

INTERNATIONAL STANDARD

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Information and documentation — Determination of price indexes for books and serials purchased by libraries

*Information et documentation — Détermination des indices de prix pour
les livres et les publications en série acquis par les bibliothèques*



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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

International Standard ISO 9230 was prepared by Technical Committee ISO/TC 46, *Information and documentation*, Sub-Committee SC 8, *Statistics*.

Annexes A, B and C of this International Standard are for information only.

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Introduction

The intention of this International Standard is to provide the international library community with a methodology for establishing national price indexes for the documents they acquire.

A problem well known to libraries is the difficulty of controlling the amount of funding made available annually for acquisitions.

If libraries acquired general documents, in one physical medium, solely from national sources, and had stable budgets, the problems of budget control for library documents would be simple. This is, however, not the situation. Libraries now have to cope with information of a greater variety than before, and from international sources. These developments in the information world are accompanied by general economic developments that seem to create reductions and instability in library budgets.

Under such circumstances the demand for effective library management grows, and with it the demand for tools for library management. Use of price indexes is, of course, only one element in library management practice, but one which is nevertheless necessary for relevant budget control.

It is not intended that price indexes constructed according to this methodology should in any way replace general consumer price indexes or specific indexes set up by the trade. However, it can generally be observed that indexes can normally be regarded as accurate only within a specific environment. The experience that led to the preparation of this International Standard was the difficulty in applying indexes of non-library origin to library management.

It is easy to understand the difficulties of reporting prices when one takes into consideration the international background of most library and information work, which can involve many countries and currencies.

This International Standard should, therefore, be an accepted tool for library management.

It has been necessary to apply certain limitations to this International Standard.

Printed documents, books and serials, still remain the most important items in a library acquisitions programme. The priority between these groups can differ from library to library, but they are dealt with together in this standard. It was decided to exclude from this International Standard criteria which could be used for price indexes for other types of physical media. Non-book media come in many forms, each with its own method of distribution which often differs greatly from that of the traditional book trade. This International Standard does not ignore the need to deal with these other physical media. They have, however, been excluded in order to bring this work to a conclusion.

In the future — when more experience is gained — any revision of, or addition to, this International Standard could include other physical media.

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Information and documentation — Determination of price indexes for books and serials purchased by libraries

1 Scope

This International Standard specifies a method for the determination of price indexes relating to the prices of books and serials, in printed form, purchased by libraries.

It is intended for use by the library community, primarily for the production of national price indexes.

2 Definitions

For the purpose of this International Standard, the following definitions apply.

NOTES

1 Where appropriate, existing definitions, to the sources of which reference is made, have been used.

2 Terms defined are listed alphabetically in the English and French texts. The equivalent English or French terms, as appropriate, have therefore been placed in parentheses to facilitate cross referencing.

2.1 average price: Total of the prices of all documents of a given category for a stated period, divided by the number of items.

(French term: prix moyen)

2.2 book: Non-serial printed document in codex form.

(French term: livre)

2.3 book price: Specified or recommended price of a book to the public by the publisher without discounts.

(French term: prix du livre)

NOTE 3 Sales tax, if included, should be stated.

2.4 document: Recorded information which can be treated as a unit in a documentation process, regardless of its physical form and characteristics.

[Adapted from ISO 5127-1[1]]¹⁾

(French term: document)

NOTE 4 This International Standard is only applicable to printed documents.

2.5 government publication: Document published by a public administration or its subsidiary bodies.

(French term: publication officielle)

NOTE 5 Confidential documents and documents for internal distribution are not included.

2.6 library document: Document acquired by a library in different physical media to fulfil the primary functions of the library.

(French term: document de bibliothèque)

NOTE 6 This International Standard is only applicable to printed library documents.

2.7 microform: Generic term for any form, usually film, which contains microimages.

[ISO 6196-1[2]]

(French term: microforme)

NOTE 7 This physical medium is not dealt with in this International Standard.

2.8 paperback: Book issued by a publisher in a paper cover trimmed flush with the leaves.

[BS 5408[6]]

(French term: livre broché)

1) Bibliographic references [1] to [6] are shown in annex C.