to be ephemeral).

## *0.4 Relationship between an ISSN, an ISSN-L, a key title and a continuing resource*

Only one ISSN is assigned to a continuing resource in a defined medium. This ISSN is permanently linked to the key title, a standardized form of title derived from information appearing on the continuing resource. A key title is unique to a particular continuing resource. Titles which would otherwise not be unique are made unique by the addition of qualifying elements. In cases where the title changes sufficiently to warrant creating a new key title, a new ISSN is assigned. In cases where the medium of the continuing resource changes, a new ISSN and a new key title are assigned as well (see section 2.3).

ISSN-L, the *linking ISSN*, provides for collocation or linking among the different medium versions of the same continuing resource. The same ISSN-L is associated with one or more ISSN that have been assigned to a continuing resource issued in different media (see section 3).

## *0.5 Allocation and use of blocks of ISSN*

The International Centre is responsible for the allocation of blocks of ISSN to National Centres. Each Centre receives limited blocks of numbers. In using blocks of ISSN, National Centres adhere to the following procedures:

1. Report all ISSN assigned by their centre to the ISSN Register;
2. Use ISSN within their assigned block consecutively and use up one block completely before starting another block;
3. Ensure that ISSN assignments made in advance of publication or production of a continuing resource are recorded in the ISSN Register by determining if publication or production of the resource has occurred and creating the appropriate ISSN records (or updating existing *Work records*[3]*)*.

[3] *Work records* are provisional records created for pre-publication ISSN assignments (see section 0.7.2).

# *0.6 ISSN assignment and responsibility issues*

## *0.6.1 The place of publication as a criterion for determining the National Centre responsible for ISSN assignment*

Each National Centre has sole responsibility for assigning ISSN to the continuing resources published in its country with the exception of resources published by international organizations, resources issued by multinational publishers and, in some cases, digital reproductions of ceased print serials (see sections 0.6.2, 0.6.3 and 06.4).

The country of publication is determined by the first or most typographically prominent, or only, named place given on the resource.

For online resources, determining the country of publication is based on the place of the publisher of the resource not on the place of the distributor or server.

If the place and the country of publication are not given on the resource, information found in an external source can be used.

The International Centre assigns ISSN to continuing resources published in countries where no National Centre exists.

## *0.6.2 Assignment of ISSN to continuing resources issued by multinational publishers*

Because some publishers have offices in more than one country, the actual country of publication of a continuing resource may be difficult to determine, or may vary. In order to avoid double assignments, one National Centre may assume responsibility for particular imprints or publishers irrespective of the place of publication. Such an arrangement can only be made with the agreement of the International Centre and the appropriate National Centre. The list of the agreements between ISSN Centres is published as *Annex 5: List of the agreements for the ISSN assignments to continuing resources issued by multinational publishers.*

## *0.6.3 Assignment of ISSN to continuing resources published by international organizations*

The International Centre assigns ISSN to continuing resources published by those international organizations that are listed in the Y*earbook of International Organizations*, types A to F, including those organizations which are permanently established in one country, those which publish only within one country, and those which have no fixed place of publication. Continuing resources published by national commissions of international organizations and embassies are, however, assigned ISSN by the National Centre of the country of publication except in cases when a specialised centre exists. If the international organization is not listed in the Y*earbook of International Organizations*, the National Centre of the country where the organization is located is responsible for the ISSN assignment.

## *0.6.4 Assignment of ISSN to digital reproductions of ceased print serials*

As a general policy, National Centres should assign at the same time an ISSN to both the digital reproductions **and** to the original print versions when the latter are not already identified.

**Digital reproduction of a ceased print serial when the content is owned by a current publisher**

If the content of a digitized version of a dead print serial is owned by a current publisher, the ISSN assignment should be made by the National Centre responsible for ISSN assignment to the resources of that publisher. This rule applies also:

- when the digitized version is provided by an institution such as a library or an archives provider, different from the current publisher that owns the content;

- when the digitized version is provided in parallel by a current publisher that owns the content and by an institution such as a library or an archives provider.

**Digital reproduction of a ceased print serial when the content is not owned by a current publisher**

If no current publisher owns the content, or if this determination cannot be made, the National Centre responsible for ISSN assignment is determined according to the location of the institution that is responsible for the digitized version (library or archives provider for instance) and not according to the location of the publisher of the original print version[4].

If digitized versions of a ceased print serial whose content is not owned by a current publisher are provided by several institutions located in distinct countries (libraries or archives providers for instance), the National Centre responsible for ISSN assignment is the Centre which has been first requested to do so by a library or an archives provider located in its country. The assigning Centre should liaise with other Centres that may have an interest in the resource (those Centres which have already assigned ISSN to other medium versions, in particular to the print version) to avoid the possibility of double assignments occurring.

If the original print version of the dead serial has not been already identified, the assigning Centre can also ask permission to assign ISSN to both the print and the digitized versions at the same time from the National Centre that would normally be responsible for the print version.

[4] See Chapter 17 and Annex 10

## *0.6.5 Publications whose different medium versions are under the responsibility of different National Centres*

National Centres that want to assign an ISSN to a medium version of a continuing resource that has another medium version to which an ISSN has already been assigned by another National Centre shall contact that Centre, copying the International Centre, in order to:

1. Verify that the National Centre responsible for the medium version to which an ISSN has already been assigned agrees to a different National Centre having responsibility for the new medium version;

2. Request this National Centre to create the appropriate linking entry (776 in MARC 21, 452 in UNIMARC) in its bibliographic record.

## *0.6.6 Transfer of responsibility for ISSN records*

When a continuing resource moves from one country to another, the ISSN record or the responsibility for a provisional ISSN assignment established by one National Centre has to be transferred to another Centre. Also, it sometimes happens that a provisional ISSN assignment is made by one Centre but the resource turns out to be published in another country. In all of these situations, transfer of responsibility for an ISSN assignment is necessary. In some cases the transfer is initiated by the country to which the resource has moved or which turns out to be responsible for a resource after publication. In all cases, the ISSN Centres involved shall follow**, step by step,** the procedure below:

1. The two National Centres involved reach an agreement regarding the transfer of responsibility;

2. The National Centres inform the International Centre, which changes the ISSN Centre code of the bibliographic record in the ISSN Register;

3. The new National Centre responsible for the publication creates and/or updates the record to reflect the changes (including the new country and new centre codes) and sends it to the International Centre in the usual manner[5].

[5] This last step is somewhat different for National Centres which use the cataloguing client of the Information system of the International Centre since they can create or update the record directly in the ISSN Register.

# *0.7 ISSN registration*

As their first priority National Centres systematically register new and current continuing resources (including continuing resources which have changed their titles). National Centres also register continuing resources in response to requests from users. Systematic retrospective registration is not required for ISSN Network purposes. National Centres may define their own policies in accordance with national requirements.

## *0.7.1 Exhaustivity v.s. selectivity*

As the aim of the ISSN Network is to provide identification and bibliographic control of the world's continuing resources population, exhaustivity is an objective. It is recognized, however, that many continuing resources are ephemeral or are of purely local interest. National Centres may, therefore, as a matter of policy, exclude ephemeral continuing resources and continuing resources of purely local interest from systematic registration, whether they are published in printed form or electronically (see section 0.3).

In defining their inclusion policies, National Centres do not exclude any continuing resource for which there has been a valid request for registration.

## *0.7.2 Registration on request*

ISSN are assigned to continuing resources on request, regardless of the initial date of publication and status of the continuing resource (current, dead) as long as the National Centre is provided with all the necessary information and the resource falls within the definition of a continuing resource and meets the eligibility criteria adopted by the ISSN Network.

Registration is not made without visual proof of the existence of the continuing resource, that is, the user requesting the assignment is asked to supply an issue of the continuing resource, copies of the pages containing the bibliographic information necessary for registration, or access information for the online resource.

**ISSN assignment in advance of publication (pre-publication)**

When a publisher requests an ISSN for a continuing resource that is not yet published so that the ISSN may be printed on the first issue for instance, the publisher shall provide all the necessary information and documents together with the ISSN request. The registration of an ISSN assigned to a pre-publication is delayed until the National Centre receives a copy of the first issue or other acceptable proof of the existence of the continuing resource. Provisional registration in the form of *work records* is possible. *Work records* are provisional ISSN records based on pre-publication information. These records can be viewed only by the National Centres and not by subscribers of the ISSN Register as available at *http://portal.issn.org*.

**Cancellation of publication**

When a publication is cancelled before the appearance of the first issue, the ISSN that was assigned on a provisional basis is suppressed and cannot be re-assigned.

**Circulation of requests**

Requests from users in a given country are addressed to the National Centre of that country. The National Centre processes all requests concerning its own national continuing resources output, and forwards requests relating to continuing resources published by international organizations or multinational publishers, or to continuing resources published outside its country (see section 0.6) to the appropriate Centre.

**Time of response to requests**

At the discretion of the National Centre, a request for assignment of an ISSN to an individual title is answered as quickly as possible, preferably within 10 business days after receipt of the request. Urgent requests may be communicated to the National Centre by telephone, fax or e-mail providing that the supporting documentation is available.

Requests concerning a limited number of continuing resources should be answered within two months. Requests which involve a large number of continuing resources are negotiated with the appropriate Centre. In cases where a National Centre is unable, or fails, to respond to a request within the prescribed time limits the International Centre assigns the ISSN and informs the National Centre of the assignment.

## *0.7.3 Input to the ISSN Register*

Records are transmitted preferably monthly to the International Centre either by FTP files or directly on the FTP server of the International Centre. The bibliographic data elements are recorded according to the specifications of this Manual and MARC 21 and UNIMARC[6].

Records are also established directly in the ISSN Register by the International Centre and those National Centres which use the cataloguing client of the information system of the International Centre.

Records of continuing resources issued in non-roman scripts are transliterated into the Roman alphabet by the National Centres before transmission to the International Centre in accordance with appropriate ISO transliteration standards, or other standards accepted by the ISSN Network. Data in non-roman scripts can be also recorded in accordance with MARC 21 or UNIMARC.

Exceptionally, ISSN data transmittal sheets can be used by a National Centre, which does not have the technical facilities to produce a suitable electronic file of ISSN records or to use the cataloguing client of the information system of the International Centre.

Once a record has been entered in the ISSN Register, National Centres endeavour to notify the International Centre of any changes which may occur after initial input. Amendments or replacements are transmitted to the International Centre in accordance with the procedures used for the initial transmission of the records.

[6] ISSN MARC, used only by a few National Centres, is no longer maintained by the ISSN International Centre. It should be abandoned by 2013.

# 1. THE ISSN RECORD

The process of continuing resource registration for the ISSN Network includes the assignment of ISSN and key title as well as the preparation of the accompanying ISSN bibliographic record. Because of its bibliographic data this ISSN record represents the authority record for continuing resource titles.

## 1.1 Content and functions

The ISSN record includes mandatory and optional data elements which serve different functions relating to:

- unique identifier of the continuing resource (ISSN and key title);
- additional information describing the continuing resource;
- linking or collocating the different medium versions of the same continuing resource (ISSN-L);
- linking the continuing resource to other continuing resources;
- the content of the continuing resource (subject classification);
- intellectual responsibility for the continuing resource (issuing body);
- the use of the continuing resource (coverage by abstracting and indexing services);
- the electronic address of the resource (URL, e-mail);
- and coded elements, for example, the country code, frequency, language and physical medium codes.

A number of descriptive data elements included in the ISSN record are the same as those appearing in the bibliographic records of national bibliographic agencies following national cataloguing rules or International standard practices such as the ISBD. These include:

- title proper;
- issuing (corporate) body;
- place of publication;
- name of publisher;
- date of publication;
- linking elements relating to the bibliographic history of the continuing resource.

The ISSN record does not:

- describe a particular issue of a continuing resource;
- include other title information complementing the title proper of a continuing resource;
- mention the terms of availability relating to a continuing resource;
- include subject headings for a continuing resource.

The ISBD record can include a number of descriptive data elements which are optional or not found in the ISSN record. Some of these are:

- numbering and dates of coverage of first and last issues;
- extent of item, illustration statement, dimensions of item (such as *50 vol : ill.; 26 cm.*);
- availability and price (such as *Free to members, Annual subscription £10*)

**Full ISSN records**

With certain exceptions, records should be submitted in full form. The data elements required are listed in the Table of ISSN data elements (section 1.2 below).

**Short ISSN records**

The mandatory data elements for the short records are shown in the Table of ISSN data elements (section 1.2 below). Short records must only be used for publications which are considered by the ISSN National Centre to be of an ephemeral nature or of purely local interest. National Centres should be able to upgrade a short record to full status if requested to do so by another Centre or a user.

## *1.2 Table of ISSN data elements*

Each data element is presented in detail (tag, character position, indicator or subfield code) in the following parts of the Manual.

**Note:** The ISSN MARC format is no longer maintained by the International Centre. ISSN MARC elements and tables should be removed from the next edition of the ISSN Manual (to be released in 2013).

| **Data elements** | **Full record**<br>M: mandatory<br>A: mandatory, if applicable<br>O: optional | **Short record**<br>M: mandatory<br>A: mandatory, if applicable<br>O: optional | **MARC 21**<br>**Tags** | **UNIMARC**<br>**Tags** | **ISSN MARC**<br>**Tags** |
|---|---|---|---|---|---|
| Date of the record creation | M | M | **008** | **100** | **008** |
| Publication status | M | M | **008** | **100** | **008** |
| Start date | M | M | **008** | **100** | **008** |
| End date | A | A | **008** | **100** | **008** |
| Country of publication | M | M | **008, 044** | **102** | **008** |
| Frequency | M | M | **008** | **110** | **008** |
| ISSN Centre code | M | M | **022** | **802** | **008** |
| Type of publication | M | M | **008** | **110** | **008** |
| Form of original item | A | A | **008** | | |
| Form of item | A | A | **008** | | |
| Alphabet of original title | M | O | **008** | **100** | **008** |
| Language of publication | M | M | **008, 041** | **101** | **008** |
| Physical medium | M | M | **007** | **106, 115, 124, 126, 130, 135** | **008** |
| ISSN | M | M | **022** | **011** | **022** |
| ISSN-L | M | M | **022** | **011** | |
| CODEN or other codes | O | O | **030** | **040** | **030** |
| Universal Decimal Classification | M* | O | **080** | **675** | **080** |
| Dewey Decimal Classification | M* | O | **082** | **676** | **082** |
| Abbreviated key title | A | O | **210** | **531** | **210** |

| Data elements | Full record<br>M: mandatory<br>A: mandatory, if applicable<br>O: optional | Short record<br>M: mandatory<br>A: mandatory, if applicable<br>O: optional | MARC 21<br>Tags | UNIMARC<br>Tags | ISSN MARC<br>Tags |
|---|---|---|---|---|---|
| Key title | M | M | **222** | **530** | **222** |
| Title proper | M | M | **245** | **200** | **245** |
| Variant title | A | O | **246** | **510, 512, 513, 514, 515, 516, 517, 532** | **246** |
| Publishing information | M | M | **260** | **210** | **260** |
| Dates of publication and/or sequential designation | O | O | **362** | **207** | |
| Coverage by abstracting and indexing services | O | O | **510** | **321** | **510** |
| Reproduction note | A | A | **533** | **325** | |
| Name of issuing body as on piece | A | O | **720** | **712** | **550** |
| Name of issuing body or conference as established by national cataloguing practice | A | O | **710, 711** | **710, 711** | **710** |
| Original language entry | A | O | **765** | **454** | **759** |
| Translation entry | A | O | **767** | **453** | |
| Main series entry | A | O | **760** | **410** | **760** |
| Sub-series entry | A | O | **762** | **411** | **762** |
| Other edition (language) entry | A | O | **775** | **451** | **769** |
| Additional physical form entry | A | O | **776** | **452** | **776** |
| Supplement parent entry | A | O | **772** | **422** | **779** |
| Issued with entry | A | O | **777** | **423** | |
| Former title | A | O | **780** | **430, 431, 432, 433, 434, 435, 436, 437** | **780** |
| Successor title | A | O | **785** | **440, 441, 442, 443, 444, 445, 446, 447, 448** | **785** |
| Is related title | A | O | **787** | **488** | **787** |
| Supplement/special issue entry | A | O | **770** | **421** | **789** |
| Electronic location | A | O | **856** | **856** | **856** |

* Either *Universal Decimal Classification* or *Dewey Decimal Classification* is required for full record.

## 1.3 Punctuation

The punctuation described in this section is based on the MARC 21 bibliographic format.

Each bibliographic data element of the ISSN record has its prescribed punctuation. The equal sign (=), colon (:), semi-colon (;), parentheses ((), square brackets ([]) and the mark of omission (...) are preceded and followed by a space. The point (.) and comma (,) are only followed by a space. By "space" is meant a single space on a computer keyboard or an em space in printing.

In printing or in displays of the ISSN and key title, whether in that order or in the order key title and ISSN, the two data elements are separated by space equals space.

The slash (/) is not used in ISSN records except where it occurs naturally in a title, name of an issuing body or the imprint.

The colon (:) is used in ISSN records in the imprint field (260), and where it occurs naturally in a title, etc.

The semi-colon (;) is used to separate one place of publication from another in the imprint, and where it occurs naturally in a title, etc.

Square brackets ([ ]) are used:

i. to enclose uncertain, unknown or approximate information of place or date of publication or publisher in the imprint and,
ii. to enclose verbal representations of symbols occurring in titles which cannot be translated into machine-readable language, and,
iii to enclose information which is taken from other sources than the prescribed sources. Square brackets are not otherwise used in ISSN records, except where they occur naturally in a title, etc.

Parentheses are used to enclose qualifying information in key titles and abbreviated key titles. If they appear naturally at the end of the title they should be omitted or replaced by comma.

### 1.3.1 Punctuation of the key title

**Point (.)**
precedes a section title or a section designation and separates it from the common title;
separates the non-distinctive title of a supplement, an inset, a sub-series, or a sub-series designation from the title of the main publication or of the main series;
separates the place and date of publication and any other element in qualifying information.

**Comma (,)**
between various elements of a title, and separating a section or sub-series title from a section or sub-series designation.

**Mark of omission (...)**
indicates the omission of words or numbers within a title (not used at the beginning of a title, except when they occur naturally).

**Square brackets ([])**
enclose verbal representations of symbols occurring in titles which cannot be translated into machine-readable language.

**Parentheses (())**
enclose qualifying information.

## *1.3.2 Punctuation of titles proper*

**Point (.)**
precedes a section title or a section designation and separates it from the common title;
separates the non-distinctive title of a supplement, an inset, a sub-series, or a sub-series designation from the title of the main publication or of the main series;
ends each title proper, even when another mark of punctuation is present, unless the last word in the field is an abbreviation, initial/letter, or data that ends with final punctuation.

**Comma (,)**
between various elements of a title, and separating a section or sub-series title from a section or sub-series designation.

**Mark of omission (...)**
indicates the omission of words or numbers within a title (not used at the beginning of a title, except when they occur naturally).

**Square brackets ([])**
enclose verbal representations of symbols occurring in titles which cannot be translated into machine-readable language.

## *1.3.3 Punctuation of variant titles*

**Point (.)**
precedes a section title or a section designation and separates it from the common title;
separates the non-distinctive title of a supplement, an inset, a sub-series or a sub-series designation from the title or the main publication or of the main series;
separates the place and date of publication and any other element in qualifying information.

**Comma (,)**
between various elements of a title, and separating a section or sub-series title from a section or sub-series designation.

**Mark of omission (...)**
indicates the omission of words or numbers within a title (not used at the beginning of a title, except when they occur naturally).

**Parentheses (())**
enclose possible qualifying information.

**Square brackets ([])**
enclose verbal representations of symbols occurring in titles which cannot be translated into machine-readable language.

## *1.3.4 Punctuation of the abbreviated key title*

(See also section 7.1.6)

**Point (.)**
at the end of all abbreviated words.

**Comma (,)**
replaces a point supplied by cataloguer in the key title.

**Mark of omission (...)**
present in the key title are not retained in the abbreviated key title.

**Parentheses (())**
enclose qualifying information.

## *1.3.5 Punctuation of the publishing information*

**Comma (,)**
separates place names and qualifiers, for example, Boston, Mass;
separates hierarchical elements in publishers' names.

**Square brackets ([])**
enclose uncertain, unknown or approximate information of place or date of publication or publisher;
enclose information taken from other source than the prescribed sources.

**Hyphen (-)**
between the start date and the end date of publication which differ from those given in field 008.

**Semi-colon (;)**
precedes the subsequent place(s) of publication.

**Colon (:)**
precedes the name(s) of publisher(s).

**Comma (,)**
precedes the date of publication.

**Hyphen (-)**
between the start date and the end date of publication generated from field 008.

## *1.3.6 Punctuation of linking entries*

**Point (.)**
precedes a section title or a section designation and separates it from the common title;
separates the non-distinctive title of a supplement, an inset, a sub-series or a sub-series designation from the title of the main publication or of the main series;
separates the place and date of publication and any other element in qualifying information.

**Comma (,)**
between various elements of a title, and separating a section or sub-series title from a section or sub-series designation.

**Mark of omission (...)**
indicates the omission of words or numbers within a title (not used at the beginning of a title, except when they occur naturally).

**Parentheses (())**
enclose qualifying information.

## *1.4 Language, script and capitalization of ISSN records*

All data elements in the ISSN records are registered in the language or languages in which they appear on the publication, except in field 710.
The data elements appearing in scripts other than roman are transliterated into the roman script for incorporation into the ISSN Register. In addition of their transliterated forms, the data can be registered in the original scripts, according to the application rules of the bibliographic formats MARC 21 or UNIMARC. Diacritics appearing in the original, roman and romanized scripts are retained.

Capitalization is determined by each National Centre according to national usage. In general, the first letter of the first word of each field should be a capital, except for coded fields. Other capitalization should follow the appropriate usage for the language(s) and/or script(s) used in the record. When more than one language and/or script appears in the record, 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 record as a whole.

## *1.5 Abbreviations and misprints*

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

Certain abbreviations are prescribed for use in the imprint:

*[S.l.] = sine loco (place of publication not known)*
*[s.n.] = sine nomine (name of publisher not known)*

and are enclosed in square brackets.

For rules for the abbreviated key title, see section 7.

Typographical and transcription errors in the presentation of the title on a continuing resource are corrected without indicating that a correction has been made.

# 1.6 Sources of information

## 1.6.1 Basis of the ISSN registration

**Serials**

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

**Integrating resources**

The basis of the ISSN registration is the current iteration of the integrating resource, except for the start date of publication.

## 1.6.2 Prescribed sources of information

The information used in the ISSN registration of a continuing resource is taken from certain sources of the issue, part or iteration used for registration in a prescribed order of preference.
For direct access electronic serials, the physical carrier or its labels should be used. In case of variation in fullness of information found in these sources, the source that provides the most complete information is to be preferred.
These prescribed sources of information are used particularly, in the order given below, for the establishment of the key title (see section 4.1).

**Printed resources**

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

(*) When there is more than one title page, choose the title page which is in the language or script of the text, or the recto of two facing title pages, or the first of two or more title pages both or all of which are on the recto. In the case of tête-bêche (or tumble or flip-flop) publications, the choice of title pages is within the discretion of the National Centre establishing the key title. Give titles found on other title pages as variant titles (see section 4).

**Online resources**

A. the title screen or title frame, home page;
B. the main menu;
C. the home page of the publisher or aggregator;
D. the metadata

**Resources on CD-ROM, DVD and in other direct access electronic media**

External sources:

A. the label permanently affixed;
B. the containers;
C. the documentation or other accompanying material (e.g. publisher's letter)

Internal sources:

A. the title screen or title frame;
B. the main menu.

# 2. ISSN

The need for a brief, unique and unambiguous identification code for serial publications has been long recognized. The International Organization for Standardization (ISO) evolved such an identification code in its standard *ISO 3297: Information and documentation - International standard serial number (ISSN).* It recognized that the exchange of information about continuing resources between the computer systems of different organizations imposed the requirement for a standard code. As communication between the different organizations transcended national boundaries it was decided that an International code should be numeric, since no single alphabet would be used by the majority of producers and users of serials.
Careful and thorough investigation suggested that the ISSN should not attempt to incorporate any significance other than the unique identification of a serial title. It was decided that an eight-digit number (including one check digit) would be sufficient as the basis for numbering all serials.
As a consequence of spreading digital resources and of developments in cataloguing practice this code has been applicable for all continuing resources beginning from the 21st century (see section 0.2).

## 2.1 Construction of ISSN

An ISSN consists of eight digits. These are the Arabic numerals 0 to 9, except that an upper case X can sometimes occur in the final position as a check digit. Since ISSN are likely to be used in the same context as codes designed for other purposes, such as the International Standard Book Number (ISBN) or local control numbers, a distinction must be preserved in the form of presentation when written or printed. An ISSN is, therefore, preceded by these letters, and appears as two groups of four digits, separated by a hyphen.

*e.g.*

*ISSN 0317-8471*
*ISSN 1050-124X*

The check digit is always located in the extreme right (low order) position, and is calculated on a modulus 11 basis using weights 8 to 2.

**Calculating the check digit**
The purpose of a check digit is to guard against errors caused by the incorrect transcription of an ISSN. The modulus 11 basis using the weighting factors 8 to 2 for calculating the check digit is one of the most efficient systems for detecting transcription errors.
The procedure for calculating the check digit, which may be carried out automatically in a computer, is as follows:

| | |
|---|---|
| 1.Take the first seven digits of the ISSN (the check digit is the eighth and last digit) | *0 3 1 7 8 4 7* |
| 2.Take the weighting factors associated with each digit | *8 7 6 5 4 3 2* |
| 3. Multiply each digit in turn by its weighting factor | *0 21 6 35 32 12 14* |
| 4. Add these numbers together | *0+21+6+35+32+12+14=120* |
| 5.Divide this sum by the modulus 11 | *120:11=10 remainder 10* |
| 6. Subtract the remainder from 11 | *11-10 1* |
| 7. Add the remainder, which is the check digit, to the extreme right (low order) position of the base number of the ISSN | *0317-8471* |
| If the remainder is 10, substitute an upper case X in the check digit position. If there is no remainder, put a zero in the check digit position | |

*It should be noted that the check digit is an essential and inseparable part of the ISSN.*

## *2.2 General rules for ISSN assignment*

Only one ISSN is assigned to a continuing resource in a defined medium. This ISSN is permanently linked to a standardized form of title, called the key title, established by the National Centre at the time of registration.

In cases where the continuing resource undergoes a major change in title or other major changes as defined in 2.3, a new ISSN and a new key title shall be assigned.

When a distinct continuing resource exists within another continuing resource, whatever the form of presentation (e.g. an insert), each continuing resource shall receive its own individual key title and ISSN.

When a continuing resource is published in different media, with the same title or not, different ISSN and key titles shall be assigned to the different versions. Publications available simultaneously in several remote access versions (online versions) and publications printed on demand are exceptions treated as described in section 2.2.3.

When the medium of the continuing resource changes, a new ISSN and a new key title shall be assigned (see section 2.3).

### *2.2.1 Continuing resources published in different language editions*

Continuing resources published in different language editions have a separate ISSN and key title assigned to each edition (see also section 4.1.2.4).

*e.g.*

*Le courrier de l'Unesco (Imprimé) = ISSN 0304-3118*
*The Unesco courier (Print) = ISSN 0041-5278*

*Camera (Deutsche Ausg.) = ISSN 0008-2074*
*Camera (Ed. française) = ISSN 0373-9740*
*Camera (English ed.) = ISSN 0366-7073*

### *2.2.2 Continuing resources published in different geographic editions*

Continuing resources published in different geographic editions have a separate ISSN and key title assigned to each edition (see also section 4.1.2.5).

*e.g.*

*Access West (Alberta ed.) = ISSN 1700-8646*
*Access West (British Columbia ed.) = ISSN 1700-8662*
*Access West (Saskatchewan ed.) = ISSN 1700-8751*
*Access West (Manitoba ed.) = ISSN 1700-8735*

## 2.2.3 Continuing resources published in different media

Continuing resources published in different media (e.g. print serials, e-journals**,** CD-ROM, ...) have a separate ISSN and key title assigned to each manifestation (see also section 4.1.2.6).

*e.g.*

*Biological abstracts = ISSN 0006-3169*
*Biological abstracts on compact disk = ISSN 1058-4129*

*ISSN Compact = ISSN 1018-4783*
*ISSN Online = ISSN 1560-1560*

A single ISSN is assigned to identify all online versions made available under the same title including: versions digitized from print, born digital versions, versions available simultaneously in different encoding formats such as PDF or HTML, and versions for devices such as mobile phones, e-readers etc. However, separate ISSN are assigned to any of the online versions which belong to different content types (spoken words vs text for example). [7]

*Print on demand* is not considered a separate medium version. The ISSN assigned to the online version is used for any *print on demand* issues .

## 2.2.4 Other editions

When a continuing resource is published in different editions such as *International ed*., *monthly ed*., etc., each edition has its own key title and ISSN (see also section 4.1.2.8).

*e.g.*

*Forecasting your future = ISSN 0834-5074*
*Editorial note: Annual edition*

*Your daily cycle guide (Monthly ed.) = ISSN 0711-1231*
*Editorial note: Monthly edition*

*Banka (International ed.) = ISSN 1330-9781*
*Banka (Zagreb) = ISSN 0353-6335*

*Kurír (Reggeli kiad.) = ISSN 0865-9001*
*Kurír (Délutáni kiad.) = ISSN 0865-901X*
*Editorial note: Morning and afternoon editions*

## 2.2.5 Cumulations

When a continuing resource is cumulated, for example a national bibliography, and the cumulations bear the same title as the initial issues, are in the same language, and do not change significantly in content, the cumulations have the same ISSN and key title as the initial issues. The addition of indexes to

[7] Editorial note: this latter rule, provisionally adopted at the end of 2011, will be assessed by the ISSN Network and thus may change in the future.

cumulations and the re-arrangement of the contents are not considered to be significant changes. When the title of a cumulation has additional words, such as "annual", "cumulative edition", etc., that may be considered as a variant title.

*e.g.*

*Alberta electric industry. Annual statistics = ISSN 0706-1420*
*Editorial note: with a variant title Alberta electric industry. Cumulative annual statistics*
*(The annual publication has less frequent cumulations)*

When the contents of cumulations are significantly different a new ISSN and key title are assigned.

*e.g.*

*Magyar könyvészet (Budapest. 1961) = ISSN 0133-3496*
*Editorial note: cumulation of Magyar nemzeti bibliográfia. Könyvek bibliográfiája = ISSN 0133-6843*

## 2.2.6 Reproductions and reprints

Reproductions in a medium different from the medium of the original edition, including digital media, are eligible for ISSN assignment. Although eligible for ISSN assignment, reproductions in microform are generally not assigned separate ISSN. In these cases, the ISSN assigned to the original print version can be used for the reproduction.

*e.g.*

*West-Quebec post = ISSN 0834-5805*
*[Note: this ISSN is valid for the original edition and the reproduction on microform.]*

Reprints and reproductions in a medium identical to the medium of the original edition are not assigned separate ISSN. The ISSN assigned to the original version is valid for the reprint or the reproduction.

## 2.2.7 Loose-leafs

Some loose-leaf publications are serials and some are integrating resources:

1. If the publication has holes punched for insertion into a binder but is otherwise published in a succession of issues as any other serial, it should be treated as a serial;
2. If the publication is updated by replacement pages but is completely replaced on a regular basis by a new edition, annually for example, it can be treated as a serial;
3. If new material is to be added indefinitely by replacement pages, the publication is an integrating resource.

In the case of 2 or 3, assign an ISSN to the whole publication. This includes:

1. base binder,
2. updates,
3. and publication announcing updates (if specific to this publication).

## 2.2.8 Mergers and splits

### 2.2.8.1 Mergers

Assign a new ISSN and key title to a continuing resource which has been formed by the merging of two or more other continuing resources, unless the title of one of the merged continuing resources is kept as the title of the new publication, in which case the original key title and ISSN will remain valid. A new ISSN and key title are not assigned if there have been only minor changes in title as a result of the merger.

*e.g.*

*Archivio di ottalmologia = ISSN 0004-0134*
*and*
*Rassegna italiana di ottalmologia = ISSN 0300-0672*
*merged to form*
*Archivio e rassegna italiana di ottalmologia = ISSN 0300-0109*

*Hoverfoil news = ISSN 0018-6767*
*absorbed*
*New transport technology = ISSN 0306-0543*
*remained as*
*Hoverfoil news = ISSN 0018-6767*

### 2.2.8.2 Splits

Assign new ISSN and key titles to each of two or more titles which result from a split in a continuing resource, except in cases where the original title is kept by one of the new publications or where the original key title is still applicable.

*e.g.*

*Library bulletin (Central Mortgage and Housing Corporation) = ISSN 0384-2444*
*Accession list. Periodical articles (Library. Central Mortgage and Housing Corporation) = ISSN 0384-2452*
*Succeeded: Accession list (Library. Central Mortgage and Housing Corporation) = ISSN 0384-2436*

## 2.2.9 Sections, supplements, insets and sub-series

When a continuing resource:

(a) has regular supplements; or
(b) has another continuing resource inserted into it; or
(c) has sub-series; or
(d) when its titles consist of a common title and several dependent title designations and/or dependent titles;

then each of these continuing resources has its own ISSN and key title.

*e.g.*

*Main continuing resource: Symbolae Osloenses = ISSN 0039-7679*
*Supplement: Symbolae Osloenses. Fasciculi suppletorii = ISSN 0332-561X*

*Main continuing resource: Art et poésie (Revue) = ISSN 0518-7648*
*Supplement: Horizons 21 (Bruay-en-Artois) = ISSN 0182-5976*

*Action transport = ISSN 0249-6143*
*Inset in: Transport public = ISSN 0249-5643*

*Sections: Analecta Vaticano-Belgica. Section A, Nonciature de Flandre = ISSN 0066-1414*
*Analecta Vaticano-Belgica. Section B, Nonciature de Cologne = ISSN 0066-1422*
*Analecta Vaticano-Belgica. Section C, Nonciature Bruxelles = ISSN 0066-1430*

*Main series: Cancer series (Nyíregyháza) = ISSN 0139-2867*
*Sub-series: Cancer mortality in the county Szabolcs-Szatmár-Bereg = ISSN 1216-6189*

## *2.2.10 Resumption of titles*

**Resumption of publication under former title**

When the title of a continuing resource is changed back to an earlier title after an interval of publication under another title, assign a new ISSN to the resumed title and distinguish the key title from the original by adding the new start date in parentheses.

*e.g.*

*Revue d'immunologie = ISSN 0035-2454*
*Revue d'immunologie et de thérapie antimicrobienne = ISSN 0370-582X*
*Revue d'immunologie (1970) = ISSN 0397-9539*

**Resumption of publication under same title**

When a continuing resource resumes publication, and it has not been published under another title in the interval, keep the ISSN and key title already assigned.

*e.g.*

*Life (Chicago) = ISSN 0024-3019*
*Editorial note: published 1936-1972, resumed publication 1978*

## *2.3 Changes in continuing resources requiring a new ISSN assignment*

When the wording of a title, as it appears in the title source, is changed, a new ISSN and key title may be assigned depending on whether the change is a major or a minor one. Other changes in continuing resources, like the physical medium are also considered as major changes.

A major change will result in a new ISSN and key title being assigned, whereas a minor change will not. In all cases each Centre will decide, so far as the continuing resources within its jurisdiction are concerned, whether a change in a continuing resource necessitates the assignment of a new ISSN and key title.
In case of doubt a title change should be regarded as minor and be recorded as a variant title.

### *2.3.1 Major changes in title proper of continuing resources*

A new ISSN and a new key title are required in cases of major changes in the title proper. The following are to be considered major changes:

(a) when the addition, deletion, change or reordering of any word occurs within the first five words (the first six words if the title begins with an article) of the title proper, except as indicated below (see 2.4.1);

*e.g.*

*La recherche aéronautique = ISSN 0370-3533*
*becomes*
*La recherche aérospatiale = ISSN 0034-1223*

*Tidsskrift for norsk sykepleieforskning = ISSN 0801-1923*
*becomes*
*Norsk tidsskrift for sykepleieforskning = ISSN 1501-4754*

*ICSU review = ISSN 0536-1338*
*becomes*
*ICSU review of world science = ISSN 0367-7338*

*Revue générale du caoutchouc = ISSN 0370-503X*
*becomes*
*Revue générale du caoutchouc et des plastiques = ISSN 0035-3175*
*becomes*
*Caoutchoucs & plastiques (Paris) = ISSN 1154-1105*

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

*e.g.*

*Moving to San Francisco and the Bay Area = ISSN 0714-7295*
*becomes*
*Moving to the San Francisco Bay Area and Greater Sacramento = ISSN 0828-4601*

*Rental market report, Barrie CA = ISSN 1207-1765*
*becomes*
*Rental market report, Barrie CA and Bracebridge, Collingwood CA, Gravenhurst, Huntsville, Midland CA, Orillia CA = ISSN 1207-1773*

*The best bed & breakfasts in the world = ISSN 1057-5472*
*becomes*
*The best bed & breakfasts in England, Scotland & Wales = ISSN 1054-4089*

(c) when a corporate body, named anywhere in the title proper, changes, except as indicated below (see 2.4.1);

*e.g.*

*NFCR Cancer Research Association symposia = ISSN 0742-521X*
*becomes*
*Association for International Cancer Research symposia = ISSN 0887-8390*

*AECB staff annual report for … on the Canadian nuclear power industry = ISSN 1497-0406*
*becomes*
*CNSC staff annual report for … on the Canadian nuclear power industry = ISSN 1706-8037*

*Annual report of the Ontario Advisory Council on Multiculturalism = ISSN 0704-2655*
*becomes*
*Annual report (Ontario Advisory Council on Multiculturalism and Citizenship) = 0710-8990*

## *2.3.2 Other major changes to continuing resources*

A new ISSN and a new key title also are required in the following cases:

(a) when the title proper is a generic term, and the issuing body used as qualifying information changes its name, except as indicated below (see section 2.4.1) or the continuing resource is issued by a different body;

*e.g.*

*Bulletin d'information (Compagnie financière de Suez) = ISSN 1153-4087*
*becomes*
*Bulletin d'information (Compagnie financière de Suez et de l'Union parisienne) = ISSN 0182-5348*

*Research paper (University of Alberta. Dept. of Economics) = ISSN 1204-5314*
*becomes*
*Research paper (University of Alberta. Institute for Public Economics) = ISSN 1485-0419*

*Varia (Universitets oldsaksamling) = ISSN 0333-1296*
*becomes*
*Varia (Universitetets kulturhistoriske museer. Oldsaksamlingen) = ISSN 1503-0806*

(b) when the edition statement changes and indicates a significant change to the scope or coverage of the continuing resource;

*e.g.*

*ABC (Ed. especial aérea) = ISSN 1136-0194*
*becomes*
*ABC (Ed. internacional) = ISSN 1136-0232*

*Profiles of success (Burlington ed.) = ISSN 1707-0651*
*becomes*
*Profiles of success (Oakville-Burlington ed.) = ISSN 1707-066X*

(c) when the physical medium of the continuing resource changes (e.g. printed edition vs. online);

*e.g.*

*Terminomètre (Paris) = ISSN 1012-4993*
*becomes*
*Terminometro (Ed. française. En ligne) = ISSN 1609-9931*

(d) when hitherto dependent titles become independent:

*e.g.*

*Fauna Norvegica. Series B, Norwegian journal of entomology = ISSN 0332-7698*
*becomes*
*Norwegian journal of entomology (1999) = ISSN 1501-8415*

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

*e.g.*

*Új könyvek (Kumuláció) = ISSN 0209-8105*
*Cumulation of: Új könyvek = ISSN 0049-5069*
*Editorial note: contents of biweekly issues are re-arranged in subject groups and within them merged into a single alphabet.*

(f) when a continuing resource is formed by the merger of two or more other continuing resources;

*e.g.*

*Archivio di ottalmologia = ISSN 0004-0134*
*and*
*Rassegna Italiana di ottalmologia = ISSN 0300-0672*
*merged to form*
*Archivio e rassegna Italiana di ottalmologia = ISSN 0300-0109*

(g) when two or more continuing resources are formed from the split of a continuing resource;

*e.g.*

*Geografi i Bergen = ISSN 0801-5783*
*becomes*
*Geografi i Bergen. Serie A, Meddelelser fra Institutt for geografi-Bergen = ISSN 0806-671X*
*and*
*Geografi i Bergen. Serie B, Monografier fra Institutt for geografi-Bergen = ISSN 0806-6728*

*AAA world (Alaska, Hawaii ed.) = ISSN 1063-3863*
*becomes*
*Car & travel (Alaska ed.) = ISSN 1080-2215*
*and*
*Car & travel (Hawaii ed.) = ISSN 1080-2258*

## *2.4 Changes in continuing resources not requiring a new ISSN assignment*

### *2.4.1 Minor changes in title proper of continuing resources*

A new ISSN and a key title are not assigned in cases of minor changes in the title proper. In general, if a minor change occurs in the title proper, the later title is given as variant title. The following are to be considered minor changes :

(a) The change is in the representation of a word or words, for example;

one spelling vs. another

*e.g.*

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

*Labour history*
*becomes*
*Labor history*

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

*e.g.*

*Accommodations and travel services*
*becomes*
*Accommodations & travel services*

*Ga. peach statistics*
*becomes*
*Georgia peach statistics*

Arabic numeral vs. Roman numeral

*e.g.*

*XXe siècle*
*becomes*
*20e siècle*

number or date vs. spelled-out form

*e.g.*

*Four wheel fun*
*becomes*
*4 wheel fun*

hyphenated word vs. unhyphenated word

*e.g.*

*Year-book of the …*
*becomes*
*Year book of the …*

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

*e.g.*

*Openhouse*
*becomes*
*Open house*

(b) The change involves an acronym or initialism vs. the full form;

*e.g.*

*Research in technological adaptation*
*becomes*
*RITA*

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

*e.g.*

*Fishery report*
*becomes*
*Fisheries report*

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

*e.g.*

*Canadian music trades journal*
*becomes*
*Canadian music and trades journal*

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

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

*e.g.*

*Bulletin (Société des amis de la Cathédrale de Strasbourg)*
*becomes*
*Bulletin de la Société des amis de la Cathédrale de Strasbourg*

*Society of Biblical Literature monograph series*
*becomes*
*Monograph series (Society of Biblical Literature)*

*Views (Goodridge Area Historical Society)*
*becomes*
*Views from the Goodridge Area Historical Society*
*becomes*
*Views from the GAHS*

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

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

*e.g.*

*GBB*
*becomes*
*G.B.B.*

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

*e.g.*

*South African medical journal*
*Parallel title: Suid Afrikaanse tydskrift vir geneeskunde*
*becomes*
*Suid Afrikaanse tydskrift vir geneeskunde*
*Parallel title*: *South African medical journal*

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

*e.g.*

*Tin*
*becomes*
*Tin in …*

(i) Two or more titles proper are used on different issues of a continuing resource according to a regular pattern;

*e.g.*

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

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

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

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

*e.g.*

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

(k) The addition, deletion or re-arrangement anywhere in the title of words that indicate the type of continuing resource such as “magazine”, “journal”, “notebook”, or “newsletter”, or their equivalent in other languages;

*e.g.*

*Handel und Industrie*
*becomes*
*Revue Handel und Industrie*

*Magazin für Wassersport*
*becomes*
*Wassersport*

*Trade and industry*
*becomes*
*Trade and industry review*

*but not: Link magazine*
*becomes: Link journal*

**Editorial note:** The change from one word indicating the type of resource to a different word indicating a type of resource is a major change. if it occurs in the first five words of the title (see section 2.3.1).

## 2.4.2 Other minor changes

A new ISSN and key title are not assigned. Nevertheless, changes are recorded as variant titles, in the following cases:

(a) when the place of publication entered as qualifying information is changed;

*e.g.*

*Key title: System (Linköping) = ISSN 0346-251X*
*Variant title: System (Oxford)*

(b) when a change in the edition statement entered as qualifying information does not convey a change in subject matter;

*e.g.*

*Key title: SKW-Trostberg-Report (International ed.) = ISSN 0947-1928*
*Variant title: SKW-Trostberg-Report (English ed.)*

*Key title: Magyar hírlap (Budapesti kiad.) = ISSN 0133-1906*
*Variant title: Magyar hírlap (Fővárosi kiad.)*

# 2.5 Cancellation of an ISSN and deletion of an ISSN record

Cancellation of an ISSN and deletion(*) of an ISSN record are two different functions used for different reasons:

A cancellation of an ISSN has to be made when the same ISSN is assigned to more than one continuing resource, or when more than one ISSN is assigned to the same continuing resource. A cancellation of an ISSN is always made in favour of the valid ISSN, therefore a cancelled ISSN is always linked to one or more valid ISSN.

A deletion of an ISSN record has to be made when the described resource is not a continuing resource, or when the described resource has never been published. Therefore a deleted record will not be available in the ISSN Register.

(*) Deletion was formerly called suppression, and both words have the same meaning as ISSN function.

## 2.5.1 Cancelling an ISSN assignment

**One ISSN assigned to two or more continuing resources**

Cancel a single ISSN incorrectly assigned to two or more continuing resources and assign a new ISSN and key title to each continuing resource.

*e.g.*

*ISSN 0010-860X = Copper information*
*cancelled in favour of*
*ISSN 0302-7082 = Copper information. Architectural series*
*ISSN 0302-7090 = Copper information. Engineering series*

*ISSN 0075-7586 = Labour standards in Canada*
*cancelled in favour of*
*ISSN 0576-1123 = Labour standards in Canada*
*ISSN 0576-1131 = Normes du travail au Canada*

*ISSN 0042-434X = Vers demain*
*cancelled in favour of*
*ISSN 0317-848X = Vers demain (English ed.)*
*ISSN 0317-8471 = Vers demain (Ed. française)*

**More than one ISSN assigned to a single continuing resource**

When two or more ISSN are incorrectly assigned to a single title, generally consider the lowest number valid and cancel the higher number or numbers.
In cases where the higher ISSN is already being printed on the publication, cancel the lower ISSN and keep the higher one.

Generally, in cases where one ISSN is already being printed on the publication, cancel the other ISSN and keep the printed one. Do not ask a publisher to change the ISSN of a continuing resource when the ISSN is printed correctly and the title has not changed.

*e.g.*

*ISSN 0500-0270 = Astronomical phenomena*
*cancelled in favour of*
*ISSN 0083-2421 = Astronomical phenomena*

**Cancelled ISSN must not be re-assigned**

When an ISSN incorrectly assigned has been cancelled it should not be re-assigned to another title. In this case the ISSN re-assignment is only made when the ISSN was, by mistake, cancelled. ISSN re-assignment information sheet must be completed and sent with the corresponding record (see Annex 9).

**Recording of cancelled ISSN**

Cancelled ISSN are reported in a specific subfield of the record for the corresponding valid ISSN (see section 2.7).

## *2.5.2 Deleting an ISSN record*

Delete an ISSN record when the described resource is not a continuing resource, or when the described resource has never been published. A deleted record will not be available in the ISSN Register.

The ISSN on the deleted records should not be re-assigned to another title. The ISSN may be re-used only if the ISSN record was, by mistake, deleted. The ISSN re-assignment information sheet must be completed and sent with the corresponding record (see annex 9).

**Recording of deletion**

The deletion of an ISSN record is reported by using the specific deletion information sheet (see annex 8).

The ISSN record deletion information sheet must be completed and sent with the corresponding record. The deleted ISSN should not appear in any other record, either in any subfield of an ISSN field or in any link field.

## *2.6 Display of ISSN on continuing resource issues or iterations*

The ISSN shall be displayed on or in the first issue and on or in each subsequent issue or on each iteration of a continuing resource. Continuing resources issued with accompanying parts shall display the ISSN on or in each component part.

When a continuing resource bears an ISSN as well as another standard number, such as an ISBN for a volume of a series, the two numbers shall appear together and each number shall be identified by its own prefix: ISSN and ISBN or another appropriate prefix.

References to ISSN shall be included in promotional material and catalogues.

When more than one ISSN appears on a single publication in relation to different continuing resource titles, for example, the titles of a main series and its sub-series, each ISSN shall appear on the continuing resource and shall be distinguished by either adding the full or abbreviated title in parentheses after the relevant number or by printing the ISSN as close as possible to the relevant titles. When a continuing resource contains another continuing resource as an insert with a separate title page, the ISSN for the insert shall be printed on that title page, or in some other appropriate place on the insert.

When continuing resources are published in different media, and different ISSN and key titles are assigned (see section 2.2.3), the related ISSN may also be displayed in the continuing resources, each with additional, distinguishing information, as follows:

*e.g.*

*ISSN 1562-6865 (Online)*
*ISSN 1063-7710 (Print)*

*or:*

*Online edition: ISSN 1562-6865*
*Print edition: ISSN 1063-7710*

## *2.6.1 Display of ISSN on printed continuing resource issues*

The ISSN shall be printed in a prominent position on each printed continuing resource issue in the following order of preference: front cover, title page, caption, masthead, back cover, colophon or editorial pages.
On a periodical the ISSN shall be printed preferably in the top right-hand corner of the front cover, although it is appreciated that such a position may not always be convenient because of binding or design considerations. In the case of tête-bêche publications, the ISSN shall be printed on both covers (or title pages, captions, mastheads, colophons, editorial pages).

## 2.6.2 Display of ISSN on non-printed continuing resources issues

On continuing resources published in tangible non-print formats, the ISSN shall be displayed on all accessible eye-readable portions (e.g. container, label, fiche header).
On a continuing resource published on microfiche, the ISSN shall be entered in the identification area of the header of the microfiche and/or on the labels.
On a continuing resource published in electronic medium (online continuing resource, CD-ROM), the ISSN shall appear on the title screen, or failing it, on the main menu, and, if applicable, on any labels permanently affixed to the publication. If it is not possible to display the ISSN on the item or its label, the ISSN shall be displayed on the container.
On online continuing resources using metadata (e.g. Dublin Core), the ISSN shall be included in the element "Identifier" of the metadata.

# 2.7 Representation of the ISSN in bibliographic formats

## 2.7.1 MARC 21: field 022

The first indicator value shows whether the continuing resource title is of national or International interest or of local or ephemeral interest only.

| Tag | Indicators 1 | 2 | Subfield codes | Data elements | Mandatory | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| 022 | | | | ISSN | Yes | No | |
| | ~~b~~ | | | No level specified | | | |
| | 0 | | | Continuing resource of International interest | | | |
| | 1 | | | Continuing resource not of International interest | | | |
| | | ~~b~~ | | Undefined | | | |
| | | | $a | ISSN | Yes | No | |
| | | | $l | ISSN-L | Yes | No | See also section 3 |
| | | | $m | Cancelled ISSN-L | Yes if appl. | Yes | See also section 3 |
| | | | $y | Incorrect ISSN | No | Yes | An incorrect ISSN or an ISSN incorrectly associated with a continuing resource |
| | | | $z | Cancelled ISSN | Yes if appl. | Yes | See also section 2.5 |
| | | | $2 | Centre code | Yes | No | See also section 12.5 |

*e.g.*

*ISSN 0022-5126*
*0220~~b~~$a0022-5126$l0022-5126$2_1*

*ISSN 0106-990X*
*0220~~b~~$a0106-990X$l0106-990X$z0900-7784$2_h*

*ISSN 0000-0019*
*0221~~b~~$a0000-0019$l0000-0019$y000-0019$2_1*

## *2.7.2 UNIMARC: field 011*

The first indicator value shows whether the continuing resource title is of national or International interest or of local or ephemeral interest only.

| | Indicators | | Subfield codes | Data elements | Mandatory | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | | |
| 011 | | | | ISSN | Yes | No | |
| | ~~b~~ | | | No level specified | | | |
| | 0 | | | Continuing resource of International or national interest | | | |
| | 1 | | | Continuing resource of local interest | | | |
| | | ~~b~~ | | Undefined | | | |
| | | | $a | ISSN | Yes | No | |
| | | | $f | ISSN-L | Yes | No | See also section 3 |
| | | | $g | Cancelled ISSN-L | Yes if appl. | Yes | See also section 3 |
| | | | $y | Cancelled ISSN | Yes if appl. | Yes | See also section 2.5 |
| | | | $z | Erroneous ISSN & ISSN-L | No | Yes | See also section 3 |

*e.g.*

*ISSN 0022-5126*
*0110~~b~~ $a0022-5126$f0022-5126*

*ISSN 0106-990X*
*0110~~b~~ $a0106-990X$f0106-990X$y0900-7784*

*ISSN 1038-0027*
*0111~~b~~ $a1038-0027$f1038-0027*

## *2.7.3 ISSN MARC: field 022*

The first indicator value shows whether the continuing resource title is of national or International interest or of local or ephemeral interest only. This field contains the current ISSN and any cancelled ISSN which may have been assigned to a continuing resource title previously. Subfield &z is repeatable up to 99.

The ISSN is recorded as two groups of four digits separated by a hyphen, without the prefix ISSN.

| Tag | Indicators 1 | 2 | Subfield codes | Data elements | Mandatory | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| 022 | | | | ISSN | Yes | No | |
| | ~~b~~ | ~~b~~ | | Continuing resource of International or national interest | | | |
| | 1 | ~~b~~ | | Continuing resource of local or ephemeral interest | | | |
| | | | $a | ISSN | Yes | No | |
| | | | $z | Cancelled ISSN | Yes if appl. | Yes | See also section 2.5 |

*e.g.*

*ISSN 0022-5126*
*022△△&a0022-5126*

*ISSN 0106-990X*
*022△△&a0106-990X&z0900-7784*

*ISSN 1038-0027*
*0221△&a1038-0027*

# 3. ISSN-L

The ISSN-L has been defined to meet the need for a collocation, or grouping mechanism that brings together the various medium versions of a continuing resource, and thus facilitates content management.

## 3.1 Designation of ISSN-L

The ISSN assigned to any medium version of a continuing resource and first entered into the ISSN Register is designated automatically by the information system of the International Centre to function as the ISSN-L. The designated ISSN-L applies to all other medium versions of that resource identified in the ISSN Register at that time or that may be entered into the ISSN Register in the future. An ISSN-L is designated for each continuing resource identified in the ISSN Register, even if the continuing resource is issued in only one medium. Only one ISSN-L is designated regardless of how many different medium versions of a continuing resource exist.

The ISSN-L can be also designated by ISSN National Centres in their local information system and reported to the International Centre. Those ISSN National Centres who wish to undertake this responsibility must inform the International Centre.

### 3.1.1 Use of fields 776 for the designation of ISSN-L

For resources that exist in more than one media version, the same ISSN-L is designated for all records that are linked by field 776 (Additional physical form entry). These records are treated as a group.

*e.g.*

*ISSN-L 0021-8464*
*Printed version: The journal of adhesion (Print) = ISSN 0021-8464*
*Online version: The journal of adhesion (Online) = ISSN 1563-518X*
*CD-ROM version: The journal of adhesion (CD-ROM) = ISSN 1026-5414*

*ISSN-L 1818-5894*
*Printed version: Social policy highlight (Print) = ISSN 1818-5894*
*Online version: Social policy highlight (Online) = ISSN 1818-5940*

For records that do not contain any field(s) 776 or that do not have a field 776 of another ISSN record pointing to them, designation of the ISSN-L is made by repeating the ISSN of the record(s) in the appropriate field for the ISSN-L.

*e.g.*

*ISSN-L 1819-1371*
*Printed serial: Construction law International = ISSN 1819-1371*
*No other medium version*

*ISSN-L 1991-9336*
*Online serial: European journal of American studies = ISSN 1991-9336*
*No other medium version*

**Note:** The presence of 776 linking fields in the records is crucial for the consistent designation of ISSN-L. These 776 links should be present in the pertinent records when they are submitted to the ISSN Register. The physical medium versions do not have to be exactly the same, in content, layout or title, in order to be linked together using this field. However, they need to be equivalent in scope, e.g. do not link a record describing a resource that includes several titles in one medium to a record describing only one of these titles in another medium. Regular checks are also made at the ISSN International Centre to ensure that reciprocal and equivalent 776 linking is present in records.

## *3.2 Uniqueness of the ISSN-L*

Only one ISSN-L is designated regardless of how many different medium versions of a continuing resource exist. A continuing resource is associated with only one ISSN-L.

*e.g*

*Continuing resource in only one medium form:*
*ISSN-L 1748-7188*
*Online resource: Algorithms for molecular biology = ISSN 1748-7188*

*Continuing resources in two medium forms:*
*ISSN-L 0264-2875*
*Printed version: Dance research = ISSN 0264-2875*
*Online version: Dance research (Online) = ISSN 1750-0095*

*Continuing resources in three medium forms:*
*ISSN-L 1188-1534*
*Printed version: Plant varieties journal (Ottawa) = ISSN 1188-1534*
*Online version: Plant varieties journal (Ottawa. Online) = ISSN 1911-1479*
*CD-ROM version: Plant varieties journal (Ottawa. CD-ROM) = ISSN 1911-1460*

## *3.3 ISSN-L and major changes*

When a continuing resource to which an ISSN has been assigned undergoes a major change and is therefore assigned a new ISSN (see section 2.3*),* the relevant ISSN-L is designated and recorded in the new metadata record that was created with the new ISSN assignment. A basic principle is the persistence of the ISSN-L when one or more titles to which that ISSN-L pertains are still current.

### Title changes

In the most common case, i.e., when the titles of all medium versions undergo a major change at the same time, a new ISSN is assigned to each version in a defined medium and a new ISSN-L is designated. In this situation, no 776 tags will link the "new" ISSN records to the "old" ISSN records.

*e.g*

***ISSN-L 0001-6772***
*Printed version: Acta Physiologica Scandinavica = ISSN 0001-6772*
*Online version: Acta Physiologica Scandinavica (Online) = ISSN 1365-201X*
⇩
*Title changes on all medium versions*
⇩
*Designation of the new ISSN-L*
⇩
***ISSN-L 1748-1708***
*Printed version: Acta Physiologica (Print) = ISSN 1748-1708*
*Online version: Acta Physiologica (Online) = ISSN 1748-1716*

In the rarer cases where not all the medium versions undergo a major title change at the same time, the newly changed title or titles inherits the ISSN-L of the unchanged title or titles.

*Fictitious examples:*

*ISSN-L 1234-567X*
*Printed version: Title ABC (Print) = ISSN 1234-567X*
*Online version: Title ABC (Online) = ISSN 5432-1234*
⇩
*Title changes on only one medium version*
⇩
*Same ISSN-L*
⇩
*Same* ***ISSN-L 1234-567X***
*Printed version: Title ABCDEF (Print) = ISSN 2468-1012*
*Online version: Title ABC (Online) = ISSN 5432-1234*

## 3.4 Representation of the ISSN-L in bibliographic formats

### 3.4.1 MARC 21: field 022

| Tag | Indicators 1 | 2 | Subfield codes | Data elements | Mandatory | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| 022 | | | | ISSN | Yes | No | See also section 2 |
| | ~~b~~ | | | No level specified | | | |
| | 0 | | | Continuing resource of International interest | | | |
| | 1 | | | Continuing resource not of International interest | | | |
| | | ~~b~~ | | Undefined | | | |
| | | | $a | ISSN | Yes | No | See also section 2 |
| | | | $l | ISSN-L | Yes | No | |
| | | | $m | Cancelled ISSN-L | Yes if appl. | Yes | |
| | | | $y | Incorrect ISSN | No | Yes | See also section 2 |
| | | | $z | Cancelled ISSN | Yes if appl. | Yes | See also section 2 |
| | | | $2 | ISSN National Centre code | Yes | No | See also section 12 |

*e.g.*

*321 ## $a Monthly $b Mar. 1972-Dec. 1980*

## *3.4.2 UNIMARC: field 011*

| Tag | Indicators 1 | 2 | Subfield codes | Data elements | Mandatory | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| 011 | | | | ISSN | Yes | No | |
| | ~~b~~ | | | No level specified | | | |
| | 0 | | | Continuing resource of International or national interest | | | |
| | 1 | | | Continuing resource of local interest | | | |
| | | ~~b~~ | | Undefined | | | |
| | | | $a | ISSN | Yes | No | |
| | | | $f | ISSN-L | Yes | No | See also section 3 |
| | | | $g | Cancelled ISSN-L | Yes if appl. | Yes | See also section 3 |
| | | | $y | Cancelled ISSN | Yes if appl. | Yes | |
| | | | $z | Erroneous ISSN & ISSN-L | No | Yes | See also section 3 |

**The subfields to record ISSN-L do not exist in ISSN MARC format.**

# 4.KEY TITLE

The key title is inseparably linked to its ISSN, and like the ISSN it is unique to a particular continuing resource title.
Once a key title is recorded in the ISSN Register, this key title must not be modified, except in case of a cataloguing error.
The key title is established or authenticated by the ISSN National Centre responsible for the registration of the continuing resource, and is derived from the title information appearing on the title page or its equivalent of the print publication or from the most complete information on the non-print resource at the time of registration (see section 1.6). Key titles which are otherwise identical are distinguished by addition of qualifying information to make them unique.
Titles in non-roman alphabets are romanized according to ISO standards, or other agreed-upon standards where ISO standards do not exist. The transliterated titles are recorded as key titles, and the titles in original scripts can be also recorded according to the rules of MARC 21 or UNIMARC.
Typographical and transcription errors in the presentation of the title on the continuing resource are corrected without indicating that a correction has been made.

## 4.1 Establishment of the key title

The key title is the same title as the title proper, if this title is unique in the ISSN Register at the time of registration. If this title is not unique, the key title is the title proper to which a qualifying term is added such as name of issuing body, place and/or date of publication, edition statement or medium statement, in order to make the resulting key title unique.
To construct the key title, first the title proper is identified, according to the rules on title proper (see section 5.)

### 4.1.1 Initial articles in the key title

Initial articles are retained in the key titles, but ignored in filing (see section 4.2 regarding non-filing indicators).

*e.g.*

*A hét zeneműve = ISSN 0324-7678*
*Der deutsche Apotheker in Hessen = ISSN 0173-7589*

Omit an initial article from the name of an issuing body used in a generic title construction unless it is required for linguistic reasons.

*e.g.*

*Fact book (National Institute of General Medical Sciences) = ISSN 0197-646X*
Not:
*Fact book (The National Institute of General Medical Sciences)*

## *4.1.2 Uniqueness of the key title*

When the title proper of a continuing resource is unique in the ISSN Register, that title becomes the key title. If the title proper is not unique (i.e., it is exactly identical character for character, excluding spaces, punctuation and capitalization to an existing title in the ISSN Register or it is otherwise known that there is another continuing resource with an identical title), the key title must be made unique by the addition of one or more qualifying terms to the title proper.

Qualifying information (one or more qualifying terms) is always enclosed in parentheses unless the parentheses are system-supplied.

*e.g.*

*Channel business = ISSN 1493-9088*
*Channel business (West Drayton) = ISSN 1472-0582*

*Canada yearbook = ISSN 0068-8142*
*Canada year book (CD-ROM) = ISSN 1204-2420*

### *4.1.2.1 Choice of qualifying terms*

Choose the most appropriate qualifying term (s) to distinguish two or more titles as indicated in the following instructions (4.1.2.2. to 4.1.2.8.). In general, construct the key title in the most simple and brief way that will make it unique.
If more than one qualifying term is needed, generally give the terms in the following order: place or issuing body (for generic titles, see section 4.1.2.2), date, edition statement, medium.
When more than one qualifying term is given, the subsequent term is preceded by a full stop and a space.

Give the qualifying information in the language of the title source, unless the language is a dead one, in which case it is given in the language of the country of publication.

### *4.1.2.2 Issuing body as a qualifying term for generic titles*

**Note:** Until publication of the *ISSN Manual* in 2003, the name of the issuing body associated with a generic title was added to the generic title and not recorded as qualifying term. The title and body name were separated by a space, a hyphen, and a space.

#### 4.1.2.2.1 Title proper is a «generic title»

When the title proper is a «generic title» (i.e., the title consists solely of word(s) indicating the type of publication and/or the frequency, exclusive of articles, prepositions and conjunctions), such as bulletin, technical bulletin, journal, transaction, proceedings, newsletter, report, etc., or its equivalent in other languages, and the generic title is linguistically separated from and/or typographically distinguished from the name of the issuing body, use the issuing body as the qualifying term.

Note that the following titles proper are not considered generic titles:

a) the title includes a word or words which indicate specific subject content or coverage,

*e.g.*

*Discussion papers in conservation = ISSN 0142-3649*
*Metric bulletin (Ottawa) = ISSN 0702-083X*
*Anuar. Economie = ISSN 1454-5454*

b) the title includes an acronym or numbers

*e.g.*

*101 newsletter = ISSN 0706-1765*
*O- + -P-Report = ISSN 0343-2076*

c) the title consists of more than five words (exclusive of empty words, i.e., articles, conjunctions, prepositions, etc.)

*e.g.*

*Report of the President and Vice-Chancellor to the Board of Governors and the Senate (London, Ont.) = ISSN 0707-0233*

### 4.1.2.2.2 Form of the issuing body name

Use the issuing body name as a qualifying term in the form given on the title source.*

*e.g.*

*Transactions (North Carolina Medical Society) = ISSN 0361-5537*
*Bulletin (Bach Society) = ISSN 0309-7021*
*Journal (North Western Society for Industrial Archeology and History) = ISSN 0141-643X*

**Note:** Centres subject to the bibliographic agreements of the CONSER (Cooperative Online SERials) Program may transcribe the name of the issuing body in the form established by national cataloguing practice for use in headings and other access points.

When the name of the issuing body appears in more than one form on the title source choose the form which is given typographical prominence, or, if that does not apply, choose the briefest form (not an acronym or initialism) which adequately identifies the issuing body. Other forms of the issuing body name may be used to construct variant titles.

*e.g.*

*Key title: Annual accounts (Welsh Water Authority) = ISSN 0142-0291*
*Variant title: Annual accounts (Awdurdod Dwr Cymru)*

When the name of the issuing body does not appear on the title source, take the name of the issuing body from elsewhere in the piece. If more than one form appears in the piece choose the form which is given typographical prominence, or, if that does not apply, choose the briefest form (not an acronym or initialism) which adequately identifies the issuing body.

*e.g.*

*Technical bulletin (Institute of Chartered Accountants in England) = ISSN 0143-9758*

When more than one issuing body is named in the title source, choose as the name of the issuing body to be used as the qualifying term, the name which is typographically prominent, or if the names are given equal prominence, choose the name which appears first. Use the names of the other issuing bodies, as qualifying terms to construct variant titles.

*e.g.*

*Key title: Joint report (British Columbia Ministry of Forests/Canadian Forestry Service) = ISSN 0821-8021*
*Variant title: Joint report (British Columbia Ministry of Lands, Parks and Housing/ Canadian Forestry Service)*

### *4.1.2.3 Place and date of publication*

The place of publication is used as a qualifying term to distinguish the same title proper of two or more continuing resources published in different places.

*e.g.*

*Family (Alton) = ISSN 0260-1516*
*Family (Boca Raton) = ISSN 0272-992X*

Add the place of publication, i.e. the name of the city, town, etc., if necessary, qualified by the state or other appropriate geographical unit separated from each other by a comma.

*e.g.*

*AnalgesiaFile (San Antonio, Texas) = ISSN 1057-2260*

When the place by itself is insufficient, add the place and date of first publication separated from each other by a point.

*e.g.*

*Family herald (Montreal. 1859) = ISSN 0842-0262*
*Family herald (Montreal. 1956) = ISSN 0842-0300*
*Architecture (Paris. 1979) = ISSN 0220-7591*
*Architecture (Paris. 1888) = ISSN 0766-6292*

When an earlier title is resumed after a different title has intervened, add the date alone.

### *4.1.2.4 Language edition statement*

The language edition statement is generally used as a qualifying term to distinguish different language editions of a resource with the same title proper. When the edition statement does not appear on the title source, supply the qualifying term in the language of the content of the resource. The word "edition" and its equivalents in other languages is abbreviated according to the *List of serial title word abbreviations.* A multilingual list of language edition statements is given in the Annex 6.

*e.g.*

*Agrindex (Ed. española) = ISSN 1010-3333*
*Agrindex (Ed. française) = ISSN 1010-3325*
*Agrindex (English ed.) = ISSN 1010-3317*

### *4.1.2.5 Geographic edition statement*

The geographic edition statement is used as a qualifying term to distinguish different geographic editions of a resource with the same title proper. When the edition statement does not appear on the title source, supply the qualifying term in the language of the title source. The word *edition* and its equivalents in other languages is abbreviated according to the *List of serial title word abbreviations.*

*e.g.*

*Le Cep (Ed. Montagne) = ISSN 1141-1686*
*Le Cep (Ed. Plaine) = ISSN 1141-1694*

*Alberta Catholic directory (Calgary ed.) = ISSN 0316-4756*
*Alberta Catholic directory (Edmonton ed.) = ISSN 0316-4748*

### *4.1.2.6 Medium edition statement*

The medium edition statement is used as a qualifying term to distinguish different media editions of a resource with the same title proper. The word *edition* or its abbreviation *ed.* (or its equivalents in other languages) is not required in the qualifying term (if it is linguistically acceptable). A list of medium edition statements is given in the Annex 7.

*e.g.*

*Ancient biomolecules (Online) = ISSN 1607-8411*
*Ancient biomolecules (Print) = ISSN 1358-6122*

*CMIbrief (Trykt utg.) = ISSN 0809-6732*
*CMIbrief (Online) = ISSN 0809-6740*

### *4.1.2.7 Issuing body or publisher*

The name of the issuing body is used as the qualifying term when the title proper is generic (see section 4.1.3.2.) or when none of the above information is appropriate.

*e.g.*

*Trait d'union (Ministère de la culture et de l'environnement) = ISSN 0220-2980*
*Trait d'union (Mutuelle complémentaire des retraités de l'AP) = ISSN 0336-9188*

*Economic bulletin (Institute of Grocery Distribution. Research Services) = ISSN 0261-8648*
*Economic bulletin (Economic Committee, Communist Party of GB) = ISSN 0309-7854*

The name of a commercial publisher can be used to qualify a key title when nothing else will serve to distinguish identical titles

*e.g*

*Marine science (Plenum) = ISSN 0160-273X*
*Marine science (Dekker) = ISSN 0362-1707*
*Note: Both serials have been published in New York since 1974.*

### *4.1.2.8 Other bibliographic information*

When issuing body, publisher, edition, place and/or date of publication do not adequately distinguish otherwise identical key titles other information, such as frequency, type of publication, etc., may be added as a qualifying term in the language of the title source.

*e.g.*

*McCall's = ISSN 0024-8908*
*McCall's (Pattern book) = ISSN 0198-2478*
*Poligrafičeskaâ promyšlennost' (Ekspress-informaciâ) = ISSN 0130-8238*
*Poligrafičeskaâ promyšlennost' (Obzornaâ informaciâ) = ISSN 0134-9147*

# 4.2. Representation of the Key title in bibliographic formats

## 4.2.1 MARC 21: field 222

**Note on initial articles**

The second indicator is used to indicate the number of characters (including spaces) to be disregarded in filing. The maximum number of characters (including spaces) which can be ignored in filing is nine.

**Alternative method**

The number of characters to be disregarded in filing can be also indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 222 | | | | Key title | Yes | Yes | No | Punctuation supplied by cataloguer (See section 1.3.1) |
| | ~~b~~ | | | Undefined | | | | |
| | | 0-9 | | Number of nonfiling characters | | | | |
| | | | $a | Key title | Yes | Yes | No | |
| | | | $b | Qualifying information | Yes if appl. | Yes if appl. | No | Punctuation supplied by cataloguer (See section 1.3.1) |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*A hét zeneműve*
*222~~b~~2$aA hét zeneműve*

*Countryman (Bletchley)*
*222~~b~~0$aCountryman&b**(**Bletchley**)***

*Archives européennes de sociologie*
*222~~b~~0$aArchives européennes de sociologie*

*La lettre V*
*222~~b~~3$aLa lettre V*

*Fauna norvegica. Ser. B, Norwegian journal of entomology*
*222~~b~~0$aFauna norvegica. Ser. B, Norwegian journal of entomology*

*Revue d'économie industrielle (En ligne)*
*222~~b~~0$aRevue d'économie industrielle$b**(**En ligne**)***

*La Lettre (Artois entreprendre)*
*222~~b~~3$aLa Lettre$b**(**Artois entreprendre**)***

*Baiocana*
*222~~b~~0$aBaiocana*

## *4.2.2 UNIMARC: field 530*

**Note on initial articles**

The number of characters to be disregarded in filing is indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 530 | | | | Key title | Yes | Yes | No | Punctuation supplied by cataloguer (See section 1.3.1) |
| | 0 | | | Key title is the same as the title proper | | | | |
| | 1 | | | Key title differs from the title proper | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Key title | Yes | Yes | No | |
| | | | $b | Qualifier | Yes if appl. | Yes if appl. | No | Punctuation supplied by cataloguer (See section 1.3.1) |

## *4.2.3 ISSN MARC: field 222*

**Note on initial articles**
The second indicator is used to indicate the number of characters (including spaces) to be disregarded in filing. The maximum number of characters (including spaces) which can be ignored in filing is nine.

**Alternative method**
The number of characters to be disregarded in filing can be also indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 222 | | | | Key title | Yes | Yes | No | Punctuation supplied by cataloguer (See section 1.3.1) |
| | ~~b~~ | ~~b~~ | | Undefined | | | | |
| | | 0-9 | | Number of nonfiling characters | | | | |
| | | | $a | Key title | Yes | Yes | No | |
| | | | $b | Qualifying information | Yes if appl. | Yes if appl. | No | Information in subfield &b is entered without parentheses. These are automatically generated. |

# 5. Title Proper

The following rules for the title proper are established in accordance with the rules of ISBD.

The title proper is the title of a continuing resource. Sources of information for the title proper are found in section 1.6.
In ISSN records, the title proper has a dual function: it is recorded as a specific data element in the appropriate field and it also forms the basis for the establishment of the key title (see section 4).

Examples of titles proper

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

## 5.1 The title proper can take various forms

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

*e.g.*

*Journal*
*Textes et documents*

b) The title proper can consist of the name of a person or corporate body when the title page bears no title other than that name.

*e.g.*

*Syndicat national des fabricants de bronzes, luminaires, vitrines et étalages, ferronnerie d'art et industries annexes = ISSN 0222-1535*
*Fachhochschule Konstanz = ISSN 0343-6764*
*American Shakespeare Festival Theatre = ISSN 0090-2217*

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

*e.g.*

*IFLA journal = ISSN 0340-0352*
*Collection CAP = ISSN 0337-8063*
*ICSU review = ISSN 0536-1338*
*B.A.F.S. = ISSN 0726-5700*

When the title appears in full and in the form of a set of initials or an acronym, the full form is chosen as the title proper and the initials or acronym is given as variant title (see section 6).

d) The title proper can consist of or include numbers or letters (see also section 5.3.a)

*e.g.*

*00 = ISSN 0917-7256*
*37 design & environment projects = ISSN 0953-3625*
*Contact II = ISSN 0197-6796*

The expanded form may be given as a variant title (see section 6).

e) 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.*

*Poultry Research Centre newsletter = ISSN 1207-8115*
*University of California publications in classical archaeology = ISSN 0896-8837*
*Willing's press guide = ISSN 0000-0213*
*Rapport de gestion de la Banque nationale suisse = ISSN 1421-5500*
*British Pteridological Society bulletin = ISSN 0301-9195*

f) The title proper can consist of a common title and a dependent title designation and/or a dependent title (i.e. a common title, a section designation and/or a section title, the title of the main continuing resource and the non-distinctive title of a supplement or inset; the title of the main series, a sub-series designation and/or the non-distinctive title of a sub-series, see section 5.3.b).

*e.g.*

*IEE proceedings. A, Science, measurements and technology = ISSN 0960-7641*
*Acta Universitatis Carolinae. Philologica = ISSN 0567-8269*
*Botanica rhedonica. Série A = ISSN 0374-1885*

## 5.2 Choice of title proper

### 5.2.1 Continuing resource with one title page

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

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

c) When the choice is between the full form of the title and the acronym or initial letters representing the full form, the full form is chosen as the title proper and the initials or acronym is given as variant title (see also section 6).

*e.g.*

*Acquisition & development directory = ISSN 0897-5183*
*Editorial note: Title also appears as: ADD*

*Belgian journal of linguistics = ISSN 0774-5141*
*Editorial note: Title appears also as: BJL*

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

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

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

c) In the case of tête-bêche continuing resources where text and title pages in two different languages and/or scripts are presented with equal status, the choice of title proper is at the discretion of the bibliographic agency. The title not chosen as title proper is given as a parallel title (see section 6). Only one ISSN is assigned to a tête-bêche continuing resource.

d) In the other cases (Insert/Inset), when the continuing resource being considered contains more than one continuing resource, each with its own title page and numbering, a separate ISSN assignment and record are made for each.

Variant titles (other than parallel titles, see section 5.4) not selected as title proper, whether appearing on the title page(s) or in other parts of the continuing resource, are given in the appropriate field (see section 6).

# *5.3 Transcription of the title proper*

a) The title proper is transcribed from the title page exactly as to wording, but not necessarily as to capitalization or punctuation (See also sections 1.3, 1.4 and 1.5).

*e.g.*

*The unabashed librarian = ISSN 0049-514X*
*Editorial note: Title appears as The U*N*A*B*A*S*H*E*D librarian*

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

*e.g.*

*Housing starts = ISSN 1524-2412*
*Editorial note: Title appears on v. 1, no. 1 as Housing sarts*
*but*
*Lakeland librarian*
*Editorial note: Title appears as Lakeland lib*arian*

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

*e.g.*

*Frommer's Washington, D.C., on $ ... a day = ISSN 8755-5441*
*Editorial note: On the title page: Frommer's Washington, D.C., on $35 a day*

*Tagungsbericht der Österreichischen Gesellschaft für Gefässchirurgie = ISSN 0300-0141*
*Editorial note: On the title page: 2. Tagungsbericht der Österreichischen Gesellschaft für Gefässchirurgie*

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

If the title proper includes any statement that mentions an earlier title, title absorbed, etc., that may or may not be grammatically linked to the rest of the title, such a statement is not transcribed as part of the title. The mark of omission is not given. Relationships with other continuing resources are given in the appropriate fields (see section 11, *Linking entries*) .

*e.g.*

*International gas report = ISSN 0266-9382*
Not: *International gas report, including World gas report*
*Absorbed: World gas report*

**b) Common and dependent titles**

In the case of a continuing resource with a title proper consisting of a common title and a dependent title, the first element is the common title, which is followed by a dependent title designation, or a dependent title, or both. The dependent title is linked directly to its common title.

*e.g.*

Sections:

*Acta belgica. Medica physica = ISSN 0771-5684*
*Études commerciales. Série C = ISSN 0338-9030*
*Journal of polymer sciences. Part A, General papers = ISSN 0449-2951*

Section with sub-sections:

*Analele Universităţii Bucureşti. Seria ştiinţe sociale. Estetică = ISSN 1220-0220*
*Pubblicazioni dell'Università del Sacro Cuore. Contributi. Sociologia = ISSN 0540-0481*
*Pubblicazioni dell'Università del Sacro Cuore. Contributi. Scienze mediche = ISSN 1123-9611*

Supplements:

*Dansk periodicafortegnelse. Supplement= ISSN 0084-9596*
*La lettre du maire. Textes et documents = ISSN 0183-6226*
*American journalof medical genetics. Supplement = ISSN 1040-3787*

Sub-series

*Collection Actions sociales. Série ANAS = ISSN 1290-7499*
*Collection Points. Série Science = ISSN 0337-8160*
*Studia religiosa Helvetica. Series altera = ISSN 1424-7593*

When describing a supplement or an insert/inset with a dependent title, the title of the main continuing resource is also given in the appropriate linking field.

When describing a sub-series with a dependent title, the title of the main series is also given in the appropriate linking field.

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

**c) Series designation**

Any numbers or other information relating to chronological series designation is not transcribed as a dependent title.

*e.g.*

| | |
|---|---|
| *On the title pages:* | *Nuovo archivio veneto.*<br>*Ser. 2 (1891-1900)*<br>*Nuovo archivio veneto.*<br>*Ser. 3 (1901- )* |
| *Title proper:* | *Nuovo archivio veneto* |
| *Key title:* | *Nuovo archivio veneto = ISSN 0393-6694* |

## *5.4 Variations*

Variations of the title proper occurring in the continuing resource being described are given as variant titles (see section 6).

## *5.5 Initial articles in the title proper*

Initial articles are retained in the title proper, but ignored in filing except when they form part of a personal name or a geographic name.

*e.g*

Title proper with initial article ignored in filing
*Le Monde*
Title proper with initial article kept in filing
*Los Angeles bulletin*

# *5.6 Representation of the "Title Proper" in bibliographic formats*

## *5.6.1 MARC 21: field 245*

**Note on initial articles**
The second indicator is used to indicate the number of characters (including spaces) to be disregarded in filing. The maximum number of characters (including spaces) which can be ignored in filing is nine.

**Alternative method**
The number of characters to be disregarded in filing can be also indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 245 | | | | Title proper | Yes | Yes | No | |
| | 1 | | | Added entry | | | | |
| | | 0-9 | | Number of nonfiling characters | | | | |
| | | | $a | Title | Yes | Yes | No | |
| | | | $n | Number of part/section of a work | Yes if appl. | Yes if appl. | Yes | |
| | | | $p | Name of part/section of a work | Yes if appl. | Yes if appl. | Yes | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*2220b$aBulletin$bCanadian Association of Medical Record Librarians. 1944*
*2451b$aBulletin.*

*2220b$aFauna norvegica. Serie B, Norwegian journal of entomology*
*2451b$aFauna norvegica$nSerie B$pNorwegian journal of entomology.*

## 5.6.2 UNIMARC: field 200

**Note on initial articles**
The number of characters to be disregarded in filing is indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 200 | | | | Title proper | Yes | Yes | No | |
| | 0 | | | Title is not significant | | | | |
| | 1 | | | Title is significant | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Title proper | Yes | Yes | No | |
| | | | $h | Number of a part/section | Yes if appl. | Yes if appl. | Yes | |
| | | | $i | Name of a part/section | Yes if appl. | Yes if appl. | Yes | |

## 5.6.3 ISSN MARC: field 245

**Note on initial articles**
The second indicator is used to indicate the number of characters (including spaces) to be disregarded in filing.
The maximum number of characters (including spaces) which can be ignored in filing is nine.

**Alternative method**
The number of characters to be disregarded in filing can be also indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.
Information in subfield &b is entered without parentheses. These are automatically generated.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 245 | ~~b~~ | ~~b~~ | | Title proper | Yes | Yes | No | |
| | | 0-9 | | Number of nonfiling characters | | | | |
| | | | $a | Title or common title part of the title proper | Yes | Yes | No | |
| | | | $s | Section, sub-series, supplement designation | Yes if appl. | Yes if appl. | Yes | |
| | | | $u | Section, sub-series, supplement title | Yes if appl. | Yes if appl. | Yes | |

# 6. VARIANT TITLES

This field is used to record titles other than the key title. Such titles include variant titles found on the resources themselves such as cover titles or parallel titles; minor title changes which have not resulted in the assignment of new ISSN and key titles; and expanded forms of the key title which are provided as alternate access points. Variant titles are transcribed from the resource while expanded forms are supplied by the cataloguer. Variant titles do not have to be made unique.

This field is also used to record other title information (especially subtitles) if these titles are needed for the identification of a resource, and titles by which a resource is commonly known, even if that title does not appear on the resource.

When an acronym, a number, a symbol, etc. is present in the key title, the cataloguer should construct a variant title which includes the expanded form of the acronym, number or symbol.

Initial articles are retained but ignored in filing (except for those which are integral parts of personal or place names). They are not retained for the name of an issuing body used in a generic term construction unless it is required for linguistic reasons.

## 6.1 Representation of "Variant Titles" in bibliographic formats

### 6.1.1 MARC 21: field 246

**Note on initial articles**
Initial articles are generally not recorded in field 246 unless the intent is to file on the article.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 246 | | | | Variant title | Yes if applicable | No | Yes | The order of input of multiple 246 fields is customarily determined by the value in the second indicator position |
| | 1 | | | Note, added entry | | | | |
| | 3 | | | No note, added entry | | | | |
| | | ~~b~~ | | No type specified | | | | |
| | | 0 | | Access to portions of titles and developed forms of key titles | | | | |

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| | | 1 | | Parallel titles | | | | |
| | | 2 | | Distinctive title | | | | |
| | | 3 | | Other forms of titles not specified | | | | |
| | | 4 | | Cover title | | | | |
| | | 5 | | Added title page title | | | | |
| | | 6 | | Caption title | | | | |
| | | 7 | | Running title | | | | |
| | | 8 | | Spine title | | | | |
| | | | $a | Title | Yes | Yes | No | |
| | | | $n | Number of part/section of a work | | | Yes | |
| | | | $p | Name of part/section of a work | | | Yes | |
| | | | $6 | Linkage | | | No | |

*e.g*

*222~~bb~~$aInternationale Zeitschrift für Elektrowärme*
*246 3 1 $aJournal International d'électrothermie*
*246 31 $a International journal on electro-heat*

*222~~bb~~$aStatistik von Niedersachen*
*246 3 3 $aStatistik Niedersachen*

*222~~bb~~$a37 design environment projects*
*246 3 0 $aThirty-seven design environment projects*

*222~~bb~~$aJournal of accident & emergency medicine*
*246 3 0 $aJournal of accident and emergency medicine*

## 6.1.2 UNIMARC: fields 510, 512, 513, 514, 515, 516, 517, 532

**Note on initial articles**
The number of characters to be disregarded in filing is indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tags | Indicators 1 | 2 | Subfield codes | Data elements | Mandatory Full record | Short record | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| 510 | | | | Parallel title | Yes if appl. | No | Yes | |
| | 0 | | | Parallel title is not significant | | | | |
| | 1 | | | Parallel title is significant | | | | |
| | | ƀ | | Not defined | | | | |
| | | | $a | Parallel title | Yes | | No | |
| | | | $h | Number of part | Yes if appl. | | No | |
| | | | $i | Name of part | Yes if appl. | | No | |
| 512 | | | | Cover title | Yes if applicable | No | Yes | |
| | 0 | | | Cover title is not significant | | | | |
| | 1 | | | Cover title is significant | | | | |
| | | ƀ | | Not defined | | | | |
| | | | $a | Cover title | Yes | | No | |
| | | | $e | Other title information | Yes if appl. | | No | |
| 513 | | | | Added title-page title | Yes if applicable | No | Yes | |
| | 0 | | | Added title-page title is not significant | | | | |
| | 1 | | | Added title-page title is significant | | | | |
| | | ƀ | | Not defined | | | | |
| | | | $a | Added title-page title | Yes | | No | |
| | | | $h | Number of part | Yes if appl. | | No | |
| | | | $i | Name of part | Yes if appl. | | No | |
| 514 | | | | Caption title | Yes if applicable | No | Yes | |
| | 0 | | | Caption title is not significant | | | | |

| Tags | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| | 1 | | | Caption title is significant | | | | |
| | | b | | Not defined | | | | |
| | | | $a | Caption title | Yes | | No | |
| | | | $e | Other title information | Yes if appl. | | No | |
| 515 | | | | Running title | Yes if applicable | No | Yes | |
| | 0 | | | Running title is not significant | | | | |
| | 1 | | | Running title is significant | | | | |
| | | b | | Not defined | | | | |
| | | | $a | Running title | Yes | | No | |
| 516 | | | | Spine title | Yes if applicable | No | Yes | |
| | 0 | | | Spine title is not significant | | | | |
| | 1 | | | Spine title is significant | | | | |
| | | b | | Not defined | | | | |
| | | | $a | Spine title | Yes | | No | |
| | | | $e | Other title information | Yes if appl. | | No | |
| 517 | | | | Other variant titles | Yes if applicable | No | Yes | |
| | 0 | | | Variant title is not significant | | | | |
| | 1 | | | Variant title is significant | | | | |
| | | b | | Not defined | | | | |
| | | | $a | Variant title | Yes | | No | |
| | | | $e | Other title information | Yes if appl. | | No | |
| 532 | | | | Expanded title | Yes if applicable | No | Yes | |
| | 0 | | | Expanded title is not significant | | | | |
| | 1 | | | Expanded title is significant | | | | |
| | | 0 | | Initialism | | | | |
| | | 1 | | Numeral | | | | |
| | | 2 | | Abbreviation | | | | |
| | | 3 | | Other, non-roman symbol | | | | |
| | | | $a | Expanded title | Yes | | No | |

## *6.1.3 ISSN MARC: field 246*

**Note on initial articles**
The number of characters to be disregarded in filing is indicated by using the Bibliographic Control Set (ISO 6630) characters 08/08 and 08/09 which are represented by NSB and NSE.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 246 | | | | Variant title | Yes | No | Yes | The order of input of multiple 246 fields is customarily determined by the value in the second indicator position |
| | ~~b~~ | | | | | | | |
| | | 0 | | Access to portions of titles and developed forms of key titles | | | | |
| | | 1 | | Parallel titles | | | | |
| | | 3 | | Other forms of titles not specified | | | | |
| | | 4 | | Cover title | | | | |
| | | | $a | Title | Yes | Yes | No | |

# 7. ABBREVIATED KEY TITLE

The following rules are used to abbreviate key titles in languages using the Cyrillic, Greek and Latin alphabets. Key titles in languages using other alphabets are not abbreviated. In such cases, abbreviated key titles are not recorded.

The rules below are based on the International standard ISO 4: *Information and Documentation -- Rules for the abbreviation of title words and titles of publications*. The ISSN International Centre, which is designated by ISO to serve as Registration Authority of ISO 4, is also responsible for the maintenance of the *List of title word abbreviations. Titles of serials and other continuing resources.*

## 7.1 Rules for the abbreviation of key titles

See also section 7.2.

An abbreviated key title is established by replacing each word of a key title by the corresponding abbreviation from the *List of title word abbreviations. Titles of serials and other continuing resources* and by omitting articles, prepositions and conjunctions. When an abbreviation for a particular word does not appear in the *List*, the instructions given in section 7.2 are followed.

### 7.1.1 Key titles consisting of one word

Do not abbreviate key titles which consist of one word. In such cases, the key title and the abbreviated key title are the same. When the key title consists of one word only, or one word with an initial article or preposition, the word is not abbreviated (see also section 7.1.7).

*e.g.*

*Key title: Nefrologia*
*Abbreviated key title: Nefrologia*
*Key title: The Cosmopolitan*
*Abbreviated key title: Cosmopolitan*
*Key title: Sans frontière*
*Abbreviated key title: Sans frontière*

### 7.1.2 Key titles consisting of one word and qualifying information

When a key title consists of a single word title and qualifying information, only the qualifying information is abbreviated.

*e.g.*

*Key title: Forum (Düsseldorf)*
*Abbreviated key title: Forum (Düsseld.)*
*Key title: Annales (Université catholique de Louvain)*
*Abbreviated key title: Annales (Univ. cathol. Louvain)*

## *7.1.3 Key titles consisting of one word and terms such as "supplement", etc.*

When a key title consists of a single word title which is followed by a term such as part, section, series, supplement, etc. only such terms are abbreviated.

*e.g.*

*Key title: Medicina. Suplemento (Buenos Aires)*
*Abbreviated key title: Medicina, Supl. (B. Aires)*

## *7.1.4 Word order*

In an abbreviated key title the word order follows that of the key title.

*e.g.*

*Key title: Bulletin of proceedings taken in the Supreme Court of Canada*
*Abbreviated key title: Bull. proc. taken Supreme Court Can.*

## *7.1.5 Capitalization*

Capitalization of the abbreviated words follows the capitalization of the words in the key title.

*e.g.*

*Key title: Archiv für deutsche Postgeschichte*
*Abbreviated key title: Arch. dtsch. Postgesch.*

## *7.1.6 Punctuation*

Keep all punctuation which occurs in a key title in its abbreviated key title, except commas and points. Omit commas and replace points by commas, except in the case of acronyms. All abbreviations, including contractions, should end in a point.

*e.g.*

*Key title: Acta Universatis Carolinae. Iuridica*
*Abbreviatd key title: Acta Univ. Carol., Iurid.*
*Key title: E.S.A. bulletin*
*Abbreviated key title: E.S.A. bull.*

## 7.1.7 Articles, conjunctions and prepositions

Omit articles, conjunctions and prepositions from abbreviated key titles except:
(a) prepositions at the beginning of a key title

*e.g.*

*Key title : Pour une géographie littéraire de la France*
*Abbreviated key title: Pour géogr. litt. Fr.*

(b) prepositions and articles which are integral parts of personal and place names

*e.g.*

*Key title: Los Alamos science*
*Abbreviated key title: Los Alamos sci.*

(c) prepositions which are part of expressions such as *in vivo*, *in vitro*, etc.

*e.g.*

*Key title: Journal of in vitro fertilization and embryo transfer*
*Abbreviated key title: J. in vitro fertil. embryo transf.*

## 7.1.8 Acronyms and initialisms

Do not abbreviate acronyms and initialisms.

*e.g.*

*Key title: AEG ontladingen*
*Abbreviated key title:AEG ontlad.*
*Key title: Revue du CETHEDEC*
*Abbreviated key title: Rev. CETHEDEC*

## 7.1.9 Names of issuing bodies

Abbreviate words in the names of issuing bodies in accordance with the rules in section 7 *Abbreviated Key Titles.*

*e.g.*

*Key title: Proceedings of the International Seed Testing Association*
*Abbreviated key title: Proc. Int. Seed Test. Assoc.*

Where national or International practice favours acronyms for the names of issuing bodies these may be used (see also section 7.1.8 Acronyms and initialisms).

*e.g.*

*Key title: The United Nations disarmament yearbook*
*Abbreviated key title: U.N. disarm. yearb.*

## 7.1.10 Special characters and symbols

Keep special characters or symbols which appear in a key title unchanged in the abbreviated key title except the ampersand *&* and the *+* when they are used for the conjunction *and*.

*e.g.*

*Key title: Europe on $ ... a day*
*Abbreviated key title: Eur. $ day*
*Key title: 2000 A.D. annual*
*Abbreviated key title: 2000 A.D. annu.*
*Key title: Computer & control abstracts*
*Abbreviated key title: Comput. control abstr.*
*Key title: Metall-Reinigung + Vorbehandlung*
*Abbreviated key title: Met.-Reinig. Vorbehandl.*

## 7.1.11 Sections

Retain words, numbers and letters which distinguish a section of a continuing resource. The words in section title should also be abbreviated. Abbreviations of generic words such as part, section, series, etc. are omitted unless they are required for the purposes of identification.

*e.g.*

*Key title: Annales scientifiques de l'Université de Besançon. Géologie*
*Abbreviated key title: Ann. sci. Univ. Besançon, Géol.*
*Key title: Canadian journal of research. Section A, Physical sciences*
*Abbreviated key title: Can. j. res.,Sect. A Phys. sci.*

## 7.1.12 Identical abbreviated key titles

Distinguish abbreviated key titles by adding a qualifying term as instructed in 4.1.2.1, 4.1.2.3 to 4.1.2.8. Such a qualifying term is always abbreviated.

*e.g.*

*Key titles: Expériences et innovations en éducation*
*Experiencias e innovaciones en educación*
*Experiments and innovations in education*
*Abbreviated key titles: Expér. innov. éduc. (Ed. fr.)*
*Exper. innov. educ. (Ed. esp.)*
*Exper. innov. educ. (Engl. ed.)*

## 7.1.13 Non-prescribed abbreviations present in the key titles

When a key title contains an abbreviation which is different from the form prescribed in the *List of title word abbreviations, Titles of serials and other continuing resources* use the prescribed version in the abbreviated key title.

*e.g.*

*Key title : An. Pedeca*
*Abbreviated key title: Anu. Pedeca*

# *7.2 Rules for word abbreviations*

See also 7.1 Rules for the abbreviation of key titles

**General procedure**

Abbreviations which are permitted in abbreviated key titles are listed in the *List of title word abbreviation. Titles of serials and other continuing resources"* available on the ISSN website.

When a word is not in the list, and a new abbreviation is required, the ISSN National Centre communicates by letter, fax or e-mail, the following information to the International Centre:

ISSN, word, proposed abbreviation, language code

When a new abbreviation has been approved by the International Centre it is published in the *"List of title word abbreviations*. *Titles of serials and other continuing resources".*

## *7.2.1 Recommended methods of abbreviation*

The recommended method for abbreviation is by truncation, that is at least two letters must be dropped from the end of the word, for example:

*e.g.*

*literature abbreviated to lit.*

Words which are commonly contracted may be abbreviated in that manner according to the nature of languages and the national practices. In particular the suppression of vowels is frequent, for example:

*e.g.*

*Zeitung abbreviated to Ztg.*
*könyvtár abbreviated to kvt.*
*karangan abbreviated to krgn.*

Abbreviation to a single letter is limited to very frequently-used generic words, for example:

*e.g.*

*journal abbreviated to j.*
*Zeitschrift abbreviated to Z.*

Whether the method of abbreviation is truncation or contraction, or a combination of these methods, at least two letters shall be dropped from the word to be abbreviated.

A point should be used to indicate an abbreviation, and is required after all abbreviations.

## 7.2.2 Diacritics

Do not omit diacritics from abbreviations.

*e.g.*

*ábrázolás abbreviated to ábráz.*
*médecine abbreviated to méd.*
*Überwachung abbreviated to Überwach.*

## 7.2.3 Artificial words

Artificial words should be retained as they appear in the key title. However, new word coinages which are likely to become an accepted part of the language should be abbreviated.

*e.g.*

*Diamat not abbreviated*
*chemtech not abbreviated*
*sharemarket not abbreviated*
*narcoterrorist not abbreviated*

## 7.2.4 Plural forms

Use the same abbreviation for both the singular and plural forms of words when the spelling of the abbreviation is not affected by the change from singular to plural.

*e.g.*

*library, libraries abbreviated to libr.*
*Jahrbuch, Jahrbücher, abbreviated to Jahrb.*

Use different abbreviated forms when the method of abbreviation is by contraction and the change from singular to plural affects the spelling of the abbreviation.

*e.g.*

*country abbreviated to ctry.*
*countries abbreviated to ctries.*
*national abbreviated to natl.*
*nationaux abbreviated to natx.*

The plural form may be abbreviated even when the singular form is not provided that at least two letters are dropped from the original word to form the abbreviation.

*e.g.*

*child not abbreviated*
*children abbreviated to child.*

## 7.2.5 Other inflected forms

Use the same abbreviations for all inflected forms of a word.

*e.g.*

*promyšlennost'*
*promyšlennosti* } *all abbreviated to prom.*
*promyšlennostej*

## 7.2.6 Derivatives

When orthographic changes in a derivative form change the part of the word used as the abbreviation, the original word and its derivative have different abbreviated forms.

*e.g.*

*Scotland abbreviated to Scotl.*
*Scottish abbreviated to Scott.*

When orthographic changes do not affect the abbreviation for the derivative form, the abbreviation for the derivative and root forms should be the same.

*e.g.*

*physics abbreviated to phys.*
*physical abbreviated to phys.*
*organization abbreviated to organ.*
*organisé abbreviated to organ.*

The derivative of a word may be abbreviated even when the root form is not abbreviated.

*e.g.*

*Gefahr not abbreviated*
*gefährlich abbreviated to gefährl.*

A derivative of a word which has acquired a different meaning by the adjunction of a term having a specific abbreviation or a different morphological structure should have a different abbreviation.

*e.g.*

*information abbreviated to inf.*
*informatique abbreviated to inform.*
*psychical abbreviated to psych.*
*psychoeducation abbreviated to psychoeduc.*
*psychology abbreviated to psychol.*

## 7.2.7 Appended articles

In languages where articles are appended to words, the same abbreviation shall be used for a word with an appended article or without one.

*e.g.*

*relation*
*} both abbreviated to relat.*
*Relationerne*

## 7.2.8 Grammatical prefixes

In some languages, such as the Malay and Indonesian languages, the prefixes before the nouns or the verbs have grammatical functions. These grammatical prefixes should be suppressed or reduced in the abbreviations.

*e.g.*

*diperluas abbreviated to prls.*
*berwarna abbreviated to wrn.*
*kemasyarakatan abbreviated to kmsyrk.*

## 7.2.9 Semantically unrelated words

Unrelated words shall have different abbreviations.

*e.g.*

*ind. is correct for industrial, industrie, industry, etc;*
*but is not correct for Indian, indication, induced, etc.*

## 7.2.10 Compound words

When a compound word consists of components each of which has an abbreviation in the "*List of title word abbreviations*. *Titles of serials and other continuing resources*", abbreviate each component, and separate the abbreviations by a point without a space.
However, points with the exception of the last one may be omitted if required by national practice.

*e.g.*

*Forschungstechnologie abbreviated to Forsch.technol.*
*informatiedossier abbreviated to inf.doss.*
*gazdaságstatisztika abbreviated to gazdstat.*

Keep hyphens which appear in compound words in the abbreviated forms. Separate each part of the abbreviation by a point and the hyphen, without spaces.

*e.g.*

*médecin-radiologue abbreviated to méd.-radiol.*
*technisch-industriell abbreviated to tech.-ind.*

When a compound word consists of a word which has an abbreviation in the "*List of title word abbreviations*. *Titles of serials and other continuing resources"* and a component which has no abbreviation, only the relevant part of the word shall be abbreviated. When these components are separated by a hyphen, keep the hyphen in the abbreviation.

*e.g.*

*hydrogeology abbreviated to hydrogeol.*
*cartography abbreviated to cartogr.*
*bio-acoustics abbreviated to bio-acoust.*

## *7.2.11 Names of persons*

The names of persons are not abbreviated. Adjectives formed from names of persons may be abbreviated.

*e.g.*

*Mozart not abbreviated*
*mozartien abbreviated to mozart.*

## *7.2.12 Place names*

The names of geographical locations i.e. town, state, province or country may be abbreviated.
The names of towns should be abbreviated when they are important cities or frequently used in titles or when the names ended in suffixes like -burgh, -ton, -ville, etc.

*e.g.*

*New York abbreviated to N.Y.*
*Southampton abbreviated to Southampt.*

## *7.2.13 Substitution of characters*

Do not include characters in an abbreviation which are not present in the word being abbreviated.

*e.g.*

*premier correct abbreviation prem.*
*incorrect abbreviation 1*

## 7.3 Representation of the "Abbreviated Key Title" in bibliographic formats

### 7.3.1 MARC 21: field 210

Use of this field is optional, but recommended for scientific and technical continuing resources.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 210 | | | | Abbreviated key title | Yes if appl. | No | No | |
| | 1 | | | Added entry | | | | |
| | | ~~b~~ | | Type: Abbreviated key title | | | | |
| | | | $a | Abbreviated key title | Yes | | No | |
| | | | $b | Abbreviated qualifying information | Yes if appl. | | No | |
| | | | $6 | Linkage | | | | |

*e.g.*

*222~~b~~3$aLa co-action$b(Ed. française)*
*2101~~b~~$aCo-action$b(Ed. fr.)*

*222~~b~~3$aLa co-action$b(English ed.)*
*2101~~b~~$aCo-action$b(Engl. ed.)*

### 7.3.2 UNIMARC: field 531

Use of this field is optional, but recommended for scientific and technical continuing resources.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 531 | | | | Abbreviated key title | Yes if appl. | No | No | |
| | ~~b~~ | | | Not defined | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Abbreviated key title | Yes | | No | |
| | | | $b | Abbreviated qualifying information | Yes if appl. | | No | |

## *7.3.3 ISSN MARC: field 210*

Use of this field is optional, but recommended for scientific and technical continuing resources.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 210 | ~~b~~ | ~~b~~ | | Abbreviated key title | Yes if appl. | No | No | |
| | | | $a | Abbreviated key title | Yes | | No | |
| | | | $b | Abbreviated qualifying information distinguishing otherwise identical key titles | Yes if appl. | | No | |
| | | | $c | Abbreviated qualifying information distinguishing identical key titles | Yes if appl. | | No | |

# 8. PUBLISHING INFORMATION

This field is used to record information relating to the publication, printing, distribution, issue, release, or production of a continuing resource.

## 8.1 Place of publication

Record the name of the city or town of publication in the form given on the publication. When there is more than one place of publication given, record each one in separated subfields, in the order in which they appear. When there is more than one place of publication but only one publisher, repeat the subfield containing place names before entering the subfield recording the name of the publisher:

*e.g.* *Place of publication: Paris*
*Name of publisher: C.N.R.S.*

*Places of publication: New York*
*London*
*Name of publisher: Pergamon Press*

*Places of publication: Oxford*
*London*
*Edingburgh*
*Melbourne*
*Name of publisher: Blackwell Scientific Publications*

The place of publication may be qualified by the name of the larger geographical unit which contains it to distinguish it from another place with the same name, e.g. Boston, Mass.
If no place of publication is given, enter the abbreviation S.l. (sine loco = without place) in square brackets.

If the place of publication changes, relevant update information may be given.

## 8.2 Publisher

Give the name of the publisher in the shortest form in which it can be understood and identified Internationally. When more than one publisher associated with only one place of publication are given, record each publisher in a separate subfield, in the order in which they appear.

*e.g.* *Place of publication: Berkeley, Calif.*
*Name of publisher: University of California Press*

*Place of publication: Budapest*
*Names of publishers: Akadémiai Kiadó*
*Argumentum*

When multiple publishers and places are given, record each publisher with its relevant place in the order in which they appear on the resource.

*e.g.* *Place of publication: Budapest*
*Name of publisher: Akadémiai Kiadó*
*Place of publication: Dordrecht*
*Name of publisher: Kluwer Academic Publishers*

If no publisher's name is given, enter the abbreviation s.n. (sine nomine = without name) in square brackets.

If the publisher changes, relevant update information should be recorded by indicating the earliest available publisher, any intervening publisher and/or the current/latest publisher.

## *8.3 Date of publication*

Record a date or approximate date of publication which differs from that which is given in field 008.

*e.g.* *Imprint (publication, distribution etc. area): Budapest : KSH, 2005-*
*Editorial note: sequential designation appearing on the first issue (year given in field 008): 2003.*

## *8.4 Representation of the "Publishing information" in bibliographic formats*

### *8.4.1 MARC 21: field 260*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 260 | | | | Publication, distribution | Yes | Yes | Yes | |
| | ~~b~~ | | | Earliest available publisher | | | | Used when a resource is first catalogued. This information should not be changed unless incorrect or earlier issues of a serial are later available with different publishing information. |
| | 2 | | | Intervening publisher | | | | Used when the publisher or place of publication changes. |

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| | 3 | | | Current/latest publisher | | | | Used when the publisher changes, or when the place of publication associated with the earliest publisher changes. |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | Place of publication, distribution | Yes | Yes | Yes | Punctuation to be added preceding the second etc. subfield code:<br>- a colon (:) when subfield $a is followed by subfield $b<br>- a semicolon (;) when subfield $a is followed by another subfield $a |
| | | | $b | Name of publisher, distributor | Yes | Yes | Yes | Punctuation to be added preceding the next subfield code:<br>- a comma (,) when subfield $b is followed by subfield $c<br>- a colon (:) when subfield $b is followed by another subfield $b<br>- a semicolon (;) when subfield $b is followed by subfield $a |
| | | | $c | Date of publication, distribution | Yes if appl. | Yes if appl. | Yes | Punctuation to be added at the end of the subfield $c:<br>- a period (.)<br>- a hyphen (-) for open-ended dates<br>-a closing bracket (])<br>- a closing parenthesis ()) |
| | | | $3 | Materials specified | No | No | No | If desired, information about the dates that pertain to a place or publisher can be added in this subfield. |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*260~~bb~~ $a Paris : $b C.N.R.S.*

*260~~bb~~$a Berkeley, Calif. : $b University of California Press*
*2602~~b~~$a New York ; $a London : $b Pergamon Press*
*2603~~b~~$a Oxford ; $a London ; $a Edingburgh ; $a Melbourne : $b Blackwell Scientific Publications*

*260~~bb~~$a Budapest : $b Akadémiai Kiadó : $b Argumentum*
*2603~~b~~$a Budapest : $b Akadémiai Kiadó ; $a Dordrecht : $b Kluwer Academic Publishers*

*260~~bb~~$a Budapest : $b KSH, $c 2005-*

*260~~bb~~$a London : $b Arts Council of Great Britain, $c 1976*

If the place of publication or the publisher changes, addition of a new occurrence of the field is recommended with specific indicator (3) according to the information given on the current issue. Field(s) with this specific indicator (3) already present in the record is(are) modified accordingly and given under indicator 2 describing intervening imprint information.

*e.g.*

*260 2~~b~~$3 1980-May 1993 $a London : $b Vogue*
*260 3~~b~~ $3 June 1993- $a London : $b Elle*

## *8.4.2 UNIMARC: field 210*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 210 | | | | Publication, distribution | Yes if appl. | Yes | Yes | |
| | ~~b~~ | | | Earliest available publisher | | | | Used when a resource is first catalogued. This information should not be changed unless incorrect or earlier issues of a serial are later available with different publishing information. |
| | 0 | | | Intervening publishers (if necessary) | | | | Used when the publisher or place of publication changes. |
| | 1 | | | Current/latest publisher | | | | Used when the publisher changes, or when the place of publication associated with the earliest publisher changes. |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | Place of publication, distribution | Yes | Yes | Yes | |

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| | | | $c | Name of publisher, distributor | Yes | Yes | Yes | |
| | | | $d | Date of publication, distribution | Yes | Yes | Yes | |

## *8.4.3 ISSN MARC: field 260*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 260 | ~~b~~ | ~~b~~ | | Imprint | Yes | Yes | Yes | Punctuation supplied by cataloguer (See section 1.3.5) |
| | | | $a | Place of publication, distribution | Yes | Yes | Yes | Punctuation to be added preceding the second etc. subfield code:<br>- a colon (:) when subfield $a is followed by subfield $b<br>- a semicolon (;) when subfield $a is followed by another subfield $a |
| | | | $b | Publisher | Yes | Yes | Yes | Punctuation to be added preceding the next subfield code:<br>- a comma (,) when subfield $b is followed by subfield $c, and to separate hierarchical elements in publisher's names.<br>- a colon (:) when subfield $b is followed by another subfield $b<br>- a semicolon (;) when subfield $b is followed by subfield $a |
| | | | $c | Date of publication different from that in field 008 | Yes if appl. | Yes if appl. | Yes | Punctuation to be added at the end of the subfield $c:<br>- a period (.)<br>- a hyphen (-) for open-ended dates<br>-a closing bracket (]) |

# 9. DATES OF PUBLICATION AND/OR SEQUENTIAL DESIGNATION

## 9.1 Dates of publication and/or sequential designation

This field contains the beginning/ending dates(s) of a serial and/or sequential designations used on each part. Dates to be used in this field are chronological designations that identify individual issues of the serials.

## 9.2 Representation of the "Dates of publication and/or sequential designation" in bibliographic formats

### 9.2.1 MARC 21: field 362

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 362 | | | | Dates of publication and/or Sequential designation | Yes if appl. | Yes if appl. | Yes | |
| | 0 | | | Formatted style | | | | |
| | 1 | | | Unformatted note | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | Dates of publication and/or sequential designation | Yes | Yes | No | |
| | | | $z | Source of information | Yes if appl. | Yes if appl. | No | |

*e.g.*

*3620~~b~~$aVol. 1, no. 1 (Apr. 1981)-*
*3620~~b~~$a2001-*

## *9.2.2 UNIMARC: field 207*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 207 | | | | Material specific area: serials numbering | Yes if appl. | Yes if appl. | No | |
| | ~~b~~ | | | Not defined | | | | |
| | | 0 | | Formatted | | | | |
| | | 1 | | Not formatted | | | | |
| | | | $a | Numbering: dates and volume designation | Yes | Yes | Yes | |
| | | | $z | Source of numbering information | Yes if appl. | Yes if appl. | Yes | |

**These data elements do not exist in ISSN MARC format.**

# 10. ISSUING BODY

## 10.1 Issuing body as on title source

Record the name of the issuing body in the sequence and form in which it appears on the publication. When the name of the issuing body is given on the publication in different languages, record each one by repeating the field. When more than one issuing body is named, record each one by repeating the field.
Initial articles must be omitted as there is no provision for them to be ignored automatically in the filing arrangement.

### 10.1.1 Representation of the "Issuing Body" in bibliographic formats

#### 10.1.1.1 MARC 21: field 720

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 720 | | | | Added entry – Uncontrolled name | Yes if appl. | Yes if appl. | Yes | *Multiple names are recorded in separate occurrences of field 720. No special punctuation or spacing conventions prescribed in this field* |
| | ~~b~~ | | | Not specified | | | | |
| | 2 | | | Other | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | Name | Yes | Yes if appl. | No | |
| | | | $6 | Linkage | Yes if appl. | Yes if appl. | No | |

*e.g.*

*720~~bb~~$aEconomics and Management Department, Edinburgh School of Agriculture*

*720~~bb~~$aInternational Water Supply Association*
*720~~bb~~$aAssociation Internationale des distributions de l'eau*
*720~~bb~~$aInternationale Wasserversorgungsvereinigung*

### *10.1.1.2. UNIMARC: field 712*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 712 | | | | Corporate body name – Secondary intellectual responsibility | Yes if appl. | Yes if appl. | Yes | |
| | 0 | | | Corporate name | | | | |
| | 1 | | | Meeting | | | | |
| | | 0 | | Name in inverted form | | | | |
| | | 1 | | Name entered under place or jurisdiction | | | | |
| | | 2 | | Name entered under name in direct order | | | | |
| | | | $a | Entry element | Yes | Yes if appl. | No | |
| | | | $b | Subdivision | Yes if appl. | Yes if appl. | Yes | |
| | | | $c | Addition to name or qualifier | Yes if appl. | Yes if appl. | Yes | |

### *10.1.1.3 ISSN MARC: field 550*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 550 | ~~b~~ | ~~b~~ | | Name of issuing body as on title source | Yes if appl. | Yes if appl. | Yes | |
| | | | $a | Name | Yes | Yes | Yes | |

## *10.2 Issuing body as established by national bibliographies*

Record the name of the issuing body or the name of a conference according to the rules of the national bibliography of the country. Initial articles must be omitted as there is no provision for them to be ignored automatically in the filing arrangement.

## *10.2.1 Representation of the "Issuing body" in bibliographic formats*

### *10.2.1.1 MARC 21: fields 710, 711*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 710 | | | | Added entry – Corporate name | Yes if appl. | No | Yes | |
| | 0 | | | Inverted name | | | | |
| | 1 | | | Jurisdiction name | | | | |
| | 2 | | | Name in direct order | | | | |
| | | ~~b~~ | | No information provided | | | | |
| | | | $a | Corporate name or jurisdiction name | Yes | Yes | No | |
| | | | $b | Subordinate Unit | No | No | Yes | |
| | | | $6 | Linkage | No | No | No | |
| 711 | | | | Added entry – Meeting name | Yes if appl. | No | Yes | |
| | 0 | | | Inverted name | | | | |
| | 1 | | | Jurisdiction name | | | | |
| | 2 | | | Name in direct order | | | | |
| | | ~~b~~ | | No information provided | | | | |
| | | | $a | Meeting name or jurisdiction name as entry element | Yes | No | No | |
| | | | $6 | | No | No | No | |

*e.g.*

*7102~~b~~$aBritish Israel World Federation*
*7102~~b~~$aEdinburgh School of Agriculture. Economics and Management Department*

### *10.2.1.2 UNIMARC: field 710, 711*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 710 | | | | Corporate body name – Primary intellectual responsibility | Yes if appl. | No | Yes | |
| | 0 | | | Corporate name | | | | |
| | 1 | | | Meeting | | | | |
| | | 0 | | Name in inverted form | | | | |
| | | 1 | | Name entered under place or jurisdiction | | | | |
| | | 2 | | Name entered under name in direct order | | | | |
| | | | $a | Entry element | Yes | Yes | No | |
| | | | $b | Subdivision | Yes if appl. | Yes if appl. | Yes | |
| | | | $c | Addition to name or qualifier | Yes if appl. | Yes if appl. | Yes | |
| 711 | | | | Corporate body name – Alternative responsibility | Yes if appl. | No | Yes | |
| | 0 | | | Corporate name | | | | |
| | 1 | | | Meeting | | | | |
| | | 0 | | Name in inverted form | | | | |
| | | 1 | | Name entered under place or jurisdiction | | | | |
| | | 2 | | Name entered under name in direct order | | | | |
| | | | $a | Entry element | Yes | Yes | No | |
| | | | $b | Subdivision | Yes if appl. | Yes if appl. | Yes | |
| | | | $c | Addition to name or qualifier | Yes if appl. | Yes if appl. | Yes | |

### *10.2.1.3 ISSN MARC: field 710*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 710 | | ~~b~~ | | Name of issuing body or conference as established by national cataloguing practice | Yes if appl. | Yes if appl. | Yes | |
| | 0 | | $a | Name of issuing body | | | No | |
| | 1 | | $a | Name of conference | | | No | |

# 11. LINKING ENTRIES

When linked titles are registered, the information can be transmitted by key title and ISSN or by ISSN only. When only the ISSN is transmitted, the key title will be inserted automatically by the International Centre exactly as it appears in field 222.

The ISSN is recorded as two groups of four digits separated by a hyphen, without the prefix ISSN.

## 11.1 Is other language edition of

When the continuing resource in hand is a translation or an edition in another language of another continuing resource, record the key title and ISSN or the ISSN alone of the original continuing resource in this field.
The field has no subfield for qualifying information, and the parentheses must be provided by the cataloguer when necessary.

### 11.1.1 Representation of "Is other language edition of" in bibliographic formats

#### 11.1.1.1 MARC 21: field 765

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 765 | | | | Original language entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Translation of | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*0220~~b~~$a0143-3113*
*222~~bb~~$aBulletin$b(Association écossaise d'auteurs dramatiques)*
*7650~~b~~$tNewsletter (Scottish Society of Playwrights)$x0143-3121*
*or*
*7650~~b~~$x0143-3121*

### *11.1.1.2 UNIMARC: field 454*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 454 | | | | Translation of | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.1.1.3 ISSN MARC: field 759*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 759 | 2 | ~~b~~ | | Is other language edition of | Yes if appl. | No | No | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

## *11.2 Other edition entry*

Record in this field the key title and ISSN or the ISSN alone of the other editions of the continuing resource in hand. The following types of editions are recorded in this field:

- language editions. When a continuing resource is issued simultaneously in more than one language.
- other editions of the continuing resource.

The field has no subfields for qualifying information, and parentheses must be provided by the cataloguer when necessary.

## 11.2.1 Representation of "Other edition entry" in bibliographic formats

### 11.2.1.1 MARC 21: field 775

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 775 | | | | Other edition entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | b | | Undefined | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222bb$aModern maturity*
*7750b$tModern maturity(NRTA ed.)$x0747-6302*
*or*
*7750b$x0747-6302*

*222bb$aOCDE perspectives de l'emploi*
*7750b$tOECD employment outlook$x1013-0241*
*7750b$tOECD Beschäftigungausblick$x1995-3976*
*or*
*7750b$x1013-0241*
*7750b$x1995-3976*

### 11.2.1.2 UNIMARC: field 451

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 451 | | | | Other edition in the same medium | Yes if appl. | No | Yes | |
| | b | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

#### *11.2.1.3 ISSN MARC: field 769*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 769 | 2 | ~~b~~ | | Has other language edition | Yes if appl. | No | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

## *11.3 Translation entry*

### *11.3.1 Representation of the "Translation entry" in bibliographic formats*

#### *11.3.1.1 MARC 21: field 767*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 767 | | | | Translation entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Translated as | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

#### *11.3.1.2 UNIMARC: field 453*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 453 | | | | Translated as | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

## *11.4 Is sub-series of*

When the continuing resource in hand is a sub-series of another continuing resource title, record the key title and ISSN or the ISSN alone of the main series in this field.
This field has no subfields for qualifying information, and parentheses must be provided by the cataloguer when necessary.

### *11.4.1 Representation of "Is sub-series of" in bibliographic formats*

#### *11.4.1.1 MARC 21: field 760*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 760 | | | | Main series entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Main series | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

### *11.4.1.2 UNIMARC: field 410*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 410 | | | | Series | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.4.1.3 ISSN MARC: field 760*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 760 | 2 | ~~b~~ | | Is sub-series of | Yes if appl. | No | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

## *11.5 Has sub-series*

Record in this field the key title and ISSN or the ISSN alone of each sub-series which the publication in hand may have.
The field has no subfields for qualifying information, and parentheses must be provided by the cataloguer when necessary.

## 11.5.1 Representation of "Has sub-series" in bibliographic formats

### 11.5.1.1 MARC 21: field 762

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 762 | | | | Sub-series entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Has sub-series | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

### 11.5.1.2 UNIMARC: field 411

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 411 | | | | Sub-series | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### 11.5.1.3 ISSN MARC: field 762

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 762 | 2 | ~~b~~ | | Has sub-series | Yes if appl. | No | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

# *11.6 Has other physical medium*

Record in this field the key title and ISSN or the ISSN alone of each other physical medium version which the publication in hand may have.
The field has no subfields for qualifying information, and parentheses must be provided by the cataloguer when necessary.
The physical medium versions do not have to be exactly the same, in content, layout or title, in order to be linked together using this field. However, they need to be equivalent in scope, e.g. do not link a record describing a resource that includes several titles in one medium to a record describing only one of these titles in another medium.
This field is used to group physical medium versions for designation of the linking ISSN (ISSN-L).

## *11.6.1 Representation of "Has other physical medium edition" in bibliographic formats*

### *11.6.1.1 MARC 21: field 776*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 776 | | | | Additional physical form entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Available in another form | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222~~bb~~$aTeleDisk online*
*7760~~b~~$tTeleDisk$x1420-5238*
*7760~~b~~$tTele (Zürich)$x1420-519X*
*or*
*7760~~b~~$x1420-5238*
*7760~~b~~$x1420-519X*

*222~~bb~~$aAlternative health International$b(Online)*
*7760~~b~~$tAlternative health International (Print)$x1460-3330*
*or*
*7760~~b~~$x1460-3330*

### *11.6.1.2 UNIMARC: field 452*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 452 | | | | Other edition in another medium | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.6.1.3 ISSN MARC: field 776*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 776 | 2 | ~~b~~ | | Has other physical medium edition | Yes if appl. | No | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

## *11.7 Is inset or supplement to*

When the publication in hand is published as an inset in or as a supplement to one or more continuing resources, record the key title and ISSN or the ISSN alone of the other continuing resource(s) in this field. This field has no subfields for qualifying information and parentheses must be provided by the cataloguer, when necessary.

## *11.7.1 Representation of "Is inset or supplement to" in bibliographic formats*

### *11.7.1.1 MARC 21: field 772*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 772 | | | | Supplement parent entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Supplement to | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222~~bb~~$aGeartest*
*7720~~b~~$tBoat technology International$x0144-4034*
*or*
*7720~~b~~$x0144-4034*

### *11.7.1.2 UNIMARC: field 422*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 422 | | | | Parent of supplement | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.7.1.3 ISSN MARC: field 779*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 779 | 2 | ~~b~~ | | Is inset in or supplement to | Yes if appl. | No | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

## *11.8 Has inset, supplement or special edition*

When the title in hand has one or more insets or supplements, record the key title and ISSN or the ISSN alone of each inset or supplement in this field.
This field has no subfields for qualifying information, and parentheses must be provided by the cataloguer where necessary.

## *11.8.1 Representation of "Has inset, supplement or special edition" in bibliographic formats*

### *11.8.1.1 MARC 21: field 770*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 770 | | | | Supplement/Special issue entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Has supplement | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222bb$aBoat technology International*
*7700~~b~~$tGeartest$x0308-6437*
*or*
*7700~~b~~$x0308-6437*

### *11.8.1.2 UNIMARC: field 421*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 421 | | | | Supplement | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.8.1.3 ISSN MARC: field 789*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 789 | 2 | ~~b~~ | | Has inset or supplement(s) | Yes if appl. | No | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

# 11.9 Issued with entry

## 11.9.1 Representation of "Issued with entry" in bibliographic formats

### 11.9.1.1 MARC 21: field 777

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 777 | | | | Issued with entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Issued with | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

### 11.9.1.2 UNIMARC: field 423

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 423 | | | | Issued with | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

# 11.10 Former title(s)

When a continuing resource title continues another title or titles (in whole or in part), or when it results from the splitting of one title into two or more other titles, or when it results from the merger of two or more titles, or when it absorbs another title or titles (in whole or in part), record the key title and ISSN or the ISSN alone of each continuing resource which is continued, split, merged or absorbed in this field. However, it may be allowed to record a title alone (without ISSN) of an old continuing resource.

This field has no subfields for qualifying information, and parentheses must be provided by the cataloguer when necessary.

## *11.10.1 Representation of the "Former title(s)" in bibliographic formats*

### *11.10.1.1 MARC 21: field 780*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 780 | | | | Preceding entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | 0 | | Continues | | | | |
| | | 1 | | Continues in part | | | | |
| | | 2 | | Supersedes | | | | |
| | | 3 | | Supersedes in part | | | | |
| | | 4 | | Formed by the union of … and … | | | | |
| | | 5 | | Absorbed | | | | |
| | | 6 | | Absorbed in part | | | | |
| | | 7 | | Separated from | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222~~bb~~$aPaint & resin*
*78000$tPaint manufacture$x0030-9508*
*or*
*78000$x0030-9508*

*222~~bb~~$aPublic transport plan$b(Hertfordshire County Council)*
*78001$tTransport policies and programmes (Hertfordshire County Council)$x0260-5430*
*or*
*78001$x0260-5430*

*222~~bb~~$aUrbandoc news*
*78004$tUrbandoc news (UK ed.)$x0141-6227*
*78004$tUrbandoc news (International ed.)$x0141-6235*
*or*
*78004$x0141-6227*
*78004$x0141-6235*

*222~~bb~~$aMotor transport$b(London)*
*78005$tBus & coach$x0027-206X*
*or*
*78005$x0027-206X*

### *11.10.1.2 UNIMARC: fields 430, 431, 432, 433, 434, 435, 436, 437*

| Tags | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 430 | | | | Continues | Yes if appl. | No | Yes | |
| 431 | | | | Continues in part | Yes if appl. | No | Yes | |
| 432 | | | | Supersedes | Yes if appl. | No | Yes | |
| 433 | | | | Supersedes in part | Yes if appl. | No | Yes | |
| 434 | | | | Absorbed | Yes if appl. | No | Yes | |
| 435 | | | | Absorbed in part | Yes if appl. | No | Yes | |
| 436 | | | | Formed by merger of …, …, and … | Yes if appl. | No | Yes | |
| 437 | | | | Separated from | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.10.1.3 ISSN MARC: field 780*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 780 | ~~b~~ | | | Former title | Yes if appl. | Yes if appl. | Yes | |
| | | 0 | | Continues | | | | |
| | | 1 | | Continues in part | | | | |
| | | 4 | | Formed by the union of ... and ... | | | | |
| | | 5 | | Absorbed | | | | |
| | | 6 | | Absorbed in part | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | Yes | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | Yes | |

## 11.11 Successor title(s)

Record in this field the key title and ISSN or the ISSN alone of the continuing resource title(s) which continues the title in hand (in whole or in part), or which absorbs it (in whole or in part) or which has resulted from a split of the title in hand or its merger with another title.

When a title has split into two or more other titles, or when it has merged with one or more other titles, the key title and ISSN or the ISSN alone of each title is recorded.

This field has no subfields for qualifying information, and parentheses must be provided by the cataloguer when necessary.

To show that a title has been merged with another title to form a third title, use second indicator value 7 for the title with which the title in hand has been merged, and second indicator value 7 for the title which has been formed from the merger. Both second indicators 7 must be recorded.

### 11.11.1 Representation of the "Successor title(s)" in bibliographic formats

#### 11.11.1.1 MARC 21: field 785

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 785 | | | | Succeeding entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | 0 | | Continued by | | | | |
| | | 1 | | Continued in part by | | | | |
| | | 2 | | Superseded by | | | | |
| | | 3 | | Superseded in part by | | | | |
| | | 4 | | Absorbed by | | | | |
| | | 5 | | Absorbed in part by | | | | |
| | | 6 | | Split into … and … | | | | |
| | | 7 | | Merged with … to form … | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222~~bb~~$aRevue française d'entomologie*
*78504$tAnnales de la Société entomologique de France$x0037-9271*
*or*
*78504$x0037-9271*

*222~~b~~ ~~b~~$aZeBRA news*
*78506$tZeBRA news (Ed. española)$x1027-9059*
*78506$tZeBRA news (English ed.)$x1027-9067*
*78506$tZeBRA news (Ed. française)$x1028-3870*
*or*
*78506$x1027-9059*
*78506$x1027-9067*
*78506$x1028-3870*

*Woodworking industry = ISSN 0043-7786 which was merged with Timber trades journal and woodworking machinery = ISSN 0040-7798 to form Timber trades journal & wood processing = ISSN 0262-6071, is coded thus:*

*222~~b~~ ~~b~~$aWoodworking industry*
*78507$tTimber trades journaland woodworking machinery$x0040-7798*
*78507$tTimber trades journal& wood processing$x0262-6071*
*or*
*78507$x0040-7798*
*78507$x0262-6071*
*and*
*222~~b~~ ~~b~~ $aTimber trades journal and woodworking machinery*
*78507$tWoodworking industry$x0043-7786*
*78507$tTimber trades journal & wood processing$x0262-6071*
*or*
*78507$x0043-7786*
*78507$x0262-6071*

### *11.11.1.2 UNIMARC: fields 440, 441, 442, 443, 444, 445, 446, 447*

| Tags | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 440 | | | | Continued by | Yes if appl. | No | Yes | |
| 441 | | | | Continued in part by | Yes if appl. | No | Yes | |
| 442 | | | | Superseded by | Yes if appl. | No | Yes | |
| 443 | | | | Superseded in part by | Yes if appl. | No | Yes | |
| 444 | | | | Absorbed by | Yes if appl. | No | Yes | |
| 445 | | | | Absorbed in part by | Yes if appl. | No | Yes | |
| 446 | | | | Split into … and … | Yes if appl. | No | Yes | |
| 447 | | | | Merged with … and … to form … | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.11.1.3 ISSN MARC: field 785*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 785 | ~~b~~ | | | Successor title(s) | Yes if appl. | No | Yes | |
| | | 0 | | Continued by | | | | |
| | | 1 | | Continued in part by | | | | |
| | | 4 | | Absorbed by | | | | |
| | | 5 | | Absorbed in part by | | | | |
| | | 6 | | Split into ... and … | | | | |
| | | 7 | | Merged with ... | | | | |
| | | 8 | | to form ... | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

# 11.12 Related title(s)

Record in this field the key title and ISSN or the ISSN alone of any other continuing resource which is related to the title in hand in a manner not specified elsewhere. Do not record key titles and ISSN entered in another linking field.
This field has no subfields for qualifying information, and arentheses must be provided by the cataloguer when necessary.

## 11.12.1 Representation of the "Related title(s)" in bibliographic formats

### 11.12.1.1 MARC 21: field 787

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 787 | | | | Nonspecific relationship entry | Yes if appl. | No | Yes | |
| | 0 | | | Display note | | | | |
| | | ~~b~~ | | Related item | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |
| | | | $6 | Linkage | No | No | No | |

*e.g.*

*222~~b~~ ~~b~~$aWorking paper$bSchool Technology Forum*
*7870 $tOccasional paper (School Technology Forum)$x0144-4026*
*or*
*7870~~b~~$x0144-4026*

*222~~b~~ ~~b~~$aOccasional paper$bSchool Technology Forum*
*7870~~b~~$tWorking paper (School Technology Forum)$x0142-2243*
*or*
*7870~~b~~ $x0142-2243*

### *11.12.1.2 UNIMARC: field 488*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 488 | | | | Other related work | Yes if appl. | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | 0 | | Do not make a note | | | | |
| | | 1 | | Make a note | | | | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

### *11.12.1.3 ISSN MARC: field 787*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 787 | 2 | ~~b~~ | | Related title(s) | Yes if appl. | Optional | Yes | |
| | | | $t | Key title | Yes if appl. | Yes if appl. | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

# 12. INFORMATION CODES

## 12.1 Publications status

Used to indicate whether or not a continuing resource is still published under the given title. When it is uncertain whether or not a continuing resource is still published its status is indicated as "unknown".

### 12.1.1 Representation of the "Publication status" in bibliographic formats

#### 12.1.1.1 MARC 21: field 008

| Tag | Character position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 6 | Publication status | Yes | Yes | No | **c** continuing resource currently published<br>**d** continuing resource ceased publication<br>**u** continuing resource status unknown |

#### 12.1.1.2 UNIMARC: field 100

| Tag | Character position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 100 | 8 | Type of publication date | Yes | Yes | No | **a** currently published serial<br>**b** serial no longer being published<br>**c** serial of unknown status |

#### 12.1.1.3 ISSN MARC: field 008

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $b | Publication status | Yes | Yes | No | **c** currently published title<br>**d** title no longer published<br>**?** status unknown |

## *12.2 Start and end dates of publication*

The year when a continuing resource was first published under a given title and the year when it was last published under that title are indicated in field 008.

*e.g.*

*1974: date*
*u973: probable date*
*200u: year within decade uncertain*
*19uu: decade uncertain*
*uuuu: date unknown*

When the code in tag 008, position 6, is *c* (current), the end date must be coded *9999*.
When the code in tag 008, position 6, is *d* (dead), an end date must be recorded (that can be a probable, uncertain date, or a designation of an unknown end date)
When the code in tag 008, position 6, is *u* (unknown), the end date is coded *uuuu*.

*e.g.*

| | |
|---|---|
| *status: current* | *008 c19569999* |
| *status: unknown* | *008 u1956uuuu* |
| *status: dead* | *008 d19561979* |
| | *008 d1956197u* |
| | *008 d1956uuuu* |

## *12.2.1 Representation of the "Start and end dates of publication" in bibliographic formats*

### *12.2.1.1 MARC 21: field 008*

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 7-10<br>11-14 | Start date<br>End date | Yes<br>Yes if appl. | Yes<br>Yes if appl. | No<br>No | Four digits or the character "u" for missing digit(s) |

### *12.2.1.2 UNIMARC: field 100*

See the UNIMARC Manual for more information about the input conventions for dates of publications.

| Tag | Character position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 100 | 9-12<br>13-16 | Start date<br>End date | Yes<br>Yes if appl. | Yes<br>Yes if appl. | No<br>No | |

### *12.2.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $c<br>$d | Start date<br>End date | Yes<br>Yes if appl. | Yes<br>Yes if appl. | No<br>No | Question marks “?” are used to indicate uncertainty. |

## *12.3 Country of publication*

The country of publication is determined from the address of the current publisher. If several addresses appear on the continuing resource, the country of publication is determined from the address given most typographical prominence, or from the first printed when no address is given prominence:

*e.g.*

*Bruxelles: Presses Universitaires; Paris: Eyrolles*
*Country of publication: Belgium*
*Country of publication code: bel*

The code "int" is used for those International organizations whose publications the International Centre has responsibility for registering.

## *12.3.1 Representation of the "Country of publication" in bibliographic formats*

### *12.3.1.1 MARC 21: fields 008 and 044*

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 15-17 | Country of publication | Yes | Yes | No | See *Annex 3, or MARC Code List for Countries* |

*And*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 044 | | | | Country of publishing | Yes | Yes | No | |
| | ~~b~~ | | | Undefined | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $c | ISO country code | Yes | Yes | No | See *Annex 3, or ISO 3166, Part 1* |

### *12.3.1.2 UNIMARC: field 102*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 102 | | | | Country of publication | Yes | Yes | No | |
| | ~~b~~ | | | Undefined | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | ISO country code | Yes | Yes | No | See *Annex 3, or ISO 3166, Part 1* |

#### *12.3.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $e | Country of publication | Yes | Yes | No | See *Annex 3, or* *ISO 3166, Part 1* |

## *12.4 Frequency of publication*

In the case of continuing resources which cumulate, the basic frequency is recorded, for example, *The British national bibliography* which is issued weekly, and cumulates monthly and annually is recorded as *weekly*.

## *12.4.1 Representation of the "Frequency of publication" in bibliographic formats*

#### *12.4.1.1 MARC 21: field 008*

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 18 | Frequency | Yes | Yes | No | ~~b~~ No determinable or irregular frequency a<br>**a** Annual<br>**b** Bimonthly<br>**c** Semiweekly<br>**d** Daily<br>**e** Biweekly<br>**f** Semiannual<br>**g** Biennial<br>**h** Triennial<br>**i** Three times a week<br>**j** Three times a month<br>**k** Continuously updated<br>**m** Monthly<br>**q** Quarterly<br>**s** Semimonthly<br>**t** Three times a year<br>**u** Unknown<br>**w** Weekly<br>**z** Other |

### *12.4.1.2 UNIMARC: field 110*

| Tag | Indicator | | Subfield | Character position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 110 | ~~b~~ | ~~b~~ | $a | 1 | Frequency | Yes | Yes | No | **a** Daily<br>**b** Semiweekly<br>**c** Weekly<br>**d** Biweekly<br>**e** Semimonthly<br>**f** Monthly<br>**g** Bimonthly<br>**h** Quarterly<br>**i** Three times a year<br>**j** Semiannual<br>**k** Annual<br>**l** Biennial<br>**m** Triennial<br>**n** Three times a week<br>**o** Three times a month<br>**u** Unknown<br>**y** No frequency (i.e; irregular)<br>**z** Other |

### *12.4.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $f | Frequency | Yes | Yes | No | **a** Annual<br>**b** Bimonthly<br>**c** Semiweekly<br>**d** Daily<br>**e** Biweekly<br>**f** Semiannual<br>**g** Biennial<br>**h** Triennial<br>**i** Three times a week<br>**j** Three times a month<br>**k** Irregular<br>**m** Monthly<br>**q** Quarterly<br>**s** Semimonthly<br>**t** Three times a year<br>**u** Continuously updated<br>**w** Weekly<br>**z** Other<br>**?** Unknown |

## 12.5 ISSN Centre code

Each National Centre has been assigned either a one character code in the range 0-9 or a-w, or a two character code in the range p1-p5 or 10-99 (see Annex 3). This code represents the ISSN Centre currently responsible for the record. If the responsibility for the record changes, change the code to the ISSN Centre now responsible.

### 12.5.1 Representation of the "ISSN Centre code" in bibliographic formats

#### 12.5.1.1 MARC 21: field 022 $2

| Tag | Indicators | | Subfield codes | Data elements | Mandatory Full & short records | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | | |
| 022 | | | | ISSN | Yes | No | |
| | ~~b~~ | | | No level specified | | | |
| | 0 | | | Continuing resource of International interest | | | |
| | 1 | | | Continuing resource not of International interest | | | |
| | | ~~b~~ | | Undefined | | | |
| | | | $a | ISSN | Yes | No | See also section 2 |
| | | | $l | ISSN-L | Yes | No | See also section 3 |
| | | | $m | Cancelled ISSN-L | Yes if appl. | Yes | See also section 3 |
| | | | $y | Incorrect ISSN | No | Yes | See also section 2 |
| | | | $z | Cancelled ISSN | Yes if appl. | Yes | See also section 2 |
| | | | $2 | ISSN Centre code | Yes | No | See Annex 3 |

### *12.5.1.2 UNIMARC: field 802*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory Full & short records | Repeatable | Comment |
|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | | |
| 802 | | | | ISSN Centre code | Yes | No | |
| | ~~b~~ | | | Not defined | | | |
| | | ~~b~~ | | Not defined | | | |
| | | | $a | ISSN Centre code | Yes | No | See Annex 3 |

### *12.5.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $g | ISSN Center code | Yes | Yes | No | See Annex 3 |

## *12.6 Type of continuing resource*

### *12.6.1 Representation of the "Type of continuing resource" in bibliographic formats*

### *12.6.1.1 MARC 21: field 008*

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 21 | Type of continuing resource | Yes | Yes | No | ~~**b**~~ None of the following<br>**d** Updating data base<br>**l** Updating loose-leaf<br>**m** Monographic series<br>**n** Newspaper<br>**p** Periodical<br>**w** Updating Web site |

### *12.6.1.2 UNIMARC: field 110*

| Tag | Indicator | | Subfield | Character position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 110 | ~~b~~ | ~~b~~ | $a | 0 | Type of continuing resource | Yes | Yes | No | **a** Periodical<br>**b** Monographic series<br>**c** Newspaper<br>**e** Updating loose-leaf<br>**f** Updating data base<br>**g** Updating Web site<br>**p** Continuously updated<br>z Other |

### *12.6.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $h | Type of continuing resource | Yes | Yes | No | **d** Updating data base<br>**l** Updating loose-leaf<br>**m** Monographic series<br>**n** Newspaper<br>**p** Periodical<br>**w** Updating Web site<br>**z** None of those types<br>**?** Type unknown |

# 12.7 Form of original item

## 12.7.1 Representation of the "Form of original item" in bibliographic formats

### 12.7.1.1 MARC 21: field 008

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 22 | Form of original item | Yes if appl. | Yes if appl. | No | ~~**b**~~ None of the following<br>**a** Microfilm<br>**b** Microfiche<br>**c** Microopaque<br>**d** Large print<br>**e** Newspaper format<br>**f** Braille<br>**o** Online *<br>**q** Direct electronic **<br>**s** Electronic *** |

* *Online:* the resource is accessed remotely via a communication network.

***Direct electronic*: the resource is available on a directly accessible tangible recording medium, e.g. CD-ROM, DVD, flash disc etc.

**** *Electronic*: to be used when codes *o* and *q* have not been implemented in the information system of the National Centre.

## 12.8 Form of item

### 12.8.1 Representation of the "Form of item" in bibliographic formats

#### 12.8.1.1 MARC 21: field 008

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 23 | Form of item | Yes if appl. | Yes if appl. | No | **b** None of the following<br>**a** Microfilm<br>**b** Microfiche<br>**c** Micropaque<br>**d** Large print<br>**e** Newspaper format<br>**f** Braille<br>**o** Online (see 12.7.1.1)<br>**q** Direct electronic (see 12.7.1.1)<br>**r** Regular reproduction<br>**s** Electronic (see 12.7.1.1) |

## 12.9 Alphabet of original title

### 12.9.1 Representation of the "Original Alphabet or Script of Title" in bibliographic formats

#### 12.9.1.1 MARC 21: field 008

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 33 | Original alphabet or script of title | Yes | No | No | **a** Basic Roman<br>**b** Extended Roman<br>**c** Cyrillic<br>**d** Japanese<br>**e** Chinese<br>**f** Arabic<br>**g** Greek<br>**h** Hebrew<br>**i** Thai<br>**j** Devanagari<br>**k** Korean<br>**l** Tamil<br>u Unknown<br>**z** Other |

### *12.9.1.2 UNIMARC: field 100*

| Tag | Indicator | | Subfield | Character position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 100 | ~~b~~ | ~~b~~ | $a | 34-35 | Script of title | Yes | No | No | **ba** Latin<br>**ca** Cyrillic<br>**da** Japanese<br>**ea** Chinese<br>**fa** Arabic<br>**ga** Greek<br>**ha** Hebrew<br>**ia** Thai<br>**ja** Devanagari<br>**ka** Korean<br>**la** Tamil<br>**ma** Georgian<br>**mb** Armenian<br>**zz** Other |

### *12.9.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $i | Alphabet of original title | Yes | No | No | **a** Basic Roman<br>**b** Extended Roman<br>**c** Cyrillic<br>**d** Japanese<br>**e** Chinese<br>**f** Arabic<br>**g** Greek<br>**h** Hebrew<br>**i** Thai<br>**j** Devanagari<br>**k** Korean<br>**l** Tamil<br>**z** Other |

The code *b (*extended Roman) is used for all languages using the roman alphabet and which uses diacritics, even if the title in hand does not contain diacritics, for example: *Journal de physique* would have code *b,* and *Journal of Physics* would have code *a.*

## 12.10 Language of publication code

The language of the text of a continuing resource is recorded with a code in accordance with the following tables.
If the text of the continuing resource is in more than one language, or if there are summaries or abstracts of the contents in other languages, the code "mul" is used in tag 008 position 35-37 and the languages are noted in tag 041.
If the continuing resource is a translation of another continuing resource the language recorded is the one of the translation.

### 12.10.1 Representation of the "Language of publication code" in bibliographic formats

#### 12.10.1.1 MARC 21: fields 008 and 041

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | 35-37 | Language | Yes | Yes | No | See *Annex 4, or MARC Code List for Languages* |

*And, when "mul" is used in position 35-37:*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 041 | | | | Language code | Yes if appl. | Yes if appl. | Yes | |
| | 0 | | | Item not a translation/does not include a translation | | | | |
| | 1 | | | Item is or includes a translation | | | | |
| | | ~~b~~ | | MARC language code | | | | |
| | | | $a | Language code of text | Yes | Yes | Yes | See *Annex 4, or MARC Code List for Languages* |
| | | | $b | Language code for summary, abstract | Yes if appl. | Yes if appl. | Yes | See *Annex 4, or MARC Code List for Languages* |

### *12.10.1.2 UNIMARC: field 101*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 101 | | | | Language of the item | Yes | Yes | No | |
| | 0 | | | Item is in the original language of the work | | | | |
| | 1 | | | Item is a translation of the original work | | | | |
| | 2 | | | Item contains translations other than translated summaries | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Language of text | Yes | Yes | Yes | See *Appendix A of UNIMARC Manual, Bibliographic Format or ISO 639-2* |
| | | | $d | Language of summary | Yes if appl. | Yes if appl. | Yes | See *Appendix A of UNIMARC Manual, Bibliographic Format or ISO 639-2* |

### *12.10.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $j | Language of publication | Yes | Yes | No | See *Annex 4, or ISO 639-2* |

# 12.11 Physical medium

## 12.11.1 Representation of the "Physical medium" in bibliographic formats

### 12.11.1.1 MARC 21: fields 007

| Tag | Character position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 007 | 00-01 | Physical description fixed field | Yes | Yes | No | Recommended codes for continuing resources:<br>**ad** resource is an atlas<br>**aj** resource is a map<br>**au** resource is a map (no specific material designation)<br>**ca** electronic resource on tape cartridge<br>**cf** electronic resource on tape cassette<br>**cm** electronic resource on magneto-optical disk<br>**co** electronic resource on optical disk<br>**cr** electronic resource accessed remotely<br>**fa** resource in Moon<br>**he** resource on microfiche<br>**ou** resource is a kit<br>**sd** resource is a sound recording on disc<br>**ss** resource is a sound recording on cassette<br>**ta** resource is in printed form<br>**tb** resource is in large print<br>**tc** resource is in printed Braille<br>**td** resource is in a loose-leaf binder<br>**tu** resource is a text (no specific material designation)<br>**vd** resource on videodisc<br>**vf** resource on videocassette<br>**vu** resource is a videorecording (no specific material designation)<br>**zm** resource is in multiple physical forms<br>**zu** resource is in unspecified form<br>**zz** resource is in another form |

*12.11.1.2 UNIMARC: fields 106, 115, 124, 126, 130, 135*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 106 | | | | Textual material – Physical attributes | Yes* | Yes* | No | |
| | ~~b~~ | | | Not defined | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Physical medium designator | Yes | Yes | No | **d** Large print<br>**e** Newspaper format<br>**f** Braille or Moon script<br>**i** Multimedia<br>**r** Regular print<br>**s** Electronic<br>**t** Microform<br>**z** Other form of textual material |

or

| Tag | Indicators | | Subfield code | Position | Data elements | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 115 | | | | | Coded data - Video recordings | Yes* | Yes * | No | |
| | ~~b~~ | | | | Not defined | | | | |
| | | ~~b~~ | | | Not defined | | | | |
| | | | $a | 15 | Form of release | Yes | Yes | No | **b** Vidéodisque<br>**c** Vidéocassette |

or

| Tag | Indicator | | Subfield | Position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 124 | | | | | Map coded data | Yes* | Yes* | No | |
| | ~~b~~ | | | | Not defined | | | | |
| | | ~~b~~ | | | Not defined | | | | |
| | | | $b | 0 | Form of cartographic item | Yes | Yes | Yes | **a** Atlas<br>**d** Map |

or

| Tag | Indicator | | Subfield | Position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 126 | | | | | Sound recording coded data | Yes* | Yes* | No | |
| | ~~b~~ | | | | Not defined | | | | |
| | | ~~b~~ | | | Not defined | | | | |
| | | | $a | 0 | Form of release | Yes | Yes | Yes | **a** Disc<br>**b** Tape (open reel)<br>**c** Tape (cassette) |

or

| Tag | Indicator | | Subfield | Position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 130 | | | | | Microform coded data | Yes* | Yes* | No | |
| | ~~b~~ | | | | Not defined | | | | |
| | | ~~b~~ | | | Not defined | | | | |
| | | | $a | 0 | Physical attributes | Yes | Yes | No | **a** Aperture card<br>**b** Microform cartridge<br>**e** Microfiche |

or

| Tag | Indicator | | Subfield | Position | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | | Full record | Short record | | |
| 135 | | | | | Coded data electronic resources | Yes* | Yes* | Yes | |
| | ~~b~~ | | | | Not defined | | | | |
| | | ~~b~~ | | | Not defined | | | | |
| | | | $a | 1 | Special material designation | Yes | Yes | No | **m** Computer magneto-optical disk<br>**o** Computer optical disk<br>**r** Online systems |

* Use of one of the above fields (106 or 115 or 124 or 126 or 130 or 135) is mandatory for full and short records.

### *12.11.1.3 ISSN MARC: field 008*

| Tag | Subfield | Data element | Mandatory | | Repeatable | Codes used |
|---|---|---|---|---|---|---|
| | | | Full record | Short record | | |
| 008 | $k | Physical medium | Yes | Yes | No | **tx** Printed text [includes fax]<br>**tb** Braille<br>**cd** CD-ROM or computer disk (laser-optical) [includes DVD]<br>**cf** Computer disk (magnetic)<br>**ct** Computer tape<br>**co** on-line (remote) [includes e-mail]<br>**he** microfiche<br>**hd** microfilm<br>**sc** Sound recording (cassette)<br>**vx** Video recording<br>**zn** Multiple physical forms<br>**zz** Other physical medium<br>**zu** Unknown |

# 13. CLASSIFICATION

Classification of the subject content of continuing resources may serve as subject access to individual records. Two classification schemes are permitted, the Universal Decimal Classification (UDC) and the Dewey Decimal Classification (DDC). The International Centre uses UDC, but other Centres may choose to use either UDC or DDC, or both.
So that subject content is adequately reflected Centres may assign more than one class number where appropriate.

## 13.1 UDC. Universal Decimal Classification

A National Centre may use either the edition chosen as common reference edition (which is the most recent abridged English edition) or the latest edition in its own language. Where this latter is used, the National Centre should check the class numbers against those in the common reference edition, and where numbers are different both should be entered. The + and / signs cannot be used.

### 13.1.1 Representation of the "UDC" in bibliographic formats

#### 13.1.1.1 MARC 21: field 080

Use of one or other of the two classification fields (field 080 or 082) is mandatory for full records.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 080 | | | | UDC Number | Yes | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | UDC number | Yes | No | No | |
| | | | $x | Common auxiliary subdivision | No | No | Yes | |
| | | | $2 | UDC edition identifier | No | No | No | |

*e.g.*

*080~~bb~~$a631*
*080~~bb~~$a082.1*

### *13.1.1.2 UNIMARC: field 675*

Use of one or other of the two classification fields (675 080 or 676) is mandatory for full records.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 675 | | | | UDC Number | Yes | No | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $a | UDC number | Yes | No | No | |
| | | | $v | UDC edition identifier | No | No | No | |

### *13.1.1.3 ISSN MARC: field 080*

Use of one or other of the two classification fields (field 080 or 082) is mandatory for full records.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 080 | ~~b~~ | ~~b~~ | | UDC number | Yes | No | No | |
| | | | $a | Common reference edition number | Yes | No | Yes | |
| | | | $b | Other edition number | Yes | No | Yes | |

## *13.2 DDC. Dewey Decimal Classification*

A National Centre may use either the edition chosen as common reference edition (which is the most recent English edition) or the latest edition in its own language. Where this latter is used, the National Centre should check the class numbers against those in the common reference edition, and where numbers are different both should be entered.

## 13.2.1 Representation of the "DDC" in bibliographic formats

### 13.2.1.1 MARC 21: field 082

Use of one or other of the two classification fields (field 080 or 082) is mandatory for full records.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 082 | | | | DDC Number | Yes | No | Yes | |
| | 0 | | | Full edition | | | | |
| | 1 | | | Abridged edition | | | | |
| | | 0 | | Assigned by LC | | | | |
| | | 4 | | Assigned by agency other than LC | | | | |
| | | | $a | DDC number | Yes | No | Yes | |
| | | | $b | Item number | No | No | Yes | |
| | | | $2 | DDC edition number | No | No | No | |

*e.g.*

*08200$a610$a368*

### 13.2.1.2 UNIMARC: field 676

Use of one or other of the two classification fields (675 080 or 676) is mandatory for full records.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 676 | | | | DDC Number | Yes | No | Yes | |
| | 0 | | | Full edition | | | | |
| | 1 | | | Abridged edition | | | | |
| | | 0 | | Assigned by LC | | | | |
| | | 4 | | Assigned by agency other than LC | | | | |
| | | | $a | DDC number | Yes | No | Yes | |
| | | | $v | DDC edition number | No | No | No | |

### *13.2.1.3 ISSN MARC: field 082*

Use of one or other of the two classification fields (field 080 or 082) is mandatory for full records.

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 082 | ~~b~~ | ~~b~~ | | DDC number | Yes | No | No | |
| | | | $a | Common reference edition number | Yes | No | Yes | |
| | | | $b | Other edition number | Yes | No | Yes | |

# 14.ELECTRONIC LOCATION AND ACCESS

Record in this field the electronic location from which a continuing resource is available as well as the information needed to access the continuing resource by the method identified by the first indicator. The electronic location, introduced by the value "0" in the second indicator, corresponds to the electronic continuing resource described by the bibliographic record. Provide electronic access data in a standard syntax for locating an object using existing Internet protocols.

The value “1” in the second indicator can be used to add the electronic location of the corresponding online resource to a record for a print resource.

The value “2” in the second indicator can be used:

- to record the URL of the publisher Web site in charge of the resource recorded
- to record the URL of a secondary online resource that is related to the resource recorded.

Only URLs with the second indicator “0” are mandatory in ISSN records.

## 14.1. Representation of the “Electronic Location and Access” in bibliographic formats

### 14.1.1 MARC 21: field 856

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 856 | | | | Electronic location and access | Yes if appl. | No | Yes | |
| | 0 | | | Email | | | | |
| | 1 | | | FTP | | | | |
| | 2 | | | Remote login (Telnet) | | | | |
| | 3 | | | Dial-up | | | | |
| | 4 | | | HTTP | | | | |
| | 7 | | | Method specified in subfield 2 | | | | |
| | | 0 | | Resource | | | | |
| | | 1 | | Version of resource | | | | |
| | | 2 | | Related resource | | | | |
| | | 8 | | No display constant generated | | | | |
| | | | $u | Uniform Resource Locator (URL) | Yes | Yes | Yes | |
| | | | $2 | Access method | No | No | No | |

*e.g.*

*Newsletter by email*
*85600$umailto:mtruthl-suscribe@makelist.com*

*Continuing resource by FTP*
*85610$uftp://path.net/pub/*

*Different continuing resources on the World Wide Web*
*85640$uhttp://www2.tricity.wsu.edu/aenews/*
*85640$uhttp://builder.bham.ac.uk*

*One continuing resource with two accesses on the World Wide Web*
*85640$uhttp://physrev.physiology.org*
*$uhttp://intl.physrev.physiology.org*

## *14.1.2 UNIMARC: field 856*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 856 | | | | Electronic location and access | Yes if appl. | No | Yes | |
| | 0 | | | Email | | | | |
| | 1 | | | FTP | | | | |
| | 2 | | | Remote login (Telnet) | | | | |
| | 3 | | | Dial-up | | | | |
| | 4 | | | HTTP | | | | |
| | 7 | | | Method specified in subfield 2 | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $u | Uniform Resource Locator (URL) | Yes | Yes | No | |
| | | | $y | Access method | No | No | No | |

## *14.1.3 ISSN MARC: field 856*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 856 | | | | Electronic location and access | Yes if appl. | No | Yes | |
| | 0 | | | Access method through email | | | | |
| | 1 | | | Access method through FTP | | | | |
| | 4 | | | Access method through HTTP | | | | |
| | | 0 | | Resource | | | | |
| | | 2 | | Related resource | | | | |
| | | | $u | Uniform Resource Locator (URL) | Yes | Yes | Yes | |

# 15. COVERAGE BY ABSTRACTING AND INDEXING PUBLICATIONS

Record the ISSN and the key title of the abstracting or indexing journal or, if there is no journal, the name of the abstracting or indexing service. The name of the organization responsible for the abstracting or indexing service should not be recorded, for example, record *Bulletin signalétique*, but not *CNRS.*

## 15.1 Representation of the "Coverage by Abstracting and Indexing Publications" in bibliographic formats

### 15.1.1 MARC 21: field 510

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 510 | | | | Citation/Reference note | No | No | Yes | |
| | 0 | | | Coverage unknown | | | | |
| | 1 | | | Coverage complete | | | | |
| | 2 | | | Coverage is selective | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Name of source | No | No | No | |
| | | | $b | Coverage of source | No | No | No | |
| | | | $c | Location within source | No | No | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

*e.g.*

*5100~~b~~$tGeophysical research abstracts$x1029-7006*

## 15.1.2 UNIMARC: field 321

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 321 | | | | External indexes/Abstracts/ Reference note | No | No | Yes | |
| | # | | | No information given | | | | |
| | 0 | | | Indexing abstracting coverage | | | | |
| | 1 | | | Bibliography, catalogue citation | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Indexes, abstracts, references note | No | No | No | |
| | | | $b | Date of coverage | No | No | No | |
| | | | $x | ISSN | No | No | No | |

## 15.1.3 ISSN MARC: field 510

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 510 | ~~b~~ | ~~b~~ | | Coverage by abstracting and indexing publications | No | No | Yes | |
| | | | $t | Key title | No | No | No | |
| | | | $x | ISSN | Yes if appl. | Yes if appl. | No | |

# 16. CODEN

The CODEN designation is an identifier assigned to scientific and technical periodical titles by the Chemical Abstracts Service. It consists of six characters.

## 16.1 Representation of the "CODEN" in bibliographic formats

### 16.1.1 MARC 21: field 030

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 030 | ~~b~~ | ~~b~~ | | CODEN | No | No | Yes | |
| | | | $a | CODEN | No | No | No | |

*e.g.*

*030~~bb~~$aIRCNAK*

### 16.1.2 UNIMARC: field 040

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 040 | ~~b~~ | ~~b~~ | | CODEN | No | No | Yes | |
| | | | $a | CODEN | No | No | No | |

### 16.1.3 ISSN MARC: field 030

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 030 | ~~b~~ | ~~b~~ | | CODEN | No | No | No | |
| | | | $a | CODEN | No | No | No | |

# 17. Reproduction note

The reproduction note shall be used in ISSN records created for digital reproductions of dead print serials provided online by institutions such as libraries or archives providers. The **original print version** is described in the main portion of the bibliographic record, data pertaining to the digitized reproduction(s) are given in this note (see the example n°5 in Annex 10).

## 17.1 Representation of the "Reproduction note" in bibliographic formats

### 17.1.1 MARC 21: field 533

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 533 | | | | Reproduction note | Yes if applicable | Yes if applicable | Yes | |
| | ~~b~~ | | | Undefined | | | | |
| | | ~~b~~ | | Undefined | | | | |
| | | | $b | Place of reproduction | Yes | Yes | Yes | A colon (:) must be added preceding the subfield code $c |
| | | | $c | Agency responsible for reproduction | Yes | Yes | Yes | A comma (,) must be added preceding the subfield code $d if any |
| | | | $d | Date of reproduction | No | No | No | The beginning and ending dates of the reproduction are given when available. |
| | | | $m | Dates and/or sequential designation of issues reproduced | No | No | Yes | |

See MARC 21 Format for further instructions about punctuation:
http://www.loc.gov/marc/bibliographic/bd533.html

## *17.1.2 UNIMARC: field 325*

| Tag | Indicators | | Subfield codes | Data elements | Mandatory | | Repeatable | Comment |
|---|---|---|---|---|---|---|---|---|
| | 1 | 2 | | | Full record | Short record | | |
| 325 | | | | Reproduction note | Yes if applicable | Yes if applicable | Yes | |
| | ~~b~~ | | | The item in hand is a reproduction; the note describes that reproduction | | | | |
| | | ~~b~~ | | Not defined | | | | |
| | | | $a | Text of note | | | No | Any reference to the reproduction should be entered using ISBD punctuation. |

**This field does not exist in ISSN MARC.**

# ANNEXES

## Annex 1: Glossary

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

**Abbreviated key title** — The key title abbreviated for bibliographic citation in accordance with the rules in Chapter 7 of this Manual.

**Absorption** — The incorporation of one or more continuing resources into another continuing resource, with the absorbed continuing resources typically losing their separate identities.

**Accompanying material** — Any material issued with the main part(s) of the resource being described, and intended to be used with it. *See also Insert/Inset.*

**Accompanying material statement** — A brief description of accompanying material.

**Acronym** — A word formed from the initial letter or letters of each of the successive parts or major parts and/or each of the successive words or major words of a compound term, such as the name of a corporate body or a title. *See also Initialism.*

**Added title-page title** — Title appearing on an added title-page when it differs sufficiently from title proper.

**Analytical title page** — A title page chosen as the basis of description for part of a resource for which a comprehensive description is also made, e.g. the title page of a monograph within a monographic series.

**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.

**Cancelled ISSN** — An ISSN is cancelled in favour of one or several valid ISSN, when the same ISSN was assigned to more than one continuing resource, or when more than one ISSN was assigned to the same continuing

resource. A cancelled ISSN is always linked to one or several valid ISSN. *See also deleted or suppressed ISSN.*

**Caption title** The title of a resource given at the beginning of the first page of the text.

**Carrier** See Physical carrier.

**Check digit** A digit, usually the last, by which the accuracy of transcription of a number may be verified. The check digit of the ISSN is always the last.

**Chronological designation** Numbering presented in the form of a date (e.g., a year; year and month; month, day, and year)

**Colophon** A statement usually at the end of a resource giving information about its publication or printing, and in some cases, other bibliographic information, including the title.

**Common title** That part of the title that is carried by a group of related continuing resources in addition to their different section titles. The common title serves to indicate this relationship and together with section title identifies a given continuing resource. The common title may also be common to a main continuing resource and its supplement (s) or insert(s) / inset (s) and to a main series and its sub-series in cases where the supplement(s), insert(s) / inset(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 separate from the material being housed. (The sleeve, album of a slipcase, box, or folder for a set of discs/disks is a container; a cassette or cartridge is not.) *See also Physical carrier.*

**Continuing resource** A publication, in any medium, that is issued over time with no predetermined conclusion and made available to the public.
Note 1: Such a publication is usually issued in successive or integrating issues which generally have numerical and/or chronological designation.
Note 2: Continuing resources include serials such as newspapers, periodicals, journals, magazines, etc., and ongoing integrating resources such as loose-leaf publications that are continually updated and Web sites that are continually updated.

**Corporate body** Any organization or group of persons and/or organizations that is identified by a particular name. This includes named occasional groups and events, such as meetings, conferences, congresses, expeditions, exhibitions, festivals, and fairs. Typical examples of

corporate bodies are associations, institutions, business firms, non-profit enterprises, governments, government agencies, religious bodies, and conferences. *See also Issuing body.*

**Cover** The outer covering of a resource, of whatever material.

**Cover title** The title printed on the (original) front cover of a resource.

**Cumulation** The progressive addition of new material to previously arranged material, maintaining the same order of arrangement; a publication containing such cumulated material.

**Database** A collection of logically interrelated data stored together in one or more computerized files, usually created and managed by a database management system.

**Data element** The smallest unit of information. Within a variable field it is identified by a subfield code to form a subfield. Within a fixed length field it is identified by its character position.

**Deleted ISSN** An ISSN may be deleted when it has been assigned to a publication falling out of the ISSN scope, or when the publication to which it has been assigned has never been published. *See also Cancelled ISSN.*

**Dependent title** A title that by itself is insufficient to identify a continuing resource and that requires the addition of the common title. Examples are section titles, some supplement or insert / inset titles, and some titles of sub-series. *See also Independent title.*

**Dependent title designation** Numbering that alone or in conjunction with a dependent title serves to distinguish one of two or more related continuing resources having a common title. *See also Section designation, Sub-series designation.*

**Diacritic** A modifying mark or sign over, under, after or through an orthographic or phonetic character or combination of characters indicating a phonetic or semantic value different from that given by the unmarked or otherwise marked character.

**Digital resource** A resource (data and/or program(s)) encoded for manipulation by a computerized device. The resource may require the use of a peripheral device directly connected to a computerized device (e.g., a CD-ROM drive), an application program (e.g., a media player or image viewer), and/or a connection to a computer network (e.g., the Internet).

**Digital reproduction** Digital version of a print serial, dead or current, obtained by digitization of the print issues, also called digitized version. The digital reproduction can be a PDF fac-simile or a remastered version, in HTML for instance, with a lay out different from the lay out of the print. A digital reproduction can be provided by a commercial publisher or by an institution such as a library or an archives provider. *See also edition, medium version, reproduction, reprint.*

**Direct access** A method of obtaining an electronic resource by use of a physical carrier, such as a disk/disc, cassette, or cartridge, designed to be inserted into a peripheral attached to a computer. See also remote access, online resource.

**Edition** A version of a continuing resource that has content substantially the same as that of another continuing resource but where language, frequency, geographic coverage and possibly the title is/are different. *See also digital reproduction, medium version, reproduction, reprint.*

**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.

**Expanded title** Variant title when the key title or title proper contains an initialism, abbreviation, numeral or symbol. Also called Full title.

**Field** Any sequence of character positions within a record, the contents of which may be regarded as forming a unit. In the formats used by the ISSN Network, fields are identified by tags.

**Former title** An earlier title of a continuing resource that has continued under another title (in whole or in part), or has merged with another continuing resource under another title or titles, or has been absorbed by another continuing resource (in whole or in part) under another title.

**Frequency** (1) The intervals at which a serial is issued, such as daily, weekly, monthly, annually. (2) The intervals at which updates of integrating resources are issued.

**General material Designation** A term indicating, broadly, the class of material to which a resource belongs.

**Generic title** A title which consists solely of terms indicating the kind and/or frequency of a continuing resource, such as Abhandlungen, annales, annual report, bulletin, cahiers, compte rendu des séances, circular letter, journal, newsletter, occasional paper, proceedings, report, transactions, etc., and their equivalents in other languages.

**Imprint** The statement of the place of publication and/or printing, the name of the publisher and/or printer and the date of publication and/or printing appearing in a continuing resource.

**Independent title** A title that by itself is sufficient to identify a continuing resource. *See also Dependent title.*

**Indicator** An alphabetical or numeric character associated with a field supplying further information about the relationship between the field and other fields in the record.

**Initialism** The initial letters of the name of an organization or other entity or of any group of words. *See also Acronym.*

**Insert/Inset** A continuing resource that is issued with another resource by being inserted into it, either loose or fixed, either regularly or occasionally. *See also Accompanying material, Common title, Dependent title.*

**ISBN (International Standard Book Number)**
A thirteen-digit number including a check digit and preceded by the alphabetic prefix ISBN. 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 the ISO standard ISO 2108.

**ISSN (International Standard Serial Number)**
An eight-digit number, including a check digit and preceded by the alphabetic prefix ISSN, assigned to a continuing resource by the ISSN Network.

**ISSN-L (Linking ISSN)** ISSN designated by the ISSN Network to enable collocation or linking among the different medium versions of a continuing resource and based on the standard ISO 3297.

**ISSN Network** Collective entity comprised of the ISSN International Centre and the ISSN national and regional centres, for the purpose of administering the assignment of ISSN

**Issue** 1) One of the successive parts of a serial; the term being used to designate the lowest level successive part of a serial.
2) A new version of a continuing resource made from the original image. The version may reproduce the original exactly (commonly called an impression) or may contain more or less slight but well-defined variations (commonly called an issue). *See also Iteration, Reprint.*

**Issuing body** A corporate body under whose auspices a continuing resource may be published. The body may or may not be intellectually responsible for the continuing resource, and may or may not be the publisher.

**Iteration** An instance of an integrating resource, either as first released or after it has been updated.

**Journal** A term frequently used for periodical, particularly more learned periodicals. *See also Periodical.*

**Key title** Unique name for a continuing resource, established by the ISSN Network and inseparably linked with its ISSN (ISO 3297).

**Logo** A single piece of type or single plate faced with a term (such as the name of a newspaper, company, organization, etc.) often designed in a stylized or decorative form.

**Loose-leaf** See Updating loose-leaf.

**Main series** A numbered series that contains one or more sub-series. *See also Series, Sub-series.*

**Major title change** Change in title which results in the assignment of a new ISSN. See also Minor title change.

**Masthead** A statement of title, ownership, editors, etc., of a newspaper or periodical; although its location is variable, in the case of newspapers it is commonly found on the editorial page or at the top of the front page, and, in the case of periodicals, on the contents page.

**Media type** Type of intermediation device required to view, play, run, etc., the content of a resource.

**Medium** Means used to produce, publish and convey informational content.

**Medium version** An edition of a continuing resource that presents data that is formatted either for a particular device such as a computer or for use without any device such as print on paper. The title and content of two or more, medium versions of a continuing resource can be slightly different. *See also Digital reproduction, Edition, Reproduction, Reprint.*

**Merger** The coming together of two or more continuing resources to form a new continuing resource, with the merged continuing resources typically losing their former separate identities.

**Minor title change** Change in title which does not require the assignment of a new ISSN. *See also Major title change.*

**Monographic resource** A resource that is complete in one part or intended to be completed within a finite number of parts.

**Monographic series** See Series.

**Newspaper** A serial issued at stated and frequent intervals, usually daily, weekly or semi-weekly and that reports events and discusses topics of general current interest.

**Numbering** The identification of each of the successive issues or parts of a serial. 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.

**Ongoing integrating Resource** A continuing resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole, and has no predetermined conclusion.
Examples: Databases, Web sites and loose-leaves that are updated over time with no predetermined conclusion.

**Online resource** A digital resource accessed by means of hardware and software connections to a communications network. See also Remote access, Direct access.

**Other title information** A word or phrase, or a group of characters, appearing in conjunction with, and subordinate to, the title proper of the continuing resource.

**Parallel title** The 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.

**Periodical** A type of serial, published at regular intervals, more frequently than annually and normally containing separate articles.

**Physical carrier** A physical medium in which data, sound, images, etc., are stored.

**Physical medium** See Medium, Physical carrier.

**Preliminaries** The title page(s) (or title page substitute) together with the verso of the title page (or title page substitute), any pages preceding the title page(s) (or its substitute), all four pages of the cover, and the spine.

**Prescribed source of information** The source or sources from which information is taken for entry of each element or area of the ISSN record.

**Publication** A resource formally prepared and issued for public sale or availability.

**Publishing information** Information relating to the publication, printing, distribution, issue, release or production of a continuing resource.

**Qualifying information** Information, one or more terms or expressions added to a title proper to make the key title unique.

**Qualifying term** See Qualifying information.

**Related title** A title bearing an unspecified relationship with the title in hand.

**Remote access** Use of an electronic resource stored on a server through a computer network. *See also Online resource.*

**Reprint** A new edition, in the same medium, of a print continuing resource with substantially unchanged text. *See also Digital reproduction, Edition, Medium version, Reproduction.*

**Reproduction** Copy of a continuing resource, whether in the same medium or not, that intends to function as a substitute for that continuing resource. The layout and the content of a reproduction can be slightly different from those of the original. *See also Digital reproduction, Edition, Medium version.*

**Romanization** Conversion of names or text not written in the roman alphabet to roman alphabet form. *See also Transliteration.*

**Running title** Title appearing at the head or foot of the page of a resource when it differs sufficiently from the title proper.

**Section** One part of a group of related resources having a common title. Section is normally devoted to a specific subject category and is identified by the common title of the group and a section title

| | |
|---|---|
| | and/or a section designation. There can be two or more hierarchical levels of sections (sub-sections). |
| **Section designation** | A word or numbering, or a combination of these, following the common title, that alone or in conjunction with a section title serves to distinguish one part of a group of related continuing resources having a common title. *See also Sub-series designation.* |
| **Section title** | The title specific to a section that serves to distinguish one part of a group of related continuing resources having a common title. Section title is dependent on the common title for identification of a resource whether distinctive or not. *See also Common title.* |
| **Sequential designation** | The sequential designation may consist either of numeric designations (edition number, issue number, volume number, series of volume numbers etc.) or of chronological designations according to the usage of the publisher. |
| **Serial** | A continuing resource in any medium, issued in a succession of discrete parts, usually bearing numbering, that has no predetermined conclusion. Examples of serials include journals, magazines, electronic journals, ongoing directories, annual reports, newspapers, and monographic series. |
| **Series** | 1. A group of separate continuing resources related to one another by the fact that each continuing 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 continuing resources may or may not be numbered. The items within a series may be monographs or may constitute serials.<br>2. A numbered sequence of issues or parts within a serial that is issued following another numbered sequence of issues or parts with the same serial. |
| **Series statement** | The main elements identifying a series, including any numbering of the separate continuing resources within the series. *See also Sub-series statement.* |
| **Specific material designation** | The term indicating the specific class of material to which the continuing resource belongs. |
| **Spine title** | Title given on the spine of the resource when it differs sufficiently from the title proper. |
| **Split** | The division of a continuing resource into two or more new and separate continuing resources. |

**Statement of responsibility** — Name(s), phrase(s) or group(s) of characters relating to the identification and/or function of any persons or corporate bodies responsible for or contributing to the creation or realization of the intellectual or artistic content of a work. Statements of responsibility may occur in conjunction with titles (e.g. the title proper, parallel titles, titles of individual works contained in the continuing resource, titles in series/sub-series statements) or in conjunction with edition statements.

**Subfield** — A separately identifiable part of a field. It is always introduced by a subfield code.

**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. *See also Section designation.*

**Sub-series statement** — The main elements identifying a sub-series including any numbering of the separate continuing resources within the sub-series. In 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.*

**Successor title** — The title which continues the title in hand (in whole or in part), or which absorbs it (in whole or in part) or which has resulted from a split of the title in hand or its merger with another title.

**Supplement** — A resource, usually issued separately, that complements the main continuing resource by bringing it up-to-date or otherwise continuing it or containing a special feature not included in it. A supplement may or may not have a title dependent on that of the main continuing resource. *See also Common title, Dependent title.*

**Suppressed ISSN** — The former expression for deleted ISSN. *See also deleted ISSN.*

**Tag** — One or more characters associated with a field and used to identify it. On ISSN records, it always consists of three numeric characters.

**Tête-bêche** — A form of binding in which the text of one work begins at the “front” and the text of another at the “back”, with the texts being inverted with respect to one another.

**Title** — A word or phrase, or a group of characters, usually appearing 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.

**Title page** A page at the beginning of a resource bearing the title proper and usually, though not necessarily, the statement of responsibility and the data relating to publication.

**Title page substitute** The page, portion of a page, or other component part of the resource, that includes the information usually found on a title page, and that, in the absence of a title page, may take its place (e.g. cover, caption, masthead, editorial pages, colophon).

**Title proper** The chief name of a resource, i.e., the name of a resource in the form in which it appears on the title page or the title page substitute.

**Transliteration** The representation of one alphabet by equivalent characters of another. *See also Romanization.*

**Uniform Resource Locator** See URL.

**Updating loose-leaf** An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted.

**URL (Uniform Resource Locator)**
An address system for locating an electronic resource on a computer network. A URL consists of a service identifier followed by a specified protocol that is used to obtain a desired resource (e.g. http://www.issn.org). *See also World Wide Web site.*

**Variant title** Any slightly different form of the title of the continuing resource and that is not: the title proper, the alternative title, the common title, the dependent title, the parallel title, section title. A variant title can be the caption title, the cover title, the spine title, the container title, label title. A variant title can appear on the continuing resource at the same time as the title proper or at any time.

**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. *See also URL.*

**World Wide Web Site** A location, identified in the form of a URL, on the World Wide Web that stores Web pages for access and use. *See also URL.*

# *Annex 2: List of standards used by the ISSN Network*

ISO 4:1997 – Information and documentation – Rules for the abbreviation of title words and titles of publications

ISO 9:1995 – Information and documentation – Transliteration of Cyrillic characters into Latin characters – Slavic and non-Slavic languages

ISO 233-2:1993 – Information and documentation – Transliteration of Arabic characters into Latin characters – Part 2: Arabic language – Simplified transliteration

ISO 233-3:1999 – Information and documentation – Transliteration of Arabic characters into Latin characters – Part 3: Persian language – Simplified transliteration

ISO 259-2:1994 – Information and documentation – Transliteration of Hebrew characters into Latin characters – Part 2: Simplified transliteration

ISO 639-2:1998 – Codes for the representation of names of languages Part 2: Alpha-3 Code

ISO 843:1997 – Information and documentation – Conversion of Greek characters into Latin characters

ISO 2709:1996 – Format for information exchange

ISO 3166-1:2006 – Codes for the representation of names of countries and their subdivisions – Part 1: Country codes

ISO 3297:2007 – Information and documentation – International standard serial number (ISSN)

ISO 3602:1989 – Documentation – Romanization of Japanese (Kana script)

ISO 5426:1983 – Extension of the Latin alphabet coded character set for bibliographic information interchange

ISO 6630:1986 – Documentation – Bibliographic control characters

ISO 7098:1991 – Information and documentation – Romanization of Chinese

ISO 9984:1996 – Information and documentation – Transliteration of Georgian characters into Latin characters

ISO 9985:1996 – Information and documentation – Transliteration of Armenian characters into Latin characters

ISO 11940-2:2007 – Information and documentation – Transliteration of Thai characters into Latin characters – Part 2: Simplified transcription of Thai language

ISO/TR 11941:1996 – Information and documentation – Transliteration of Korean script into Latin characters

ISO 15919:2001 – Information and documentation – Transliteration of Devanagari and related Indic scripts into Latin characters

ISBD : International standard bibliographic description / recommended by the ISBD Review Group ; approved by the Standing Committee of the IFLA Cataloguing Section. — Consolidated ed. — Berlin ; München : De Gruyter Saur, 2011.

List of title word abbreviations. Titles of serials and other continuing resources. – Paris : ISSN International Centre.
Continuously updated on the website of the ISSN International Centre:
http://www.issn.org/2-22660-LTWA.php

MARC Code List for Languages. – Washington : Library of Congress, 2007 Edition
http://www.loc.gov/marc/languages/langhome.html

MARC 21 Format for Bibliographic data. – Washington : Library of Congress ; Ottawa : National Library of Canada, 1999 Edition (+ updates)
http://www.loc.gov/marc/bibliographic/ecbdhome.html

UNIMARC Manual, Bibliographic format, 3rd edition – München: K.G. Saur, 2008

# *Annex 3: List of the country and centre codes*

The country codes are adapted from:

- ISO 3166-1:2006 – Codes for the representation of names of countries and their subdivisions – Part 1: Country codes

The ISSN National Centre codes are created and maintained by the ISSN International Centre.

The List is available on the ISSN International Web site : http://www.issn.org/2-22685-Country-codes-Centre-codes.php

# *Annex 4: List of the language codes*

This list is adapted from :

- ISO 639-2/B Codes for the representation of names of languages – Part 2: Alpha-3 code – Bibliographic Code, 1998.
- MARC Code List for Languages, Edition 2007, and changes approved since this edition.

The List is available on the ISSN International Web site : http://www.issn.org/2-22684-Language-codes.php

# *Annex 5: List of the agreements for the ISSN assignments to continuing resources issued by multinational publishers*

The List includes all agreements adopted by the concerned ISSN National Centres, in order to assign ISSN and record the continuing resources issued by multinational publishers.

The List is available on the ISSN International Web site : http://www.issn.org/2-22649-Multinational-publishers.php

# *Annex 6 : List of language edition statements*

| Language | Language edition statement in key titles | Abbreviation of the language edition statement |
|---|---|---|
| **Afrikaans** | Afrikaanse ed. | Afrik. ed. |
| **Arabic** | Al-tab ʻat al- ʻarabiyyat | Al-tab ʻat al- ʻarabiyyat |
| **Bulgarian** | B"lgarsko izd. | B"lg. izd. |
| **Catalan** | Ed. catalana ou Ed. catalá | Ed. catalana ou Ed. catalá |
| **Chinese** | Zhongguohua | Zhongguohua |
| **Croatian** | Hrvatsko izd. | Hrvat. izd. |
| **Czech** | České vyd. | Čes. vyd. |
| **Danish** | Dansk udg. | Dan. udg. |
| **Dutch** | Nederlandse ed. | Ned. ed. |
| **English** | English ed. | Engl. ed. |
| **Estonian** | Eesti välj. | Eesti välj. |
| **Finnish** | Suomenkielinen p. | Suom. p. |
| **French** | Ed. française | Ed. fr. |
| **German** | Deutsche Ausg. | Dtsch. Ausg. |
| **Greek** | Ellēnikē ekd. | Ell. ekd. |
| **Hebrew** | Ha-mahadûrah ha- ʻivrît | Ha-mahadûrah ha- ʻivrît |
| **Hindi** | Hindī samskarana | --- |
| **Hungarian** | Magyar kiad. | Magy. kiad. |
| **Icelandic** | Íslenzk útg. | Ísl. útg. |
| **Irish** | Eag. Gaeilge | Eag. Gaeil. |
| **Italian** | Ed. italiana | Ed. ital. |
| **Japanese** | Nihonban (Ed. jpn.) ou Nihongoban (Ed. en langue jpn.) | Nihonban (Ed. jpn.) ou Nihongoban (Ed. en langue jpn.) |
| **Korean** | Han-gug-pan | Han-gug-pan |
| **Latvian** | Latviešu izd. | Latv. izd. |
| **Lithuanian** | Lietuviškas leidim. | Liet. leidim. |
| **Macedonian** | Makedonsko izd. | Makedon. izd. |
| **Malay** | Ed. bahasa Malaysia | Ed. bhs. Malays. |
| **Maltese** | Ed. Bil-Malti | Ed. Bil-Malti |
| **Norwegian** | Norsk utg. | Nor. utg. |
| **Persian** | Chāp-i fārsī | Chāp-i fārsī |
| **Polish** | Wyd. polskie | Wyd. pol. |
| **Portuguese** | Ed. portuguesa | Ed. port. |
| **Romanian** | Ed. româna | Ed. rom. |
| **Russian** | Russkoe izd. | Rus. izd. |
| **Serbian** | Srpsko izd. | Srp. izd. |
| **Slovak** | Slovenské vyd. | Slov. vyd. |
| **Slovene** | Slovenska izd. | Slov. izd. |
| **Spanish** | Ed. española | Ed. esp. |
| **Swedish** | Svensk utg. | Sven. utg. |
| **Ukrainian** | Ukraïns'ke vìdannâ | Ukr. vid. |

# *Annex 7: List of medium edition statements*

| Language | Printed edition (*) | Online (**) | CD-ROM | Diskette | Microfiche | Braille edition | DVD-ROM | Vidéocassette |
|---|---|---|---|---|---|---|---|---|
| **Chinese** | Yinshua | Online | CD-ROM | Yuanpan | Weisuo jiao pian | Mong wen ban | | |
| **Croatian** | Tisak | Online | CD-ROM | Disketa | Mikrofis | | | |
| **Czech** | Tisk | Online | CD-ROM | Disketa | Mikrofiš | Braille | | |
| **Danish** | Papirform | Online | CD-ROM | Diskette | Mikrofiche | Braille | | |
| **Dutch** | Gedrukt | Online | CD-ROM | Diskette | Microfiche | Braille | | |
| **English** | Print | Online | CD-ROM | Diskette | Microfiche | Braille | DVD-ROM | Videocassette |
| **Estonian** | Trükis | Online | | | | | | |
| **Finnish** | Painettu | Verkkojulkaisu | CD-levy | Levyke | Mikrotallenne | Braille | DVD-levy | |
| **French** | Imprimé | En ligne | Cédérom | Disquette | Microfiche | Braille | DVD-ROM | Vidéocassette |
| **German** | Print | Internet | CD-ROM | Diskette | Microfiche | | | |
| **Hungarian** | Nyomtatott | Online | CD-ROM | Floppy | Mikrofilmlap | Braille | | |
| **Icelandic** | Print | Online | CD-ROM | | | | | |
| **Irish** | Cló | Arlíne | CD-ROM | Discéad | Micrifís | Braille | | |
| **Italian** | Testo stampato | Online | CD-ROM | | | | | |
| **Japanese** | Print | Online | | | | | | |
| **Latvian** | Print | Online | | | | | | |
| **Norwegian** | Trykt utg. | Online | CD-ROM | Disketter | | Braille | | |
| **Polish** | Druk | Online | CD-ROM | Dyskietka | Mikrofisza | Braille | | |
| **Portuguese** | Impresso | Online | CD-ROM | Disquete | Microficha | | | |
| **Romanian** | Print | Online | | | | Braille | | |
| **Russian** | Print | Online | CD-ROM | Disketa | Mikroficha | Brajl’ | | |
| **Slovak** | Tlačené vydanie | Online | CD-ROM | Disketa | Mikrofiš | Braille | | |
| **Slovenian** | Tiskana izd. | Online | CD-ROM | Disketa | | | | |
| **Spanish** | Impresa | En linea Internet | CD-ROM | Disquete | Microficha | Braille | | |
| **Swedish** | Print | Online | CD-ROM | | | | | |
| **Ukrainian** | Print | Online | | | | | | |

*(*) Printed edition includes Fax edition*
*(**) Online includes E-mail*

# *Annex 8 : Information sheet for record deletion*

***ISSN REGISTER: RECORD DELETION***

***Information note***

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ISSN National Centre Code: Date:

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**Record to be deleted from the ISSN Register**

**ISSN ... ... ... ... _ ... ... ... ...**

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**REASON FOR THE DELETION OF A RECORD FROM THE ISSN REGISTER:**

☐ The publication described is not a serial

☐ The publication described was never published

☐ Other, which one:

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**INFORMATION ABOUT THE ISSN ASSOCIATED WITH THE DELETED RECORD:**

- Was the ISSN printed on the publication ? ☐ YES ☐ NO

→ If the answer is YES, has the publisher been informed of the deletion ?

☐ YES ☐ NO

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- Was the ISSN present in the linking fields or other records ? ☐ YES ☐ NO

→ If the answer is YES, has it been removed ? ☐ YES ☐ NO

# *Annex 9: Information sheet for ISSN re-assignment*

## *ISSN REGISTER: ISSN RE-ASSIGNMENT*

***Information note***

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ISSN National Centre Code: Date:

---

| **(Re-assigned ISSN)**<br>**(Former cancelled ISSN)** | **(ISSN to which the former cancelled one was related)** |
|---|---|
| **ISSN &a … … … … _ … … … …** | **ISSN &a … … … … _ … … … …** |

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☐ **REASON FOR THE RE-ASSIGNMENT OF A CANCELLED ISSN**

☐ **The ISSN was incorrectly cancelled**

*Ex.:*
*- an ISSN was cancelled by mistake instead of another one, while cataloguing, transmitting, etc.*
*- more than one language edition of a serial, each of them carrying a different ISSN were by mistake, at a given moment, considered as one and all ISSN but one were cancelled. Now, once aware of the error, and in order to re-establish a different ISSN for each edition, the cancelled ISSN are re-assigned to their corresponding edition*

☐ **The ISSN was properly cancelled but printed or displayed on the serial:**

*The ISSN was both properly cancelled but, for whatever reason, printed on the serial. Now, to avoid difficulties with users, publishers, etc., it is re-assigned*

***Very important**: in this case, the re-assignment implies both the cancellation of the valid ISSN to which the cancelled one referred till now, and sending of the corresponding ISSN cancellation information note to I.C.*

☐ **Other, which one?**

---

**INFORMATION ABOUT THE RE-ASSIGNMENT**

Is your Centre responsible for the re-assigned ISSN ? ☐ YES ☐ NO

→ if the answer is NO, was your Centre authorised, by the ISSN National Centre responsible for the ISSN, for its re-assignment ? ☐ YES ☐ NO

# *Annex 10: Examples of ISSN records*

These examples show the main metadata recorded in ISSN cataloguing, most of the control data and fixed fields data have been omitted here.

Conventions:

- *022 $a* means subfield *a* of tag 022 ;
- *008 /15-17* means positions 15 to 17 in tag 008 ;
- *135 $a / 1* means first position in subfield *a* of tag 135 ;
- *9999* used as end date of publication means the resource is current. Other coded information is given under its expanded form ;
- Indicators and punctuation for MARC 21 and UNIMARC elements are not shown, please refer to the MARC 21 or UNIMARC codes if necessary.

**1) Current print serial published by the same publisher since it started, also available in CD-ROM and online versions.**

This serial began publication in 1991 and has been published by the same publisher, *Plant Breeders' Rights Office*, since this date. The print, online and CD-ROM versions are identified by three distinct ISSN and share, as medium versions of the same publication, one common ISSN-L. This ISSN-L is the ISSN of the print version because it is the first ISSN, among with the three ISSN assigned, entered in the ISSN Register. The key title has been qualified in order to make it unique in the ISSN Register.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 1188-1534 |
| ISSN-L | 022 $l | 011 $f | 1188-1534 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a $b | 530 $a $b | Plant varieties journal (Ottawa) |
| Publisher | 260 $a $b | 210 $a $c | Ottawa : Plant Breeders' Rights Office |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Canada |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1991 – 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Quarterly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 | | Multiple languages |
| Language | 041 $a | 101 $a | English, French |
| Title script | 008/33 | 100 $a/34-35 | Basic roman |
| Title proper | 245 $a | 200 $a | Plant varieties journal. |
| Parallel title | 246 $a | 510 $a | Bulletin des variétés végétales |
| Abbreviated key title | 210 $a $b | 531 $a $b | Plant var. j. (Ott.) |
| Dewey Classification | 082 $a $2 | 676 $a $v | 343.71 (20th edition) |
| Issuing body (as established by national bibliography) | 710 $a | 710 $a | Canada. Plant Breeders' Rights Office |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Plant varieties journal (Ottawa. Online) [ISSN 1911-1479] |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Plant varieties journal (Ottawa. CD-ROM) [ISSN 1911-1460] |
| ISSN Centre code | 022 $2 | 802 $a | Canada |

**2) Serial published by three successive publishers.**

*Automatizace* was published by *Státní nakladatelství technické literatury* between 1958 and 1992, then by *Veltech* between 1993 and 1995, and finally by *Automatizace s.r.o.* between 1996 and 2010.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 0005-125X |
| ISSN-L | 022 $l | 011 $f | 0005-125X |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a $b | 530 $a $b | Automatizace (Praha) |
| Earliest available publisher | 260 $a $b $c | 210 $a $c $d | Praha : Státní nakladatelství technické literatury, 1958-1992 |
| Intervening publisher | 260 $a $b $c | 210 $a $c $d | Praha : Veltech, 1993-1995 |
| Current/Last publisher | 260 $a $b $c | 210 $a $c $d | Praha : Automatizace s.r.o., 1996-2010 |
| Country of publication | 008/15-17 and 044$c | 102 $a | Czech Republic |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1958 - 2010 |
| Status of publication | 008/06 | 100/8 | Dead |
| Frequency | 008/18 | 110 $a/1 | Monthly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 | 101 $a | Czech |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | Automatizace. |
| Abbreviated key title | 210 $a $b | 531 $a $b | Automatizace (Praha) |
| Universal Decimal classification | 080 $a $2 | 675 $a $v | 681.5 (MRF) |
| Issuing body (as on the piece) | 720 $a | 712 $a | Automatizace s.r.o. |
| ISSN Centre code | 022 $2 | 802 $a | Czech Republic |

**3) Current serial available online since 2011, with back issues digitized from print. The print version has been published since 1967.**

This record shows the start date of the online version (date where the content has been put online) and sequential designations of the print version whose oldest issues have been digitized.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 2117-539X |
| ISSN-L | 022 $l | 011 $f | 0066-4871 |
| Medium | 007/00-01 | 135 $a/1 | Computer remote |
| Key Title | 222 $a | 530 $a | Antiquités africaines |
| Publisher | 260 $a $b | 210 $a $c | Paris : CNRS éd. |
| Country of publication | 008/15-17 and 044 $c | 102 $a | France |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 2011 - 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Annual |
| Type of publication | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | French |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | Antiquités africaines. |
| Abbreviated key title | 210 $a | 531 $a | Antiq. afr. |
| Sequential designations | 362 $a | 207 $a | La version imprimée commence avec le vol. 1, n° 1 (1967) |
| URL | 856 $u | 856 $u | http://www.persee.fr/web/revues/home/prescript/revue/antaf |
| Dewey Classification | 082 $a $2 | 676 $a $v | 939.700 5 (22ème édition) |
| Issuing body (as established by national bibliography) | 710 $a | 710 $a | Centre national de la recherche scientifique (France) |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Antiquités africaines (Paris) [ISSN 0066-4871] |
| ISSN Centre | 022 $2 | 802 $a | France |

**4) Born digital serial.**

*Rikosseuraamuslaitoksen tilastoja* has been published in both print and online versions since 2010. The qualifier *Verkkojulkaisu* used in the subfield $b of tags 022/530 means *online*.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 2242-6957 |
| ISSN-L | 022 $l | 011 $f | 2242-6949 |
| Medium | 007/00-01 | 135 $a/1 | Computer remote |
| Key Title | 222 $a $b | 530 $a $b | Rikosseuraamuslaitoksen tilastoja (Verkkojulkaisu) |
| Publisher | 260 $a $b | 210 $a $c | [Helsinki] : Rikosseuraamuslaitos |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Finland |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 2010 - 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Annual |
| Language | 008/35-37 and 041 $a | 101 $a | Finnish |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | Rikosseuraamuslaitoksen tilastoja. |
| Universal Decimal Classification | 080 $a $2 | 675 $a $v | 311.3 (Abr. Finnish version, 3rd. rev. ed.) |
| Issuing body (as established by national bibliography) | 710 $a | 710 $a | Rikosseuraamuslaitos |
| Issuing body (as on the piece) | 720 $a | 712 $a | RISE |
| URL | 856 $u | 856 $u | http://www.rikosseuraamus.fi/10955.htm |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Rikosseuraamuslaitoksen tilastoja (Painettu) [ISSN 2242-6949] |
| Continues | 780 $t $x | 430 $t $x | Vangit [ISSN 1798-4335] |
| ISSN Centre code | 022 $2 | 802 $a | Finland |

**5) Digital reproduction of a long dead serial provided by an archives provider (partly fictitious example).**

This record describes the original print version with additional data pertaining to the digital reproduction noted in the *reproduction note* (date of the reproduction, location and name of the archives provider). The print version was published from 1960 to 1977, the digital reproduction has been available online since the beginning of the years 2000 (approximate date). *Chesapeake science* is continued by *Estuaries* which is also available online.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 1111-1111 (fictitious ISSN) |
| ISSN-L | 022 $l | 011 $f | 0009-3262 |
| Medium | 007/00-01 | 135 $a/1 | Computer remote |
| Key Title | 222 $a $b | 530 $a $b | Chesapeake science (Online) |
| Publisher | 260 $a $b | 210 $a $c | Solomons, Md. : Chesapeake Biological Laboratory |
| Country of publication | 008/15-17 and 044 $c | 102 $a | United States |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1960 – 1977 |
| Status of publication | 008/06 | 100/8 | Dead |
| Frequency | 008/18 | 110 $a/1 | Quarterly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | English |
| Title script | 008/33 | 100 $a/34-35 | Basic roman |
| Title proper | 245 $a | 200 $a | Chesapeake science. |
| Abbreviated key title | 210 $a $b | 531 $a $b | Chesap. sci. (Online) |
| Dewey Classification | 082 $a $2 | 676 $a $v | 574 (23rd ed.) |
| URL | 856 $u | 856 $u | http://www.jstor.org/journals/00093262.html |
| Reproduction note | 533 $b $c $d | 325 $a | New York: Jstor, 200- |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Chesapeake science [ISSN 0009-3262] |
| Continued by | 785 $t $x | 440 $t $x | Estuaries (Online) [ISSN 1559-2758] |
| ISSN Centre code | 022 $2 | 802 $a | United States |

**6) Current online serial available on a platform.**

*Cognitive neuroscience* has been published by *Psychology Press* since 2010. This serial has been available in both print and online versions since this date, the online version is available on *Taylor and Francis Online*. Neither the name of the platform nor the name of the owner of the platform (*Taylor and Francis*) is noted in the record.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 1758-8936 |
| ISSN-L | 022 $l | 011 $f | 1758-8936 |
| Medium | 007/00-01 | 135 $a/1 | Computer remote |
| Key Title | 222 $a $b | 530 $a $b | Cognitive neuroscience (Online) |
| Publisher | 260 $a $b | 210 $a $c | London : Psychology Press |
| Country of publication | 008/15-17 and 044 $c | 102 $a | United Kingdom |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 2010 – 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Quaterly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | English |
| Title script | 008/33 | 100 $a/34-35 | Basic roman |
| Title proper | 245 $a | 200 $a | Cognitive neuroscience. |
| Abbreviated key title | 210 $a $b | 531 $a $b | Cogn. neurosci. (Online) |
| Dewey Classification | 082 $a | 676 $a | 612.8205 (22nd ed.) |
| URL | 856 $u | 856 $u | http://www.tandfonline.com/loi/pcns20 |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Cognitive neuroscience (Print) [ISSN 1758-8928] |
| ISSN Centre code | 022 $2 | 802 $a | United Kingdom |

**7) Serial formed by the merger of two other serials.**

*Archivio di ottalmologia* and *Rassegna italiana d'ottalmologia* merged in 1970 into *Archivio e rassegna italiana di ottalmologia* which was assigned a new ISSN.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 0300-0109 |
| ISSN-L | 022 $l | 011 $f | 0300-0109 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a | 530 $a | Archivio e rassegna italiana di ottalmologia |
| Publisher | 260 $a $b | 210 $a $c | Torino: Clinica oculistica dell'Università di Torino |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Italy |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1970 - 1975 |
| Status of publication | 008/06 | 100/8 | Dead |
| Frequency | 008/18 | 110 $a/1 | Quarterly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 | 101 $a | Italian |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | Archivio e rassegna italiana di ottalmologia. |
| Abbreviated key title | 210 $a | 531 $a | Arch. rass. ital. ottalmol. |
| Universal Decimal classification | 080 $a $2 | 675 $a $v | 617.7 (ed. abbr. ital.) |
| Formed by the union of | 780 $t $x | 436 $t $x | Archivio di ottalmologia [ISSN 0004-0134] |
| Formed by the union of | 780 $t $x | 436 $t $x | Rassegna italiana d'ottalmologia [ISSN 0300-0672] |
| ISSN Centre code | 022 $2 | 802 $a | Italy |

**8) Serial that split to form two new publications.**

The *Journal of photochemistry* which started in 1972, split in 1987 into the *Journal of photochemistry and photobiology. A, Chemistry* and the *Journal of photochemistry and photobiology. B, Biology*. These two journals are identified by separate ISSN. According to the *Agreement for the ISSN assignment to continuing resources issued by multinational publishers*, this serial, which was published in Switzerland, is under the responsibility of the ISSN National Centre for Netherland.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 0047-2670 |
| ISSN-L | 022 $l | 011 $f | 0047-2670 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a | 530 $a | Journal of photochemistry |
| Current publisher | 260 $a $b | 210 $a $c | Lausanne : Elsevier Sequoia |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Switzerland |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1972 - 1987 |
| Status of publication | 008/06 | 100/8 | Dead |
| Frequency | 008/18 | 110 $a/1 | Monthly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | English |
| Title script | 008/33 | 100 $a/34-35 | Basic roman |
| Title proper | 245 $a | 200 $a | Journal of photochemistry. |
| Abbreviated key title | 210 $a | 531 $a | J. photochem. |
| Dewey Classification | 082 $a $2 | 676 $a $v | 541.14 (10th abr. ed.)<br>535.217 (10th abr. ed.)<br>535.37 (10th abr. ed.) |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Journal of photochemistry (Online) [ISSN 1873-2658] |
| Split into | 785 $t $x | 446 $t $x | Journal of photochemistry and photobiology. A, Chemistry [ISSN 1010-6030] |
| Split into | 785 $t $x | 446 $t $x | Journal of photochemistry and photobiology. B, Biology [ISSN 1011-1344] |
| ISSN Centre code | 022 $2 | 802 $a | Netherland |

**9) Monographic series published simultaneously in different language editions.**

This record describes a monographic series in French published simultaneously in German and in English. The three language editions are identified by three distinct ISSN. OCDE (OECD in English) is located in France but since it is listed in the section C of the *Yearbook of International Organizations*, its publications are under the responsibility of the ISSN International Centre (and not under the responsibility of the French National Centre).

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 0256-6192 |
| ISSN-L | 022 $l | 011 $f | 0256-6192 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a | 530 $a | OCDE perspectives de l'emploi |
| Publisher | 260 $a $b | 210 $a $c | Paris : Organisation de coopération et de développement économiques |
| Country of publication | 008/15-17 and 044 $c | 102 $a | International |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1983 - 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Unknown |
| Type of continuing resource | 008/21 | 110 $a/0 | Monographic series |
| Language | 008/35-37 and 041 $a | 101 $a | French |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | OCDE perspectives de l'emploi. |
| Variant title | 246 $a | 532 $a | Organisation de coopération et de développement économiques perspectives de l'emploi |
| Abbreviated key title | 210 $a | 531 $a | OCDE perspect. empl. |
| Universal Decimal Classification | 080 $a $2 | 675 $a $v | 331 (7ème éd. fr. abr.) |
| Issuing body (as on the piece) | 720 $a | 712 $a | Organisation de coopération et de développement économiques |
| Other edition entry | 775 $t $x | 451 $t $x | OECD Beschäftigungsausblick [ISSN 1995-3976] |
| Other edition entry | 775 $t $x | 451 $t $x | OECD employment outlook [ISSN 1013-0241] |
| ISSN Centre code | 022 $2 | 802 $a | International |

**10) Serial translated from a serial in another language.**

This serial in Spanish is a translation of another serial published in English. The original English edition and the translated Spanish edition are identified by distinct ISSN.

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 0212-5382 |
| ISSN-L | 022 $l | 011 $f | 0212-5382 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a $b | 530 $a $b | Nursing (Ed. española) |
| Publisher | 260 $a $b | 210 $a $c | Barcelona: Doyma, S.A. |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Spain |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1983 - 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Monthly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | Spanish |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | Nursing. |
| Variant title | 246 $a | 512 $a | Nursing, edición en español |
| Abbreviated key title | 210 $a $b | 531 $a $b | Nursing (Ed. esp.) |
| Original language entry | 765 $t $x | 454 $t $x | Nursing (Jenkintown, Pa.) [ISSN 0360-4039] |
| Additional Physical Form Entry | 776 $t $x | 452 $t $x | Nursing (Ed. española. Internet) [ISSN 1988-6780] |
| ISSN Centre code | 022 $2 | 802 $a | Spain |

**11) Serial published simultaneously in different geographic editions.**

This record describes the Zagreb edition of a serial which was also published in the Osijek-Baranja county (Osječko-baranjska županija; located in northeastern Slavonia and Baranja) and in the Littoral / Coastal Croatia (Primorska Hrvatska). It is continued by an edition for Central Croatia (Središnja Hrvatska).

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 1846-6249 |
| ISSN-L | 022 $l | 011 $f | 1846-6249 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a $b | 530 $a $b | Biz direkt (Zagrebačko izd.) |
| Publisher | 260 $a $b | 210 $a $c | Osijek : Mirakul |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Croatia |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 2007 - 2008 |
| Status of publication | 008/06 | 100/8 | Dead |
| Frequency | 008/18 | 110 $a/1 | Monthly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | Croatian |
| Title script | 008/33 | 100 $a/34-35 | Extended Roman |
| Title proper | 245 $a | 200 $a | Biz direct. |
| Abbreviated key title | 210 $a $b | 531 $a $b | Biz direkt (Zagreb. izd.) |
| Other edition entry | 775 $t $x | 451 $t $x | Biz direkt (Izd. za Osijek i Baranju) [ISSN 1846-3371] |
| Other edition entry | 775 $t $x | 451 $t $x | Biz direkt (Izd. za Primorsku Hrvatsku) [ISSN 1847-165X] |
| Continued by | 785 $t $x | 440 $t $x | Biz direkt (Izd. za Središnju Hrvatsku) [ISSN 1848-2929] |
| ISSN Centre code | 022 $2 | 802 $a | Croatia |

**12) "Is a supplement to" relationship.**

*Frank Júlia konyhája*, which has been published since 2012 by *MediaCity* in Hungary, is a supplement of *Családi lap.*

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 2063-398X |
| ISSN-L | 022 $l | 011 $f | 2063-398X |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a | 530 $a | Frank Júlia konyhája |
| Current publisher | 260 $a $b | 210 $a $c | Budapest : MediaCity |
| Country of publication | 008/15-17 and 044 $c | 102 $a | Hungary |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 2012- 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Monthly |
| Type of continuing resource | 008/21 | 110 $a/0 | Periodical |
| Language | 008/35-37 and 041 $a | 101 $a | Hungarian |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a | 200 $a | Frank Júlia konyhája. |
| Abbreviated key title | 210 $a | 531 $a | Frank Júlia konyhája |
| Universal Decimal classification | 080 $a $2 | 675 $a $v | 641.55 (ETO, 2005. kiad.) |
| Supplement Parent Entry | 772 $t $x | 422 $t $x | Családi lap [ISSN 0133-1868] |
| ISSN Centre code | 022 $2 | 802 $a | Hungary |

**13) "Is a subseries of" relationship.**

*Série ANAS* is a subseries of *Collection Actions sociales.*

| Tag | MARC 21 data elements | UNIMARC data elements | Display on the ISSN Portal |
|---|---|---|---|
| ISSN | 022 $a | 011 $a | 1290-7499 |
| ISSN-L | 022 $l | 011 $f | 1290-7499 |
| Medium | 007/00-01 | 106 $a | Regular print |
| Key Title | 222 $a | 530 $a | Collection Actions sociales. Série ANAS |
| Current publisher | 260 $a $b | 210 $a $c | Paris: ESF éd. |
| Country of publication | 008/15-17 and 044 $c | 102 $a | France |
| Dates of publication | 008/7-10 008/11-14 | 100/9-12 100/13-16 | 1998 - 9999 |
| Status of publication | 008/06 | 100/8 | Current |
| Frequency | 008/18 | 110 $a/1 | Unknown |
| Type of continuing resource | 008/21 | 110 $a/0 | Monographic series |
| Language | 008/35-37 | 101 $a | French |
| Title script | 008/33 | 100 $a/34-35 | Extended roman |
| Title proper | 245 $a $p | 200 $a $i | Collection Actions sociales. Série ANAS |
| Variant title | 246 $a | 532 $a | Actions sociales. Série Association nationale des assistants de service social |
| Variant title | 246 $a | 532 $a | Collection Actions sociales. Série Association nationale des assistants de service social |
| Universal Decimal classification | 080 $a $2 | 675 $a $v | 364 (20ème éd.) |
| Issuing body (as established by national bibliography) | 710 $a | 710 $a | Association nationale des assistants de service social (France). |
| Is a subseries of | 760 $t $x | 410 $t $x | Collection Actions sociales [ISSN 1269-8377] |
| ISSN Centre code | 022 $2 | 802 $a | France |