

UBCIM Publications – New Series Vol I

**ISBD(PM):  
International Standard Bibliographic  
Description for Printed Music**

Second revised edition

Recommended by the Project Group  
on ISBD(PM)  
of the International Association  
of Music Libraries, Archives  
and Documentation Centres (IAML)

Approved by the Standing Committees  
of the IFLA Sections on Cataloguing  
and Information Technology

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Munich - London - New York - Paris 1991

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## INTRODUCTION

International Standard Bibliographic Description arose out of a resolution of the International Meeting of Cataloguing Experts, organized by the IFLA Committee on Cataloguing at Copenhagen in 1969, that a standardization of the form and content of bibliographic description be established. The International Standard Bibliographic Description for Monographic Publications was the first of the ISBDs created pursuant to the mandate of 1969. The first text of the ISBD(M) was published in 1971 as a set of recommendations. By 1973 this text had been adopted by a number of national bibliographies and, with translations of the original English text into several other languages, had been taken into account by a number of cataloguing committees in redrafting national rules for description. By this time it had also been noted that the printed word is only one of the means of documentary transmission through which the communication needs of individuals and institutions are served, and that a standardized descriptive structure for documentary materials other than books should be addressed by IFLA's programme for International Standard Bibliographic Description. Accordingly, the application of the ISBD concept to music and its use for the descriptive cataloguing of printed music publications came under consideration. In 1975 the Cataloguing Commission of the International Association of Music Libraries, Archives and Documentation Centres (IAML) suggested the establishment of a Joint Working Group with the IFLA Committee on Cataloguing to draft an International Standard Bibliographic Description for printed music, and in August 1976 such a group was formed. Almost two years of intensive work followed, with three successive drafts of the full text produced.

The work on the ISBD(PM) was fully coordinated with the developing ISBD(G), a general framework suitable for all types of library materials. After a world-wide review, the analysis of numerous and substantial comments received, and the approval of the IFLA Standing Committee and IAML representatives, the text of the first edition of the ISBD(PM) was published in May 1980 as the recommendation of the Joint Working Group.

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

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

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

The former Joint Working Group on ISBD(PM) continued after publication of the first edition in the form of a Project Group within the Cataloguing Commission of IAML in order to observe the use of

ISBD(PM) and to collect comments for a prospective revision of the text. Work on such a revision started at the IAML annual conference in Como (Italy) in September 1984. A draft of the revised text which would take into account suggestions of the developing revisions of the other ISBDs was prepared by members of the Project Group for internal discussion during the following two years. In July 1987 a final draft was produced and sent for world-wide review. Comments received were considered and the present text was forwarded to the IFLA Section on Cataloguing for approval.

This new edition of the ISBD(PM) has been approved by the IFLA Section on Cataloguing.

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## 0. Preliminary Notes

### 0.1 Scope, purpose and use

#### 0.1.1 Scope

The International Standard Bibliographic Description for Printed Music - referred to hereinafter as the ISBD(PM) - specifies the requirements for the description and identification of such publications, assigns an order to the elements of the description and specifies a system of punctuation for the description. Its provisions relate first to the bibliographic records produced by national bibliographic agencies (in issues of the printed national bibliography, in other printed records, and in associated machine-readable data files), and second to bibliographic records of other cataloguing agencies, whether in machine-readable or printed form. (In the case of bibliographic data stored in a machine-readable medium, the ISBDs prescribe display conventions for eye-readable output, such as online displays or printed products, rather than the data structure used within the machine-readable medium itself.)

Music publications include publications in eye-readable form or in embossed form for use by the blind<sup>1</sup> and include those published for limited distribution or for sale on demand.

ISBD(PM) is one of several published ISBDs; the others cover monographs (ISBD(M)), serials (ISBD(S)), non-book materials (ISBD(NBM)), cartographic materials (ISBD(CM)), computer files (ISBD(CF)), and pre-1801 monographs (ISBD(A)). Each ISBD is intended to embody a coherent set of provisions for its own type of publication, but there has been no attempt to make any ISBD exclusive. Users will, on occasion, need to refer to several ISBDs when, for example, the item for description exhibits the characteristics described in other ISBDs, such as a printed music publication in microform, or is a multi-media item such as a printed music publication with an accompanying sound recording. All the ISBDs are based on the general ISBD (ISBD(G)) (see the comparative outline at 0.3).

The ISBD(PM) is primarily concerned with current printed music publications. For the description and identification of older music publications, the provisions of ISBD(PM) and ISBD(A) for pre-1801 monographs should be applied where appropriate.

#### 0.1.2 Purpose

The primary purpose of the ISBDs is to provide the stipulations for compatible descriptive cataloguing worldwide in order to aid the international exchange of bibliographic records between national bibliographic agencies and throughout the international library and information community. By specifying the elements which comprise a bibliographic description and by prescribing the order in which those elements should be presented and the punctuation by which they should be demarcated, the ISBDs aim to (A) make records from different sources interchangeable, so that records produced in one country can be easily accepted in library catalogues or other bibliographic lists in any other country; (B) assist in the interpretation of records across language barriers, so that records produced for users of one language can be interpreted by users of other languages; and (C) assist in the conversion of bibliographic records to machine-readable form.

#### 0.1.3 Use

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<sup>1</sup> When the item for description is in braille or some other form that conveys printed music to the visually handicapped, an alternative method of description that emphasizes the inkprint original maybe used, according to the provisions of *International Exchange of Bibliographic Information on Materials for the Blind and Physically Handicapped* / by Pieter J.A. de Villiers and David E. Shumaker, Round Table of Libraries for the Blind, International Federation of Library Associations. – Washington, D.C.: The Round Table, Executive Secretariat, 1980.

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

It is recommended that the national bibliographic agency in each country, in accepting the responsibility of creating the definitive record for each publication issued in that country, prepare the definitive description containing all the mandatory elements set out in the relevant ISBD insofar as the information is applicable to the publication being described. Certain elements are designated as optional and information on these can be included or omitted at the discretion of the agency.

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

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

## 0.2 Definitions

Definitions are given for those terms used in the ISBD(PM) in a special sense, or in one of several senses in general use. Some terms used in the normal bibliographic sense are also defined. Musical terms recommended as specific material designations are defined in Appendix C.

Accompanying material	Any material accompanying the main part(s) of the publication being described, and intended to be used with it.
Accompanying material statement	A brief description of accompanying material.
Alternative title	The second part of a title proper that consists of two parts (each of which has the form of a title), joined by the word "or" or its equivalent in another language.
Area	A major section of the bibliographic description, comprising data of a particular category or set of categories.
Bibliographic description	A set of bibliographic data recording and identifying a publication.
Colophon	A statement at the end of a publication giving information about its publication or printing, and in some cases, other bibliographic information.

Common title	That part of the title which is carried by a group of related publications in addition to their different section titles. The common title serves to indicate this relationship and together with the section title identifies a given publication. The common title may also be common to a main publication and its supplement(s) and to a main series and its sub-series when the supplement(s)/sub-series has (have) dependent title(s).
Cover title	The title printed on the (original) cover of a publication.
Dependent title	A title which by itself is insufficient to identify a publication and which requires the addition of the common title, or the title of the main publication or the title of the main series. Examples are section titles, some supplement titles and some titles of sub-series.
Edition	All copies of a publication produced from substantially the same original input and issued by the same agency, whether by direct contact or by photographic or other methods. (See also Facsimile reprint.)
Edition statement	A word or phrase, or a group of characters, indicating that a publication belongs to an edition. Statements which indicate the version, the arrangement, etc. of a work or the form in which a work is presented in the publication in hand (music format) are not regarded as edition statements, even when the term "edition" is used in the publication.
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.
Facsimile reprint	A publication in which the main text is reproduced exactly from an earlier edition.
General material designation	A term indicating, broadly, the class of material to which a publication belongs.
Generic term	A term indicating a musical form or genre.
Illustration	A diagrammatic, pictorial or other graphic representation occurring within a publication.
Impression	All copies of an edition produced at one time or in one operation.

ISBN (International Standard Book Number)	A ten-figure number including a check digit and preceded by an alphabetic prefix. 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 2108-1978 <sup>2</sup>
ISSN (International Standard Serial Number)	An eight-figure number including a check digit and preceded by an alphabetic prefix. The ISSN together with the key title uniquely identifies a particular serial title (see <i>ISDS Manual</i> , Part 1). It is assigned by the International Serials Data System (ISDS) and is based on the ISO standard ISO 3297-1986.
Key title	The unique name assigned to a serial by the International Serials Data System (ISDS) and inseparably linked with its International Standard Serial Number (ISSN).
Main series	A numbered series which contains one or more sub-series.
Monographic publication	A publication either complete in one part or complete, or intended to be completed, in a finite number of separate parts.
Multi-level description	A method of bibliographic description based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main publication. The second and subsequent levels contain information relating to the individual volume or other unit.
Multi-volume publication	A monographic publication in a finite number of physically separate parts (other than a publication made up of fascicles) known to have been conceived or published as an entity; the separate parts may have their own titles and statements of responsibility.
Music format	The form in which the work is presented in the publication in hand (e.g. score, parts, etc.).
Numbering	The identification of each of the successive issues of a series. The designation can include a number, a letter, any other character or the combination of these and the pertaining denomination (volume, number, etc.) and/or a date.

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<sup>2</sup> ISO 2108-1978(E) *Documentation - International Standard Book Numbering (ISBN)*

Other title information	A word or phrase, or a group of characters, appearing in conjunction with, and subordinate to, the title proper of the publication. Other title information also occurs in conjunction with, and subordinate to, other titles (e.g. parallel titles, titles of individual works contained in the publication, titles in series/sub-series statements). Other title information qualifies, explains or completes the title to which it applies, or is indicative of the character, contents, etc., of the publication or the works contained in it, or is indicative of the motive for, or the occasion of, the publication's production. The term includes sub-titles but does not include variant titles (e.g. spine titles) found in the publication but not on the title-page or the title-page substitute.
Parallel edition statement	The edition statement in another language and/or script.
Parallel title	The title proper (or the title of an individual work included in a publication with no collective title proper) in another language and/or script; or a title 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.
Plate	A leaf containing illustrative matter, with or without explanatory text, that does not form part of either the preliminary or the main sequences of pages or leaves.
Plate number	The number that was given to the original plates, which now appears at the foot of a page of printed music, identifying the plates from which an edition was printed. A plate number can consist of a combination of numbers, letters and symbols; the name of a publisher may be included.
Preliminaries	The title-page(s) of a publication together with the verso of each title-page, and any pages preceding the title-page(s). If the cover serves as the title-page substitute, its verso is considered a preliminary.
Prescribed punctuation	Punctuation supplied by the bibliographic agency to precede or enclose the information in each element (except the first element of area 1) or area of the bibliographic description.
Prescribed source of information	The source or sources from which information is taken for entry in each element or area of the bibliographic description.

Printed music publication	A publication of music in readable form, reproduced by printing methods, by photocopying, by offset printing methods, etc. Printed music publications include music intended for performance, tutors, studies, exercises and facsimile editions of music manuscripts.
Publisher's number	A list number which can be given by music publishers, usually appearing on the title-pages of their printed music publications, intended to identify that publication and facilitate ordering and distribution. The name of a publisher may be included.
Section title	The title specific to a section which serves to distinguish one part of a group of related serials having a common title. The section title is dependent on the common title for identification of a serial whether distinctive or not.
Series	A group of separate publications related to one another by the fact that each publication 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 publications may or may not be numbered.
Series statement	The main elements identifying a series, including any numbering of the separate publications within the series. Also includes a statement that a publication forms part of a multi-volume publication. (See also Sub-series statement.)
Specific material designation	The term indicating the specific class of material to which the publication belongs.
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 publication, titles in series/sub-series statements) or in conjunction with edition statements.
Sub-series	A series which 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	Word or lettering or numbering or a combination of these, following the title of the main series, which can stand alone or in conjunction with the title of the sub-series.
Sub-series statement	The main elements identifying a sub-series, including any numbering of the separate publications within the sub-series. In the case of a sub-series the title of which is dependent on the title of the main series, the sub-series statement includes both the title of the series and the sub-series, and may include a sub-series designation. (See also Series statement.)
Title	A word or phrase, or a group of characters, usually appearing in a publication, naming the publication or the work (or any one of a group of individual works) contained in it. A publication will usually contain several titles (e.g. on the title-page, on the cover or on the spine), and these titles may be identical or may differ from one another.
Title-page	The page normally at the beginning of a publication presenting the fullest information about the publication and the work(s) contained in it and bearing, usually, the fullest title information, a statement of responsibility and the whole or part of the publication statement (imprint). When the elements normally presented on the title-page are divided without repetition between two facing pages, the two pages together are regarded as the title-page.
Title-page substitute	The page, portion of a page or other component part of a publication, which includes the information usually found on a title-page, and which, in the absence of a title-page, takes its place, e.g. cover, first page of music, colophon.
Title proper	The chief title of a publication, i.e. the title of a publication in the form in which it appears on the title-page or the title-page substitute. The title proper includes any alternative title, but excludes parallel titles and other title information. For publications containing several individual works the title proper is the collective title. Publications containing several individual works and lacking a collective title are considered not to have a title proper. A series or sub-series also has its own title proper. Certain titles proper are made up of multiple titles, called common title and dependent title(s).

### 0.3. Comparative outline of the ISBD(G) and the ISBD(PM)

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

Area	Prescribed preceding (or enclosing) punctuation for elements	Element	
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –).</i>			
1. Title and statement of responsibility area	[ ] = : / ;	1.1 Title proper	
		1.2 General material designation	
		1.3 Parallel title	
		1.4 Other title information	
		1.5 Statements of responsibility	
		First statement	
		Subsequent statement	
2. Edition area	= / ;	2.1 Edition statement	
		2.2 Parallel edition statement	
		2.3 Statements of responsibility relating to the edition	
			First statement
			Subsequent statement
	, /	2.4 Additional edition statement	
		2.5 Statements of responsibility following an additional edition statement	
		First statement	
		Subsequent statement	
3. Material (or type of publication) specific area			
4. Publication, distribution etc., area	; : [ ]	4.1 Place of publication, distribution, etc.	
		4.2 Name of publisher, distributor, etc.	
			First place
			Subsequent place
			Statement of function of publisher, distributor, etc.
	, (	4.3 Date of publication, distribution, etc.	
		4.4 Place of manufacture	
: ,)	4.5 Name of manufacturer		
	4.6 Date of manufacture		
5. Physical description area	: ; +	5.1 Specific material designation and extent of item	
		5.2 Other physical details	
		5.3 Dimensions of item	
		5.4 Accompanying material statement	
6. Series area	= :	6.1 Title proper of series	
		6.2 Parallel title of series	
		6.3 Other title information of series	
<i>Note: A series statement</i>			

	<i>is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses</i>	/ ; ,	6.4	Statements of responsibility relating to the series First statement Subsequent statement
		;	6.5	International Standard Serial Number of series
		.	6.6	Numbering within series
		=	6.7	Enumeration and/or title of sub-series
		:	6.8	Parallel title of sub-series
			6.9	Other title information of sub-series
			6.10	Statements of responsibility to the sub-series First statement Subsequent statement
		/		
		;		
		,	6.11	International Standard Serial Number of sub-series
		;	6.12	Numbering within sub-series
7	Note area			
8.	Standard number (or alternative) and terms of availability area	=	8.1	Standard number (or alternative)
		:	8.2	Key title
		( )	8.3	Terms of availability and/or price
			8.4	Qualification (in varying positions)

### 0.3.2 Outline of the ISBD(PM)

Area	Prescribed preceding (or enclosing) punctuation for elements	Element
<i>Note: Each area, other than the first, is preceded by a point, space, dash, space (. –).</i>		
1.	Title and statement of responsibility area	1.1 Title proper 1.2 General material designation ( <i>optional</i> ) *1.3 Parallel title *1.4 Other title information 1.5 Statements of responsibility First statement * Subsequent statement
	[ ] = : / ;	
2.	Edition area	2.1 Edition statement *2.2 Parallel edition statement ( <i>optional</i> ) 2.3 Statements of responsibility relating to the edition First statement *Subsequent statement *2.4 Additional edition statement 2.5 Statements of responsibility following an additional edition statement First statement Subsequent statement
	= / ; , / ;	
3	Printed music specific area	3.1 Printed music specific statement *3.2 Parallel printed music specific statement ( <i>optional</i> )
	=	
4.	Publication, distribution etc., area	4.1 Place of publication and/or distribution First place *Subsequent place *4.2 Name of publisher and/or distributor *4.3 Statement of function of distributor ( <i>optional</i> ) 4.4 Date of publication and/or distribution *4.5 Place of printing, manufacture, or engraving ( <i>optional</i> ) *4.6 Name of printer, manufacturer or engraver ( <i>optional</i> ) 4.7 Date of printing or manufacture ( <i>optional</i> )
	; : [ ] , ( : ,)	
5.	Physical description area	5.1 Specific material designation and extent 5.2 Illustration statement 5.3 Dimensions *5.4 Accompanying material statement
	: ; +	
6	Series area	6.1 Title proper of series or sub-series

	=	*6.2	Parallel title of series or sub-series
<i>Note: A series statement is enclosed by parentheses. When there are two or more series statements, each is enclosed by parentheses</i>	:	*6.3	Other title information of series or sub-series ( <i>optional</i> )
	/	6.4	Statements of responsibility relating to the series or sub-series First statement
	;		*Subsequent statement
	,	6.5	International Standard Serial Number of series or sub-series
	;	6.6	Numbering within series or sub-series
7			Note area
8.		8.1	Standard number (or alternative) and terms of availability
	:	8.3	Terms of availability and/or price ( <i>optional</i> )

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

- A. Optional elements are indicated as such (see 0.1.3).
- B. Elements preceded by an asterisk can be repeated when necessary.
- C. Areas 6 (Series), 7 (Note) and 8 (Standard number, etc.) can be repeated when necessary.
- D. In the above outline, the terms "first statement ...", "subsequent statement ..." and the Like denote the order in which these statements are given in the description and have no other connotation
- E. No provisions are included in the ISBD(PM) for element 8.2 of the ISBD(G) outline (Key title). Provisions regarding qualifications to an ISBN or to a statement of terms of availability and/or price (element 8.4 of the ISBD(G)) are included in elements 8.1 and 8.3 respectively, rather than as a separate element.
- F. Whenever information normally associated with one area or element appears in the publication linked linguistically as an integral part of another area or element, it is transcribed as such.

#### 0.4 Punctuation

0.4.1 Each element of the description, except the first element of area 1, is either preceded or enclosed by prescribed punctuation (see 0.4.3 for other exceptions). Prescribed punctuation is preceded and followed by a space (a single space on a typewriter or an em space in printing) with the exception of the comma ( , ) and point ( . ) which are only followed by a space. The inclusion of other punctuation is at the discretion of the national bibliographic agency or cataloguing organization, as is the spacing before and after such punctuation. ISBD punctuation is retained even when this results in double punctuation (but see 0.4.7). For the punctuation of scripts written from right to left, see 0.4.11.

0.4.2 Parentheses, i.e. curved brackets ( ( ) ) and square brackets( [ ] ) (see 0.4.8), are each to be treated as a single punctuation symbol, and the preceding space comes before the first (opening) parenthesis or square bracket and the following space comes after the second (closing) parenthesis or square bracket (but see 0.10). If parentheses or square brackets are preceded or followed by prescribed punctuation that ends or begins with a space, only one space is given.

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

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

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

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

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

e.g. 3rd ed. –  
*not* 3rd ed.. –

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

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

A. Square brackets ( [ ] ) are prescribed punctuation to enclose particular elements in area 1 (see 1.2) and area 4 (see 4.3) and are prescribed punctuation within an element in area 5 (see 5.1). Square brackets enclose information found outside the prescribed sources of information (see 0.5.2) and interpolations in the description (see 0.6, 0.7, 0.10, 0.11). When successive elements within the same area are obtained from outside the prescribed source, they are enclosed in a single pair of square brackets unless one element is the general material designation, which is always enclosed in its own pair of square brackets.

When successive elements are in different areas, each element is enclosed in a separate pair of square brackets.

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

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

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

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

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

When, in a single area, two or more elements are recorded in two or more languages and/or scripts, the elements in each language and/or script are given together with the appropriate

preceding punctuation for each element. The whole group of elements for the first language and/or script recorded is preceded by punctuation appropriate to the first element and each group after the first is preceded by a space, equals sign, space (=). When a single statement (e.g. a statement of responsibility, see 1.5) is given partly in one language and/or script and partly in more than one language and/or script, the several linguistic forms are transcribed together; equals signs or other punctuation symbols are used as appropriate.

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

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

מונטינה ככנור ופסנתר (או לחליל ופסנתר) /  
ירדנה אלותין. – תל אביב : סכון למוסיקה ישראלית,  
.cop. 1982

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

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

## 0.5 Sources of information

The information used in the description of a printed music publication is taken from its title-page and other sources prescribed for specific areas according to the following stipulations.

0.5.1 Order of preference of sources

When for a single-volume publication there is more than one title-page,<sup>3</sup> the one selected is the one specific to the publication described (e.g. for a volume in a series, the volume title-page; for a facsimile reprint, the title-page with the reprint details; see also 1.1.3.2).

When for a multi-volume publication there is a title-page for each volume, the one selected is the title-page of the first volume.

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

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

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

A. when the leaf bears only the title proper in the manner of a half-title page;

<sup>3</sup> Title-page refers to title-page or title-page substitute when the publication lacks a title-page

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

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

#### 0.5.2 Prescribed sources of information

For each area certain sources are designated "prescribed sources of information". Information taken from a source other than a prescribed source for the area is enclosed in square brackets if it is transcribed as part of the area. Alternatively such information may be given without square brackets in area 7. Specific provisions are given in appropriate sections of the ISBD(PM).

<i>Area</i>	<i>Prescribed sources of information</i>
1. Title and statement of responsibility	Title-page
2. Edition	Title-page, other preliminaries, first page of music, cover, and colophon
3. Printed music specific statement	Title-page, other preliminaries, first page of music, cover, and colophon
4. Publication, distribution, etc.	Title-page, other preliminaries, first page of music, cover, and colophon
5. Physical description	The publication itself
6. Series	Title-page, other preliminaries, first page of music, cover, and colophon
7. Note	Any source
8. Standard Number (or alternative) and terms of availability	Any source

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

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

Elements in areas 1, 2, 3, 4 and 6 are normally transcribed from the publication and are, therefore, wherever practicable, in the language(s) and/or script(s) in which they appear there. Interpolations in these areas are enclosed in square brackets and are given in the language and/or script of the context of that part of the description, except:

- prescribed abbreviations (see 0.7) and prescribed interpolations (see 0.10, 0.11);

- general material designation (see 1.2), statement of function of distributor (see 4.3), and additions to the date of printing (see 4.7.3), which, when supplied, are given in the language and/or script chosen by the national bibliographic agency;
- printed music specific statement (see 3.1.3), which, when supplied, may be given in the language and/or script chosen by the national bibliographic agency.

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

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

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

## **0.7 Abridgements and abbreviations**

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

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

0.7.3 Other abbreviations are prescribed in specific stipulations (e.g. 4.1.15, 5.3.1).

0.7.4 In various stipulations in the ISBDs, provision is made for the use of "standard abbreviations" (e.g. in the edition statement, see 2.1.2) without specifying the forms of the abbreviations to be followed. These abbreviations are not prescribed but it is recommended that ISO 832-1975, *Documentation - Bibliographical References - Abbreviations of Typical Words*, or similar national standards, be used.

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

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

## **0.8 Capitalization**

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

## **0.9 Examples**

The examples given throughout the ISBDs are illustrative and not prescriptive except when the stipulations specify that the form found in the example(s) is to be followed.

Most examples are based on the description of existing publications, but some fictitious examples have been included.

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

#### **0.10 Misprints**

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

e.g. Golden Vienese [sic] waltzes  
compuesto por Luis de Bricñeo [i.e. Briceño]  
Kantata für Chor and Orchest[e]r

#### **0.11 Symbols, etc.**

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

e.g. / by [E.B.C.]  
*Note:* Author's initials represented on title-page by musical notes.  
[3rd] ed.  
*Note:* Number of edition represented on title-page by three asterisks.  
I [love] Paris  
*Note:* The word 'love' in the title is represented on the title-page by a heart symbol.

## SPECIFICATION OF ELEMENTS

### 1. Title and Statement of Responsibility Area

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

#### Punctuation pattern

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

#### *Examples*

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

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

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

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

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

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

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

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

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

Common title. Dependent title [General material designation]

Prescribed source: Title-page

Information found in the publication but not on the title-page is given in area 1, enclosed in square brackets. Individual stipulations (e.g. 1.1.3.3.) place limitations on information found in the publication that is given in area 1.

Information found outside the publication is given in area 7.

## 1.1 Title proper

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

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

1.1.2.1 The title proper can consist solely of a generic term.

e.g. Concerto  
Sonaten  
Etudes

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

e.g. Arthur Sullivan  
The Beatles

1.1.2.3 The title proper can consist of or include a set of initials or an acronym prominently displayed on the title-page.

e.g. MM 51

The expanded form, when present on the title-page, but not selected as the title proper (see 1.1.3.3), is given as other title information (see 1.4.3) or as a statement of responsibility (see 1.5.4).

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

e.g. Utopia limited, or, The flowers or progress  
Un giorno di regno ossia Il finto Stanislao  
Nina o La folle par amour  
Belmont und Constanze oder Die Entführung aus dem Serail

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

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

For an exception to this stipulation see 1.4.4.5.2. Otherwise such statements are regarded as other title information (see 1.4.1).

1.1.2.6 The title proper can include a statement of responsibility, name of 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. Mozarts Klavierkonzerte  
George Buechner's Wozzeck  
Fantasien über Gedichte von Richard Dehmel für Klavier op. 9  
Charles Aznavour présente ses plus grands succès  
The Penguin book of Italian madrigals  
The vocal score and libretto of The merry widow  
Edizione critica delle opere di Gioachino Rossini  
The collected works of Muzio Clementi

1.1.2.7 When a publication contains two or more individual works and bears a collective title as well as the titles of the individual works on the title-page, the collective title is chosen as the title proper.

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

- e.g. Musik aus Frankreich  
*Note:* Contents: Hirtenweise ; Sarabande / Jean François Dandrieu. Der Kuckuck ; Rigaudon / Louis-Claude Daquin. Minuetto / François-Joseph Darcis. Allegro ; Siciliano / Antoine Dauvergne  
Songs of the Beatles  
*Note:* Contents: Yellow submarine ; Yesterday ; Maxwell's silver hammer

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

- e.g. Italian secular song, 1606-1636. Florence

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

- e.g. Ernani  
*In area 6.* (The works of Giuseppe Verdi. Series I, Operas = Le opere di Giuseppe Verdi. Sezione I, Opere teatrali ; vol. 5)

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

e.g. Superfluous hair, from Mail order madrigals

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

1.1.3 Choice of title proper

1.1.3.1 A publication with one title-page

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 (see for example 1.1.2.3) or the sequence of titles on the title-page.

When the titles are in different languages and/or scripts (i.e. parallel titles, see 1.3), the title proper is the title in the language and/or script of the context of the publication (i.e. the language and/or the script of the foreword, critical notes, etc.). When this criterion cannot be applied, the title proper is selected by reference to the typography of, or sequence of the titles on, the title-page.

1.1.3.2 A publication with more than one title-page

When a publication has more than one title-page, as in the case of publications with title-pages in different languages and/or scripts, the title proper is selected from the title-page that is in the language and/or script of the context of the publication (i.e. the language and/or script of the foreword, critical notes, etc.).

When this criterion cannot be applied, the title proper is selected from the right hand (recto) of two facing title-pages; or from the first of two or more title-pages on recto pages.

In the case of tête-bêche publications where 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. (For tête-bêche publications containing different works, see 0.5.1.)

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

e.g. Concerto op. 7,7 : Konzert A-Dur für Streichorchester  
Sinfonie Nr. 3 : Eroica

1.1.4 Transcription

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

1.1.4.2 A publication without a title proper

1.1.4.2.1 When the publication comprises two or more works without a title proper (see 1.1.2.10), the titles of the individual works are given in the order indicated by the typography of, or the sequence of titles on, the title-page, or the sequence of title-pages in the publication when the several title-pages are considered collectively as a single source of information.

e.g. Romeo and Juliet overture ; and, Capriccio italien  
Intrada ; och Saraband  
Meditation op. 90 ; Klänge der Stille op. 91

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

1.1.4.2.2 When the publication has a displayed text but no title proper (as in the case of some broadsides), the text is transcribed either in full or in an abridged form. Omission of complete phrases or sentences is not indicated; abridgement of phrases or sentences is indicated by marks of omission. The order of statements in the transcription is determined by reference to the character of the statements appearing in the item, their typography and the layout of the publication. Important parts of the content of the text, such as the names of products or organizations and the names, places and dates of events, are retained. Additional information on these or any other aspect of the content may be given in area 7. Punctuation is at the discretion of the bibliographic agency, except that combinations of symbols and spacing which have a special function within this area of the ISBD outline are to be avoided.

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

1.2.1 The purpose of the general material designation is to indicate, in general terms and at an early point in the description, the class of material to which the publication belongs. The general material designation is given immediately after the title proper. It is given in the language and script chosen by the bibliographic agency.

1.2.2 For printed material described with the ISBD(PM), the recommended general material designation is "Printed music" or its equivalent in other languages and/or scripts. For embossed material the designation "Printed music, Braille" or its equivalent may be used.

1.2.3 When the publication comprises a primary component with subsidiary component(s) not of the same general material category (e.g. a score accompanied by a sound disc), the general material designation refers only to the primary component.

1.2.4 When the publication comprises two or more works without a title proper (see 1.1.2.10), the general material designation is given after the first title.

e.g. La mer [Printed music] ; Khamma ; Rhapsody for clarinet and orchestra / Claude Debussy  
Follia [Printed music] : Bewegungen / Klaas de Vries. Muziek II / Peter-Jan Wagemans

## **1.3 Parallel titles**

1.3.1 When on the title-page of the publication there are titles in more than one language and/or script, the title(s) not chosen as title proper (see 1.1.3) are transcribed as parallel title(s).

e.g. Album for the young = Album für die Jugend

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

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

e.g. Tétralogie = Der Ring des Nibelungen

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

#### 1.3.4 Transcription

1.3.4.1 A parallel title appearing on the title-page is transcribed exactly as to wording, but not necessarily as to capitalization and punctuation. Exceptionally a parallel title may be abridged. Omissions are indicated by marks of omission.

e.g. Pièces de clavecin = The complete harpsichord suites

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

e.g. Le nozze di Figaro = Die Hochzeit des Figaro = The marriage of Figaro  
Composizioni per liuto = Lute compositions = Lautenstücke

#### 1.3.4.3 A publication without a title proper

When the publication comprises two or more works without a title proper (see 1.1.2.10), and when each or any of the individual works has a parallel title or titles, the parallel titles are given following the titles to which they apply.

1.3.4.4 Parallel titles appearing on title-pages not selected as the prescribed source may be given in square brackets in area 1 or may be given in area 7. Parallel titles appearing elsewhere in the publication may only be given in area 7.

### 1.4 Other title information

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

e.g. Bilder einer Ausstellung : zehn Stücke für Klavier  
Angelo mio : valse  
Easter fresco : for soprano, flute, horn, harp, and piano  
Mein erster Sor : Sammlung leichter Gitarrensoli = My first Sor : selection of easy guitar-solos = Il mio primo Sor : raccolta di facili assolo per chitarra

For an exception to this stipulation, see 1.1.2.5.

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

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

#### 1.4.4 Transcription

1.4.4.1 A statement of other title information is transcribed following the title to which it applies (see also 1.4.4.6).

1.4.4.2 A statement of other title information is transcribed exactly as to wording but not necessarily as to capitalization or punctuation. Exceptionally other title information may be abridged. Omissions are indicated by marks of omission.

1.4.4.3 A statement of other title information appearing on the title-page before the title proper is transcribed following the title proper when this is linguistically or otherwise possible. When this is not possible, this information is given in area 7.

e.g. Tam-Tam : aus dem Repertoire von Nico Palermo  
*Editorial comment.* 'Aus dem Repertoire von Nico Palermo' appears at the head of the title-page.

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

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

1.4.4.5 A publication without a title proper

1.4.4.5.1 When the publication has no title proper (see 1.1.2.10), and when there are statements of other title information relating to one or more of the titles of individual works present, these statements are given following the titles to which they apply.

e.g. Le chevalier du guet : chanson folklorique française. Qui frappe ici? : Louisiane

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

e.g. Eight variations in G major K. 24 ; Seven variations in D major K. 25 : for piano  
Lied auf dem Dach ; Tafelmusik ; Ausklang : für großes Orchester

1.4.4.5.3 A statement on the title-page constituting other title information and relating to all the works in a publication, although they are by different composers, is given in area 7.

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

1.4.4.6 Parallel titles and parallel other title information

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

e.g. Kleine Meditationen : für Streichtrio und Harfe = Short meditations : for string trio and harp  
Klavier-Quintett : Forellen-Quintett = Piano quintet : Trout quintet = Quintette avec piano : Quintette "La truite"

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

e.g. Le rossignol = The nightingale = Die Nachtigall : conte lyrique en trois actes

1.4.4.6.3 When the title consists of a generic term (see 1.1.2.1) and there is no parallel title, and statements about key, numbering, date of composition, and medium of performance appear on the title-page in more than one language and/or script, the statement in the language and/or script of the generic term is given as part of the title proper, following the generic term. When this criterion does not apply, the first statement appearing on the title-page is given. The other statements may also be given, each preceded by a space, equals sign, space.

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

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

e.g. Année 1812 = ouverture = 1812 overture

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

e.g. Nunc dimittis : Graduale für vier Stimmen, zwei Violinen, zwei Hörner und Basso continuo = Graduale for four voices, two violins, two horns and basso continuo

1.4.4.7 When the title proper consists of a common and a dependent title (see 1.1.2.8), individual statements of other title information are given following the title(s) to which they apply. In case of doubt, a statement of other title information is given following the title proper as a whole.

1.4.5 A statement of other title information appearing in the publication but not on the title-page may be given following the title proper or parallel title to which it applies, enclosed in square brackets, when it is considered important for the identification of the publication or the clarity of the description. Normally such a statement is given in area 7.

## 1.5 Statements of responsibility

1.5.1 A statement of responsibility can be given with respect to any entity (person or corporate body) responsible for or contributing to the creation of the intellectual or artistic content of a work contained in the publication described, or for its realization.

1.5.2 A statement of responsibility can relate to such entities as composers, arrangers, authors of text, compilers, editors, etc., whose work is embodied in the publication.

A statement of responsibility can take various forms:

1.5.2.1 It can consist of the name(s) of person(s) or corporate body or bodies, with or without a linking word or short phrase indicative of the role of the person or corporate body. (See also 1.5.2.6.)

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

e.g. This endris night : a Christmas cantata for tenor solo, women's or boys' voices and

brass / by Geoffrey Burgon ; text taken from the Chester mystery plays and mediaeval poems  
Ballade pour violon et orchestre / A.F. Barescotti ; réduction violon-piano  
Lohengrin : romantische Oper in drei Akten / von Richard Wagner ; Klavierauszug für Pianoforte allein  
Eröffnungsschor aus der Oper "Ernani" / Giuseppe Verdi ; Ausgabe für gemischten Chor und Klavier

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

e.g. The kindling fire : twelve Burns songs / piano accompaniments and notes by Claire Liddell  
Jealous guy / Text und Musik: John Lennon

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

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

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

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

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

1.5.2.7 A statement that is not connected with responsibility for the intellectual or artistic content of the publication is not considered a statement of responsibility. Statements such as mottoes, dedications, statements of patronage or prizes, may be omitted or given in area 7. Information such as "with 32 parts" is given in area 5. A phrase such as "with introductory commentary by the composer" is considered a statement of responsibility, however (see 1.5.2.2).

1.5.2.8 A statement of responsibility is not considered appropriate for the name of the responsible entity which is linguistically an integral part of other descriptive elements and has been transcribed as such (e.g. as part of the title proper, see 1.1.2.6; as part of other title information, see 1.4.2; as part of the statement of publication, distribution, etc., see area 4).

An exception is made when the name of the responsible entity is explicitly repeated on the title-page in a formal statement of responsibility.

e.g. Schubert's songs to texts by Goethe / by Franz Schubert

1.5.2.9 A statement of responsibility is not considered appropriate for the name of a corporate body which appears on the title-page whenever the function of the body is not specified and cannot be determined from the publication being described or elsewhere. The name is given instead in area 7.

1.5.3 One or more statements of responsibility

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

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

e.g. Dance suite / by Michael Praetorius ; arranged for orchestra by N.J. Milner-Gulland  
Die Zauberflöte : Oper in zwei Akten / von Wolfgang Amadeus Mozart ;  
Klavierauszug, neu revidiert von Wilhelm Kienzl

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

e.g. Concerto in A für Cembalo und Streichorchester / von Johann Christian Bach ; mit  
Kadenzen versehen von Li Stadelmann

1.5.4 Transcription

1.5.4.1 A statement of responsibility is transcribed expressed in the terms in which it appears on the publication.

1.5.4.2 A statement of responsibility appearing not on the title-page but elsewhere in the publication is transcribed enclosed in square brackets. Statements of responsibility taken from outside the publication may be given in area 7.

e.g. Trio for piano, violin and violoncello c-minor op. 101 / Johannes Brahms ; [englisches  
und deutsches Vorwort von Wilhelm Altmann]

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

e.g. La guirlande de Campra / par Arthur Honegger, Daniel Lesur, Roland Manuel,  
Germaine Tailleferre ... [et al.]

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

1.5.4.5 Initials indicating membership of societies, academic degrees, etc., and statements of positions held and qualifications following a person's name are transcribed when the initials, etc., are necessary linguistically or for the identification of the person, or in establishing a context for the person's activity.

In all other cases initials, etc., are not considered part of the statement of responsibility and are omitted (see 1.5.2.7).

1.5.4.6 A statement of responsibility which precedes the title proper on the title-page is transcribed following the title proper and other title information unless it is linguistically linked to such information (see 1.5.2.8).

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

1.5.4.7 A statement of responsibility which includes the name of a corporate body expressed in a hierarchical form is transcribed in the form and order given in the publication.

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

e.g. Traces : pour violoncello seul / Jacques Lenot

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

e.g. A collection of ancient piobaireachd or Highland pipe music / [collected] by Angus Mackay

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

e.g. Door number three / Steve Goodman, Jimmy Buffet  
Der Prozeß / [Musik von] Gottfried von Einem ; [Text von] Boris Blacher und Heinz von Cramer  
La vie parisienne : operetta in three acts / Jacques Offenbach ; music adapted and arranged by Ronald Hammer ; new book and lyrics by Phil Park

1.5.4.11 Parallel titles and parallel statements of responsibility

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

e.g. Die Zauberflöte : für zwei Flöten oder Violinen / W.A. Mozart ; nach einer Ausgabe aus dem Jahr 1792 herausgegeben von Gerhard Braun = The magic flute : for two flutes or violins / W.A. Mozart ; from an edition of 1792 edited by Gerhard Braun  
Sowjetische Klaviermusik für die Jugend / herausgegeben von Nikolai Koptschewski = Soviet piano music for young people / edited by Nicolai Kopchevsky = Musique de piano soviétique pour la jeunesse / édité par Nicolas Kopchevski

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

e.g. 8 capriccios : hegedüre, második hegedii kíséretével = für Violine, mit Begleitung der zweiten Violine / Henryk Wieniawski ; átnézte és ujjrenddel allátta = revidiert und mit Fingersatz versehen von Jenő Hubay

1.5.4.11.3 When a title-page bears one or more parallel title(s) and/or parallel other title information, but the statement of responsibility is in only one language and/or script, the statement of responsibility is given after the last parallel title or (parallel) other title information.

e.g. Mährische Volkspoesie in Liedern = Moravian folk poetry in song = Chant sur des poésies populaires moraves / Léos Janáček

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

e.g. Europa cantat VI : Leicester 1976 / au nom de la Fédération européenne des jeunes chorales édité par = im Auftrag der Europäischen Föderation Junger Chöre herausgegeben von = for the European Federation of Young Choirs edited by Willi Gohl

1.5.4.12 A publication without a title proper

1.5.4.12.1 When the publication has no title proper (see 1.1.2.10), and when all the individual works have the same statement of responsibility, the statement of responsibility is given after all the titles, parallel titles and statements of other title information.

e.g. Fantaisie-Impromptu op. 66 ; Scherzo op. 31 / Chopin  
3. Sinfonie : "Das Lied von der Nacht" : für Tenor Solo, gemischten Chor und Orchester op. 27 = 3rd symphony : "Song of the night": for tenor solo, mixed chorus and orchestra op. 27 ; 4. Sinfoni-Concertante für Klavier und Orchester op. 60 = 4th symphony-concertante for piano and orchestra op. 60 / Karol Szymanowski

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

e.g. Crépuscule en montagne / S. Sohet-Boulnois. Carillon Gorse / Georges Lauro  
The high school cadets = Kadettenmarsch / Musik, J.P. Sousa ; Bearbeitung, Franz Bummerl. Musik im Blut : Marsch / Musik und Bearbeitung, Hans Kolditz

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

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

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

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

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

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

## 2. Edition Area

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

### Punctuation pattern

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

### Examples

. – Edition statement

. – Edition statement = parallel edition statement

. – Edition statement / statement of responsibility

. – Edition statement / statement of responsibility ; second statement of responsibility ; third statement of responsibility

. – Edition statement / statement of responsibility = parallel edition statement / statement of responsibility

. – Edition statement, additional edition statement

. – Edition statement / statement of responsibility, additional edition statement / statement of responsibility

Prescribed source: Title-page, other preliminaries, first page of music, cover, and colophon

### 2.1 Edition statement

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

A. all the copies of a publication formally identified as constituting a named and/or numbered edition,

*or*

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

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

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

When the term "edition" is used in order to indicate the version, the arrangement, etc., of a musical work, the statement is given in area 1 (see 1.5.2.2). However, a term denoting vocal range (e.g. Low voice; Ausgabe für hohe Stimme) should be treated as an edition statement.

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

e.g. . – 2<sup>e</sup> éd. du recueil noté  
. – 6. udg.  
. – Reprint ed.  
. – Hohe Stimme (Originallage)

If the edition statement consists solely or chiefly of characters that are neither numeric nor alphabetic, which cannot be reproduced by the typographic facilities available (cf. 0.11), the characters are replaced by words or numbers, as appropriate, in square brackets. An explanation may be given in area 7 (see 7.2).

2.1.3 When no edition statement appears in the publication, although it is known that the publication contains significant changes from previous editions of the published material, a suitable edition statement in the language of the title-page and in accordance with the provisions of 2.1.2 may be supplied, enclosed in square brackets.

e.g. . – [New ed.]  
. – [3<sup>e</sup> éd.]  
. – [Reproduction en fac-similé]

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

2.1.4.1 The edition statement which is an integral part of an element in another area (such as other title information) and has been treated as such (see 1.4.2) is not repeated in the edition area.

e.g. Lieder : eine Auswahl für hohe Stimmlage und Klavier

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

2.1.4.3 The edition statement which identifies a first edition is not normally transcribed.

## 2.2 Parallel edition statement (*optional*)

When the prescribed source of information bears edition statements in more than one language and/or script, the statement in the language and/or script of the title proper is given. When this

criterion cannot be applied, the edition statement made prominent by typography or the one appearing first is given. The parallel statement(s) may be given.

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

## 2.3 Statements of responsibility relating to the edition

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

- e.g. . – Neuaufl. / herausgegeben und kritisch revidiert von Hans Joachim Moser  
. – 2e éd. / préface de Léon-Arthur Elchinger

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

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

- e.g. . – 2. Aufl. / mit einem Anhang "Neue Etüden und Spielstücke"

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

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

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

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

## 2.4 Additional edition statement

2.4.1 An additional edition statement is given

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

- e.g. . – 3rd ed., repr. with a new pref.

or

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

- e.g. . – 3rd ed., [with an appendix]

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

e.g. . – 2. Aufl. (berichtigte Neuasg. der 1. Aufl. 1944)  
. – Abridged ed., 2nd. ed.

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

e.g. . – 4<sup>e</sup> éd., 3<sup>e</sup> tirage  
. – 2nd ed., 2nd printing  
. – 2., unveränderter Neudruck der 3., völlig neubearbeiteten Aufl.

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

## **2.5 Statements of responsibility following an additional edition statement**

2.5.1 Statements of responsibility following an additional edition statement are transcribed in accordance with the provisions of 2.3.

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

### 3. Printed Music Specific Area

Introductory note

The printed music specific area consists of statements indicating the special music format of a work, distinguishing it from other formats of the same work. Details of the physical units of the publication are given in the physical description area (see 5.1).

Contents	3.1	Printed music specific statement
	3.2	Parallel printed music specific statement ( <i>optional</i> )

Punctuation pattern

- A. The printed music specific area is preceded by a point, space, dash, space(. – ).
- B. Each parallel printed music specific statement is preceded by a space, equals sign, space ( = ).

Prescribed source

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

#### 3.1 Printed music specific statement

3.1.1 The printed music specific statement is given in the terms in which it appears in the publication. Explanatory phrases subjoined to the printed music specific statement are included when they are considered significant. Further explanations may be given in a note (see 7.3).

- e.g.
- . – Full score
  - . – Orchester-Partitur
  - . – Partitur mit untergelegtem Klavierauszug
  - . – Conducteur si<sup>b</sup>
  - . – Score and set of parts
  - . – Partition, reproduction du manuscrit de l'auteur
  - . – Miniature score

3.1.2 The printed music specific statement is enclosed in square brackets if it does not appear on the prescribed source of information.

3.1.3 When no printed music specific statement appears in the publication, a suitable statement may be supplied, enclosed in square brackets, in the language or script of the title-page or in the language and/or script of the bibliographic agency.

- e.g. . – Partitur [und Solostimme]

#### 3.2 Parallel printed music specific statement (*optional*)

3.2.1 When a publication bears printed music specific statements in more than one language and/or script, the statement appearing first is given. The parallel statement(s) may be given, preceded by a space, equals sign, space. If these are not given, no indication is made of the omission.

- e.g. . – Játszópartitúra = Playing score

#### 4. Publication, Distribution, etc., Area

Contents	4.1	Place of publication and/or distribution
	4.2	Name of publisher and/or distributor
	4.3	Statement of function of distributor ( <i>optional</i> )
	4.4	Date of publication and/or distribution
	4.5	Place of printing, manufacture or engraving ( <i>optional</i> )
	4.6	Name of printer, manufacturer or engraver ( <i>optional</i> )
	4.7	Date of printing or manufacture ( <i>optional</i> )

#### Punctuation pattern

- A. The publication, distribution, etc. area is preceded by a point, space, dash, space (. – ).
- B. A second or subsequent place is preceded by a space, semi-colon, space ( ; ).
- C. Each name is preceded by a space, colon, space ( : ).
- D. A supplied statement of function of a distributor is enclosed in square brackets ([ ]).
- E. The date is preceded by a comma, space ( , ).
- F. The place of printing or manufacture, name of printer or manufacturer and date of printing or manufacture are enclosed in one pair of parentheses( ( ) ). Within the parentheses the same punctuation is used as in B, C and E.

#### Examples

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

#### Prescribed source

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

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

4.0 The imprint is that of the edition or issue being described. In describing a facsimile or other photographic reprint, the place and name of the reprint publisher and the date of the reprint are given in area 4. The imprint of the edition reproduced is given in area 7.

e.g. . – New York : Lea Pockett Scores  
*Note:* Facsimile reprint. Originally published, Leipzig : Breitkopf & Härtel,  
1881

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

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

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

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

*Note:* Known to be published in Belfast

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

4.1.4 A second or subsequent place may be given.

4.1.5 When a second or subsequent place is omitted, the omission may be indicated by "etc." or its equivalent in another script, enclosed in square brackets.

e.g. . – Berlin ; Köln ; Frankfurt am Main  
. – Wien [etc.]  
. – Москва [и др.]

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

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

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

e.g. . – V Praze

4.1.9 If it seems necessary for identification, a qualifier such as the name of a country, state, etc., may be added to the place of publication or distribution. It is enclosed in parentheses if transcribed from the prescribed source of information or in square brackets if transcribed from another source.

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

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

e.g. . – London [37 Pond Street, N.W.3]

4.1.10 If it is considered necessary for identification, an alternative or corrected version of

the place name may be supplied (see 0.10), enclosed in square brackets.

e.g. . – Christiania [i.e. Oslo]  
. – Lerpwl [i.e. Liverpool]

4.1.11 When the name of the place of publication or distribution appears in the prescribed source of information in more than one language and/or script, the form of name made prominent by typography or, if there is no typographical distinction, the form of name that appears first is given. If neither of these criteria applies, the linguistic form that corresponds to the language of the publication is given.

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

e.g. . – Brussels = Bruxelles

4.1.13 When a place of publication or distribution does not appear anywhere in the publication, the name of the known city or town is supplied in square brackets. If the city or town is uncertain, or unknown, the name of the probable city or town followed by a question mark is supplied in square brackets.

e.g. . – [Hamburg?]

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

e.g. . –Canada  
*Editorial comment.* Known as place of publication; appears in prescribed source.  
. – [Surrey]  
*Editorial comment.* Known as place of publication; appears outside prescribed source.  
. – [Guatemala?]  
*Editorial comment.* Uncertain as place of publication.

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

e.g. . – [S.l.]  
. – [Б.м.]

## 4.2 Name of publisher and/or distributor

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

4.2.2 Second and subsequent publishers may be given.

e.g. . – Paris : le Centurion : Desclée De Brouwer : Ed. du Cerf

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

e.g. . – London : Schott [etc.]

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

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

e.g. : M. Eschig  
*Editorial comment:* Publisher's name appears as Editions Max Eschig et Cie

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

e.g. Harlekin : für Klarinette / Karlheinz Stockhausen. – Kürten : Stockhausen

4.2.7 When the name of a publisher or distributor appears on the prescribed source of information in more than one language and/or script, the form of name made more prominent by typography or, if there is no typographic distinction, the form that appears first is given. If neither of these criteria applies, the linguistic form that corresponds to the language of the publication is given.

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

e.g. Krakóww : Polskie wydawnictwo muzyczne = Krakau : Polnischer Musikverlag

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

e.g. . – Paris : Imprimerie nationale  
. – Dublin : Cuala Press

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

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

### 4.3 Statement of function of distributor (*optional*)

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

e.g. . – New York : Lawson-Gould : distributor G. Schirmer

4.3.2 When the function performed by the distributor is not explicitly stated, a brief word or phrase, indicating the nature of the activity, may be added, enclosed in square brackets.

e.g. . – Cincinnati : National Directory Service ; Oxford : Vacation Work [distributor]

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

4.4.1 The date of publication of the edition or impression described is given.

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

e.g. . – Oslo : Musikk-huset ; København : Imudico [distributor], 1980

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

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

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

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

e.g. , 1697 [i.e. 1967]

4.4.6 When there is no date of publication or distribution in the publication, the copyright date or date of printing is given in its place when it is considered to be approximate to the actual date of publication. Otherwise, a known or estimated date of publication is given in square brackets before the copyright date or date of printing. A copyright date or date of printing is indicated as such.

e.g. , cop. 1969  
, 1981 printing  
, [1988], cop. 1927  
, [198-?], cop. 1927

4.4.7 A copyright date may be added to the date of publication or distribution that appears in the publication when the bibliographic agency considers it to be important.

e.g. , 1969, cop. 1937

4.4.8 When no date of publication or distribution, copyright date or date of printing can be ascertained for the publication, an estimated date of publication or distribution is given in square brackets.

e.g. , [ca 1835]  
, [1969?]  
, [196-?]

4.4.9 In describing a publication consisting of volumes, parts or fascicles published over a number of years, the dates of the first published volume, part or fascicle and the last published volume, part or fascicle are both given and connected by a hyphen.

e.g. . – Stuttgart : Carus, 1968-1973

4.4.10 When the volumes, parts or fascicles of such a publication have not all been received, the date of the first published volume, part or fascicle is given, followed by a hyphen.

e.g. . – Stuttgart : Carus, 1969-

**4.5 Place of printing, manufacture or engraving** (*optional*)

&

**4.6 Name of printer, manufacturer or engraver** (*optional*)

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

e.g. . – (S.l. : s.n.), 1974 (Manchester : Unity Press)

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

e.g. . – Leipzig : Breitkopf & Härtel, 1977 (gedruckt in Jugoslawien)

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

e.g. (Budapest : Kossuth ny. ; Debrecen : Alföldi ny.)

**4.7 Date of printing or manufacture** (*optional*)

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

4.7.2 When the date of printing or manufacture differs from known dates already given (date of publication or distribution, or copyright date), the date of printing or manufacture may also be given (see also 4.4.6).

e.g. , cop. 1960 (ristampa 1984)

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

e.g. , [printed] 1973

## 5. Physical Description Area

Contents	5.1	Specific material designation and extent
	5.2	Illustration statement
	5.3	Dimensions
	5.4	Accompanying material statement

### Punctuation pattern

- A. The physical description area is preceded by a point, space, dash, space ( . – ).
- B. The illustration statement is preceded by a space, colon, space ( : ).
- C. The dimensions statement is preceded by a space, semi-colon, space ( ; ).
- D. The accompanying material statement is preceded by a space, plus sign, space ( + ).

### Examples

- . – Specific material designation and extent : illustration statement ; dimensions
- . – Specific material designation and extent : illustration statement ; dimensions + accompanying material statement

Prescribed source: The publication itself

### 5.1 Specific material designation and extent

5.1.1 The specific material designation identifies the particular class of material to which the publication belongs and is given in the language chosen by the bibliographic agency.

5.1.2 A publication in one physical unit

5.1.2.1 For a publication in one physical unit, the extent consists of the specific material designation term (cf. Appendix C), preceded by the arabic numeral 1, and the number of pages or leaves (except in the case of a volume with irregular pagination, see 5.1.2.7; or a loose-leaf volume, see 5.1.2.8). The pagination is given in parentheses following the specific material designation.

- e.g.
- . – 1 score (329 p.)
  - . – 1 vocal score (259 p.)
  - . – 1 part (32 p.)
- [in the case of a separately published part]

5.1.2.2 When none of the specific material designation terms such as those recommended in Appendix C is appropriate (e.g. in the case of a songbook, editions of works for piano solo, editions of works for an unaccompanied instrument, etc.), the numbering of the pages or leaves is given in the physical description area as representing both the specific material designation and the extent of the volume (except in the case of a volume with irregular pagination, see 5.1.2.7; or a loose-leaf volume, see 5.1.2.8).

5.1.2.3 When the leaves in a publication are numbered on both sides, the extent of the publication is described in terms of pages. When the leaves are printed on one side only, this fact may be stated in area 7.

- e.g. *Note:* Versos of pages blank

When the leaves are numbered on one side only, and each leaf is counted as one unit, the extent of the publication is described in terms of leaves. When the leaves are printed on both sides, this fact may be stated in area 7.

e.g. *Note:* Leaves printed on both sides

5.1.2.4 The number on the last numbered page or leaf of each numbered sequence is given. Numerals, arabic and roman, are given as found in the publication. When the pages or leaves are lettered instead of numbered, the first and last letters are given, and are preceded by the word or abbreviation indicating pages or leaves.

e.g. . – 1 score (iv, 329 p.)  
. – iv, 329 p.  
. – 15 leaves, 329 p.  
. – P. a-k  
. – P. A-K

When the numeration in arabic numerals continues that of the roman numerals, the numeration of the whole sequence is given in arabic numerals.

5.1.2.5 When the number of the last numbered page or leaf of a sequence is incorrect, it is given as in the publication. The correct number is given enclosed in square brackets with an explanatory note if necessary, or the sequences of pagination are given exactly to indicate the source of the error.

e.g. . – xiv, 923 [i.e. 329] p.  
. – 832 [i.e. 848] p.  
*Note:* P. 161-176 are repeated in the numeration  
*or*  
. – xiv, 1-176, 161-832 p.

5.1.2.6 Only give unnumbered sequences of pages or leaves when they constitute the whole or a substantial part of the publication (but see 5.1.2.10 for leaves of plates). In this case unnumbered sequences are given in the terms used for the numbered sequences as arabic numerals enclosed in square brackets.

e.g. The extent of a publication with 8 unnumbered pages and 329 pages numbered 1-329 is recorded as:  
. – 329 p.

The extent of a publication containing 4 pages numbered i-iv and 100 unnumbered pages is recorded as:  
. – iv, [100] p.

When the whole publication is unpaginated or unfoliated, *either*:

A. Leaves or pages are counted together and the total is given in terms of leaves in arabic numerals enclosed in square brackets.

e.g. . – [80] leaves

*or*

B. An estimate of the number of leaves or pages is made, and the total is given as an approximate number of leaves or pages.

e.g. . – Ca. 400 leaves

5.1.2.7 When a publication contains more than three sequences of similarly numbered pages or leaves, or sequences of similarly numbered pages combined with one or more major sequences of unnumbered pages, *either*:

A. The sequences are added up and given as a total followed by the words "in various pagings" (or the equivalent in another language).

e.g. . – 1000 p. in various pagings  
(*not*: 48, 53, 99, 300, 410, 90 p.)

or

B. When one of the sequences is clearly the main sequence, the number of that sequence is given with the total number in brackets of the other sequences preceding and/or succeeding as appropriate.

e.g. . – 400, [98] p.  
(*not*: 400, 18, 60, 20 p.)

or

C. The specific material designation and extent of the publication is described as:

e.g. . – 1 score (various pagings)  
. – 1 vol. (various pagings)

5.1.2.8 The specific material designation and extent of a loose-leaf publication which is intended for updating is described as "1 vol.".

5.1.2.9 When the pages or leaves of a publication are numbered as part of a larger sequence (e.g. one volume of a multi-volume publication, an offprint from a serial), the numbers on the first and the last page or leaf are given. In this case the word or abbreviation indicating pages or leaves is given before the numbers.

e.g. . – Leaves 81-93  
. – P. 713-797

When such a publication is numbered both of itself and as part of a larger sequence, the numbering of the publication itself is given, and the numbering from the larger sequence is given in area 7.

e.g. . – 81 p.  
*Note*: Pages also numbered 321-401

5.1.2.10 The number of pages of plates or leaves of plates not included in the numbering of pages or leaves containing music or text is given at the end of the sequences of pagination, whether the plates are found together or distributed throughout the publication, or even when there is only one plate.

e.g. . – 1 score (246 p., 24 leaves of plates)  
. – x, 32, 73 p., [1] leaf of plates  
. – 1 score (246 p., 38 leaves of plates, 24 p. of plates)  
. – 1 vocal score (246 p., 12 p. of plates)

5.1.3 A publication in more than one physical unit

5.1.3.1 When a publication is issued in more than one physically separate unit, the appropriate specific material designation selected from Appendix C is given, preceded by the arabic numeral denoting the number of such units and followed by an appropriate phrase, e.g. "in 4 vol.".

When none of the specific material designation terms recommended in Appendix C is appropriate, a specific material designation such as "vol.", "parts", "folder" is given, preceded by the arabic numeral denoting the number of such units. (Accompanying material is not included in the numbering, see 5.4.)

- e.g. . – 1 score in 2 vol.  
[pagination may be included: 1 score in 2 vol. (329, 285 p.)]  
. – 2 scores (100 p. each)  
[e.g. in the case of playing scores]  
. – 4 parts  
[pagination may be included: 4 parts (50, 45, 45, 40 p.)]

Peculiarities in the numbering of the separate physical units are given in area 7, unless the numbering of the physically separate units is given on the "second level" (see Appendix A), or in a contents note (see 7.7).

- e.g. . – 5 vol.  
*Note:* Volumes numbered 1, 2A, 2B, 2C, 3  
. – 5 vol.  
*Note:* 8 vol. in 5

5.1.3.2 When the pagination or foliation of a publication in more than one physical unit is continuous, the pagination or foliation is given in addition to the number of units, enclosed in parentheses.

- e.g. . – 1 score in 8 vol. (894 p.)

When each unit has a sequence of preliminary pages or leaves preceding the continuously paginated or foliated main sequence and separately numbered, these sequences are added up and given as a total enclosed in square brackets.

- e.g. . – 1 score in 8 vol. ([47], 894 p.)

5.1.3.3 When the pagination or foliation of a publication in more than one physical unit is not continuous, the several paginations or foliations may be given in addition to the number of units, enclosed in parentheses.

- e.g. . – 1 score in 5 vol. (31, 33, 49, 37, 18 p.)  
. – 3 vol. (v, 31; vi, 32; iii, 49 p.)  
. – 1 vocal score in 2 vol. (x, 210 p.; v, 310 p.)

5.1.3.4 If preferred, all information relating to a single unit, but not to the publication as a whole (such as the pagination statement), may be given on a "second level" according to the method outlined in Appendix A.

## 5.2 Illustration statement<sup>4</sup>

5.2.1 When a publication is illustrated, the abbreviation "ill." (or its equivalent in another language and/or script) is given after the pagination statement. Minor illustrations may be disregarded.

- e.g. . – 1 score (329 p.) : ill.  
. – 329 p. : ill.

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<sup>4</sup> For pages or leaves of plates not included in the numbering of pages or leaves containing music or text, see 5.1.2.10.

5.2.2 The identification of particular types of illustration (e.g. facsimiles, portraits) may be given after the abbreviation "ill." (or its equivalent).

e.g. . – 1 score (329 p.) : ill., facs.

5.2.3 When the identity of particular types of illustrations is given and these are the only illustrations in the publication, the abbreviation "ill." (or its equivalent) is omitted.

e.g. . – 1 score (329, 30 p.) : facs.

5.2.4 The number of illustrations, or of a particular type of illustration, may be given.

e.g. : 31 ill.  
: ill., 17 facs.

5.2.5 When some or all of the illustrations are coloured, this may be noted. If only some of the illustrations are in colour and this is to be specified, the information is given in parentheses.

e.g. : col. ill.  
: ill. (some col.)

### 5.3 Dimensions

5.3.1 The dimensions of the publication are expressed in terms of centimetres. The term is abbreviated as "cm" (or its equivalent in another language and/or script).

5.3.2 The height of the publication, measured parallel to the spine, is given rounded up to the next whole centimetre.

e.g. A publication which measures 17.2 centimetres is described as:  
; 18 cm

5.3.3 When the dimensions or shape of the publication are unusual (e.g. when the width is greater than the height), other dimensions may be given after the height.

e.g. ; 21 x 30 cm  
; 38 cm folding to 10 cm

### 5.4 Accompanying material statement

5.4.1 A statement relating to any material accompanying the publication being described, which is issued (or intended to be issued) at the same time as the publication, and is intended to be used in conjunction with the publication, must be given, preceded by the plus sign ( + ).

Music publications that are composed of scores with parts should be described under this stipulation.

5.4.2. Accompanying material is described by a word or phrase indicating the nature of the material. Terms recommended in Appendix C are used as far as possible.

e.g. . – 271 p. : ill. ; 21 cm + list of works  
. – 1 score (92 p.) ; 18 cm + 1 part  
. – 1 score (92 p.) ; 18 cm + 4 parts  
. – 1 score in 2 vol. ; 18 cm + 1 part  
. – 1 score (329 p.) ; 18 cm + 25 parts + libretto

5.4.3 A short physical description of the accompanying material may be given after the word or phrase characterizing the material. The material is described according to the provisions of 5.1 to 5.3 of the appropriate ISBD. Alternatively the description may be given in area 7.

e.g. . – 271 p. ; 21 cm + 1 sound disc (16 min.) : 331/3 rpm., mono ; 17.5 cm

5.4.4 Accompanying material may also be described independently or by the multi-level method of description (see Appendix A).

## 6. Series Area

### Introductory note

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

When a publication belongs to more than one series and/or sub-series, the area is repeated. The order of the statements is determined by the order of preference of the sources for the area; in the case of these being of equal value, the order follows the sequence of information found in the chosen source.

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

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

### Punctuation pattern

- A. The series area is preceded by a point, space, dash, space (. –).
- B. Each series statement is enclosed in parentheses ( ).
- C. A second and each subsequent series statement is preceded by a space.
- D. Each parallel title is preceded by a space, equals sign, space (=).
- E. Each statement of other title information is preceded by a space, colon, space (:).
- F. The first statement of responsibility is preceded by a space, diagonal slash, space (/).
- G. Each subsequent statement of responsibility is preceded by a space, semi-colon, space (;), unless the statements are considered to form a single phrase.
- H. The International Standard Serial Number is preceded by a comma, space (,).
- I. Numbering within a series or sub-series is preceded by a space, semi-colon, space (;).
- J. The section or sub-series designation or dependent title following a common title is preceded by a point, space (.).
- K. The dependent title following a section or sub-series designation is preceded by a comma, space (,).

### Examples

. – (First series) (Second series)

- . – (Title proper of series = Parallel title of series)
- . – (Title proper of series : other title information of series / statement of responsibility relating to series ; numbering within series)
- . – (Title proper of series, ISSN ; numbering within series)
- . – (Common title. Section or sub-series designation, Dependent title)
- . – (Common title. Dependent title = Parallel common title. Parallel dependent title)

Prescribed source: Title-page, other preliminaries, first page of music, cover, and colophon

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

6.1.1 The title proper of the series or sub-series corresponds to the title proper in the bibliographic description of the series or sub-series when it is described as a serial according to the provisions of area 1 of ISBD(S).

- e.g.
- . – (The world of folk dances)
  - . – (L'enseignement moderne du saxophone)
  - . – (Neue Musik für Solo-Instrumente)

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

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

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

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

- e.g.
- . – (Collected works of Muzio Clementi ; vol. 2)

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

6.2.1 When the title proper of the series or sub-series appears in the prescribed source of information in more than one language and/or script, the parallel series titles are given.

- e.g.
- . – (Les cuivres = The brass instruments = Die Blechblasinstrumente)
  - . – (Wiener Querflöten-Edition = Vienna flute edition)

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

## **6.3 Other title information of series or sub-series (*optional*)**

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

e.g. . – (Die Gitarre : Stücke europäischer Meister)

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

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

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

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

e.g. . – (Musikwissenschaftliche Studien-Bibliothek / herausgegeben von Friedrich Gennrich)

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

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

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

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

e.g. . – (Liederblätter deutscher Jugend, ISSN 0342-4820 ; H. 22)

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

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

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

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

e.g. . – (Eulenburg general music series ; 705)  
. – (Musik alter Meister ; H. 1)

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

e.g. . – (Das Erbe deutscher Musik. Abteilung Oper und Sologesang ; Bd. 8)  
*Note: Main series numbered 68*

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

e.g. ; vol. 11-15  
; vol. 131,145,152

## 7 Note area

### Contents

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

Notes, by their nature, cannot be enumerated exhaustively, but can be categorized in terms of the areas of the ISBD(PM). In addition to notes relating to these areas, there may be notes relating to the description of the publication which do not correspond to any specific ISBD area. Except where otherwise indicated, notes and their order of presentation are *optional*.

### Punctuation pattern

Each note is separated from the next one by a point, space, dash, space (. – ). These are omitted, or replaced by a point, when each note is given on a separate line.

Within notes it is recommended, where appropriate, that the prescribed punctuation of areas 1-6 be followed; for example, a title is separated from a statement of responsibility by a space, diagonal slash, space ( / ).

Prescribed source: Any source

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

7.1.1 Notes on the title proper

7.1.1.1 Notes on the original title

e.g. . – Original title: Concerto for oboe and strings

7.1.1.2 Notes on the source of the title proper

When the source of the title proper is other than the title-page, the source is given in a note.

e.g. . – Cover-title

7.1.1.3 Notes giving variant and transliterated titles

e.g. . – Spine title: Klavierstücke  
. – Title proper romanized: Kartinki s vystavki

7.1.2 Notes on the form or medium of performance and on the nature, scope, purpose or language of the publication

7.1.2.1 Notes on the musical form and the medium of performance

e.g. . – Opera in 3 acts  
. – English madrigals  
. – 2 pieces for guitar  
. – For string orchestra or string quartet  
. – For 4-6 voices

7.1.2.2 Notes on the nature, scope and purpose of the publication and on the language of the text

- e.g. . – For use in primary schools  
. – Text in English and French  
. – Preface in Danish and English

7.1.3 Notes on parallel titles and other title information  
&

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

- e.g. . – Parallel titles in four languages

Parallel titles and other title information appearing elsewhere in the publication but not on the title-page may be given in a note (see 1.3.4.4, 1.4.5).

7.1.5 Notes on the statements of responsibility

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

- e.g. . – Arrangement by ...  
. – Full name of composer: ...  
. – Previously published under the name Joseph Haydn  
. – Foreword by ...

Statements of responsibility relating to appendices and other supplementary matter appearing in the publication but not on the title-page may be given in a note.

When the statement of responsibility has been obtained from a source other than the prescribed source of information, the source from which such a statement has been obtained may be given in a note.

- e.g. . – Composer statement taken from title-page verso

## 7.2 Notes on the edition area and the bibliographic history of the publication

These may include the source of the edition statement and details of the publication's relationship to other publications and to other editions, including the previous publication of reprints or reissues.

- e.g. . – Edition statement from title-page verso  
. – Originally published, Leipzig : Breitkopf & Härtel, 1889  
. – Facsimile reprint of the first edition, Vienna : Österr. Bundesverlag, 1894

## 7.3 Notes on the printed music specific area

These may include peculiarities or variations among the different parts of a publication.

- e.g. . – Solo piano part lacks printed music specific statement

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

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

- e.g. . – Also published by ...
- . – Distributed in the UK by ...
- . – Original imprint covered by label which reads: C.F. Peters, Frankfurt, London, New York
- . – Cop. 1954, 1957

#### **7.5 Notes on the physical description area**

These may include additional physical description of the publication supplementing the formal statement given in area 5, and statements on particular physical peculiarities.

- e.g. . – Versos of leaves blank
- . – Volumes numbered: 1, 2A, 2B, 2C, 3
- . – Optional cello part included

#### **7.6 Notes on the series area**

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

- e.g. . – ISSN of main series: ISSN 0342-2259
- . – Main series numbered 24
- . – Editor of the series: ...

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

- e.g. . – Vol. 2 issued as vol. 39 of ...

#### **7.7 Notes relating to the contents**

These may include the list of contents, notes on other inclusions, such as indexes, inserts, discographies, etc.

- e.g. . – Contents: 12 madrigals
- . – Contents: Voluntary I and Te Deum ; Voluntary and Jubilate
- . – Includes index of songs
- . – Discography: p. 291
- . – Summary of plot

For multi-level description, see Appendix A.

#### **7.8 Notes relating to binding and availability**

- e.g. . – First 25 copies bound in leather

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

- e.g. . – 250 copies printed
- . – Number 11 of 50 signed and numbered copies

**7.9 Notes relating to duration**

e.g. . – Duration: 123 min.

**7.10 Notes relating to notation**

e.g. . – Keyboard tablature  
. – Graphic notation  
. – Tonic sol-fa notation

**7.11 Notes relating to the copy in hand**

e.g. . – Signed by the composer  
. – Imperfect copy: missing cover and title-page

**7.12 Any other notes considered important in the context of the bibliographic agency or cataloguing organization**

## 8. Standard Number (or Alternative) and Terms of Availability Area

General note.

A Standard Number for printed music does not now exist, but may be developed in the future. Printed music publications, however, can carry an International Standard Book Number (ISBN) and may carry an International Standard Serial Number (ISSN) (see 6.5). As well as the ISBN, the alternative identifying numbering schemes currently in use are publisher's numbers (see 0.2). Plate numbers (see 0.2) may be used as a means of identifying the original edition of a work.

Introductory note

The area may be repeated when a publication has more than one standard number

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

or

B. because it has a standard number for the individual volume and also a standard number for the whole publication of which it is a part.

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

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

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

Standard numbers appearing in the publication that relate to its bibliographic history (e.g. ISBNs for earlier editions) are not given in area 8. When considered important, they may be given in area 7.

Contents      8.1 Standard number (or alternative)  
                  8.2 Terms of availability and/or price (*optional*)

Punctuation pattern

- A. The standard number (or alternative) and terms of availability area is preceded by a point, space, dash, space (. –).
- B. Terms of availability and/or price are preceded by a space, colon, space ( : ).
- C. A qualification added either to a standard number (or alternative) or to the terms of availability and/or price is enclosed in parentheses ( ( ) ).
- D. Each subsequent standard number (or alternative) and terms of availability statement is preceded by a point, space, dash, space (. – ), unless the areas are clearly separated by paragraphing, typography or indentation, in which case the point, space, dash, space may be omitted or replaced by a point given at the end of the preceding area.

*Examples*

. – ISBN (qualification) : price

.

- ISBN (qualification). – Plate number (qualification) : price
- . – Publisher's number (qualification) : price
- . – Publisher's number (qualification). – Plate number (qualification)
- . – Terms of availability

Prescribed source: Any source

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

8.1.1 The ISBN or other standard number is given when known.

8.1.2 The standard number is preceded by the letters ISBN, etc., and transcribed in accordance with the relevant standard.

e.g. . – ISBN 0-19-342594-7

8.1.3 The publisher's number must be included when known. The publisher's number is preceded by the identification "Publ. no." or its equivalent in another language and/or script.

e.g. . – Publ. no.: Z 1309

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

e.g. . – ISBN 0-340-16247-1. – ISBN 0-340-16427-2 (invalid)

8.1.5 The plate number may be given following the ISBN and/or the publisher's number and any qualifications that relate to either. The plate number is preceded by a point, space, dash, space (. –) and by the identification "Pl. no." or its equivalent in another language and/or script.

e.g. . – ISBN 83-224-2458-2. – Pl. no.: PWM-8601  
 . – Publ. no.: Z 1309. – Pl. no.: 9538

When there is no other number, the plate number may be given alone.

e.g. . – Pl. no.: A.F. 539

8.1.6 A brief statement of the kind of binding in which the publication is issued may be given following the standard number (or alternative) to which it is related. Such a statement when given is enclosed in parentheses. Standard abbreviations in the language of the bibliographic agency may be used.

e.g. . – ISBN 0-19-342594-7 (paperback)  
 . – Publ. no.: Z 1039 (cloth)

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

8.3.1 A statement of the terms on which the publication is available may be given. In case of a publication offered for sale, the price of the publication is given in numerals with the official standard symbol for the currency. When there is a price for a single issue and a subscription price, both may be given.

e.g. : £2.05  
: 90 F  
: free loan  
: hire

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

e.g. (available from Information Canada \$1.25)  
(distributed by ...)

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

## Appendix A: Multi-level Description

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

- A. certain descriptions showing as the title proper the title common to the parts, with the titles of individual parts given in a contents note (cf. 7.7);
- B. certain descriptions showing as the title proper the title of each individual part, with the title common to the parts given in the series area (cf. 6.1.5);
- C. certain descriptions showing as the title proper a combination of (a) the title common to the parts and (b) the title of each individual part (cf. 1.1.2.8);
- D. certain descriptions showing *component part* analysis (cf. the *Guidelines for the Application of the ISBDs to the Description of Component Parts*).

Multi-level description is based on the division of descriptive information into two or more levels. The first level contains information common to the whole or main publication. The second and subsequent levels contain information relating to the individual volume or other unit. The process is carried out for as many levels as are required to describe fully the publication and its parts.

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

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

- A. The description of physically separate units of a multi-volume publication.
- B. The description of physically separate items supplementary to, or accompanying, another publication (see 5.4.4 and 7.7).
  - e.g. Kompositionen / Theodor W. Adorno ; herausgegeben von Heinz-Klaus Metzger und Rainer Riehn. – München : Edition Text und Kritik, cop. 1980. – 2 vol. ; 31 cm  
Vol. 1: Lieder für Singstimme und Klavier. – 100 p.  
Vol. 2: Kammermusik, Chöre, Orchestrales. – 1 score (113 p.)
  - e.g. Istituzioni e monumenti dell'arte musicale italiana. – Milano : Edizioni Ricordi, 1931-1941. – 7 vol. ; 32 cm  
Vol. 7: Le sonate per tastiera / G.B. Platti ; ed. by Torre Franca. – 1941. – 280 p.
  - e.g. Das Graduale von St Katharinenthal um 1312. – [Faksimilieausgabe]. – Luzern : Faksimilie-Verlag, cop. 1980. – 626 p. : ill. ; 50 cm  
Kommentar. – Cop. 1983. – 347 p. : ill. ; 30 cm. – ISBN 3-85672-011-1

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

- e.g. Kompositionen / Theodor W. Adorno ; herausgegeben von Heinz-Klaus Metzger und Rainer Riehn. – München : Edition Text und Kritik, cop. 1980. – 2 vol. ; 31 cm  
Contents: Vol. 1. Lieder für Singstimme und Klavier.  
Vol. 2. Kammermusik, Chöre, Orchestrales

## Appendix B: Bi-directional Records

Bi-directional records are multi-script records in scripts written from left to right and scripts written from right to left.

Unless the direction of the script changes within an element, each change of script begins on a new line of the description at the appropriate margin. Prescribed punctuation is given at the start of the new element in the style required by the script, except for the prescribed point, comma or semi-colon which are given at the end of the previous element in the style required by the script (see also 0.4). Thus the point of the point, space, dash, space ( . – ) ends the previous element and the dash begins the following element on a new line at the appropriate margin.

e.g.      קו[נ]צ'רטו לנבל ומוסיקה אלקטרונית (1971) / יוסף טל.  
            = Concerto for harp and electronics (1971) / Josef Tal.  
            – תל-אביב : סנון למוסיקה ישראלית, 1980 cop

(Hebrew data transcribed first)

Concerto for harp and electronics (1971) / Josef Tal  
= קו[נ]צ'רטו לנבל ומוסיקה אלקטרונית (1971) / יוסף טל.  
– תל-אביב : סנון למוסיקה ישראלית, 1980 .cop

(English data transcribed first)

## Appendix C: List of Recommended Specific Material Designations

The following list of specific material designations appropriate to printed music, with their definitions, is recommended by the IAML Project Group on ISBD(PM) for use in English-language records based on the ISBD(PM).

The Project Group recognizes that this list is not exhaustive and that other terms similar to those set out below may be in use in particular music environments.

Score	Musical notation showing all the parts of an ensemble meant to be heard simultaneously, normally arranged one underneath the other on different staves; also the generic term for modified arrangements of notation in this form.
Chorus score	Musical notation for a work for voices and instruments that gives only the choral music in score form without the music for the instruments.
Close score	Musical notation giving all the parts on a minimum of staves, normally two.
Condensed score	Musical notation giving only the principal musical part on a minimum of staves, usually organized by instrumental sections.
Part(s)	Music printed for one or more of the performers in an ensemble.
Piano (violin, etc.) conductor part	Performance part to which cues have been added to enable the performer to function also as conductor; sometimes called "piano (violin, etc.) conductor score".
Study score	A score not primarily intended for use in performance; such scores are often issued in a reduced size ("miniature score", "pocket score").
Vocal score	Musical notation for a work for voices and instruments that gives the vocal parts in score form but the instrumental parts in a keyboard reduction.