
International Standard



5122

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION • МЕЖДУНАРОДНАЯ ОРГАНИЗАЦИЯ ПО СТАНДАРТИЗАЦИИ • ORGANISATION INTERNATIONALE DE NORMALISATION

Documentation — Abstract sheets in serial publications

Documentation — Sommaires analytiques dans les publications en série

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FOREWORD

ISO (the International Organization for Standardization) is a worldwide federation of national standards institutes (ISO member bodies). The work of developing International Standards is carried out through ISO technical committees. Every member body interested in a subject for which a technical committee has been set up 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.

Draft International Standards adopted by the technical committees are circulated to the member bodies for approval before their acceptance as International Standards by the ISO Council.

International Standard ISO 5122 was developed by Technical Committee ISO/TC 46, *Documentation*, and was circulated to the member bodies in September 1977.

It has been approved by the member bodies of the following countries :

Australia	India	Poland
Austria	Iran	Romania
Belgium	Ireland	South Africa, Rep. of
Brazil	Israel	Spain
Bulgaria	Italy	Sweden
Czechoslovakia	Japan	Switzerland
Egypt, Arab Rep. of	Korea, Rep. of	USA
France	Mexico	USSR
Germany, F. R.	Netherlands	Yugoslavia
Hungary	New Zealand	

The member bodies of the following countries expressed disapproval of the document on technical grounds :

Canada
Denmark
Finland

Documentation — Abstract sheets in serial publications

0 INTRODUCTION

The abstract sheet in a periodical or other serial publication provides a detailed description of each article, giving such details as are essential for documentation work. The page is divided into blocks, each containing information about one article, arranged so that the least important details are at the head and foot of the block and can be left out when they seem superfluous. The heading of the abstract sheet provides the supplementary information necessary for obtaining the original document. The abstract sheet cannot in any way substitute for the contents page of the publication.

When the publishers prefer an abstract accompanying each article, it is recommended that the presentation be the same as for the blocks of the abstract sheet.

1 SCOPE AND FIELD OF APPLICATION

This International Standard sets out rules for the presentation of an abstract sheet in a periodical or other serial publication.

2 REFERENCES

ISO 4, *Documentation — International code for the abbreviation of titles or periodicals*.

ISO 8, *Documentation — Presentation of periodicals*.

ISO 214, *Documentation — Abstracts for publications and documentation*.

ISO/R 215, *Presentation of contributions to periodicals*.

ISO/R 639, *Symbols for languages, countries and authorities*.

ISO 690, *Documentation — Bibliographical references — Essential and supplementary elements*.

ISO 832, *Documentation — Bibliographical references — Abbreviations of typical words*.

ISO 833, *Documentation — International list of periodical title word abbreviations*.

ISO 3297, *Documentation — International standard serial numbering (ISSN)*.

3 DEFINITION

abstract sheet : A page, preferably detachable, placed at the beginning or end of every periodical or other serial publication comprising more than one contribution, and including a bibliographic description and an abstract of each contribution.

4 TEXT OF ABSTRACT SHEET

(See examples on pages 3 and 4.)

4.1 Heading

The heading shall contain the following information, which is excluded from the blocks :

- 1) title of the serial publication in bold type;
- 2) ISSN (International Standard Serial Number);
- 3) date in full of the issue;
- 4) source of the classification;
- 5) source of descriptors used in the blocks;
- 6) permission to reproduce abstract sheet(s).

4.2 Blocks

Each block shall contain the following elements, which should comply with ISO 690, presented in the order shown :

- 1) number(s) UDC or numbers of other international system of classification;
- 2) name(s) of author(s) with forename(s) (in the form in which they appear);¹⁾
- 3) [author's (authors') professional affiliations and place of work];
- 4) title and subtitle in the original language of the article;¹⁾
- 5) [translation of the title into the language of the abstract sheet];
- 6) [language in which the article was published, coded in accordance with ISO/R 639];

1) Transliterated or transcribed when necessary.