Information Standards

QUARTERLY

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Intellectual Property Rights Management in the Digital Environment: An Overview of Developments and Initiatives

by Yvonne Kidd

The increasing popularity and exponential growth of the Internet poses many difficult legal, practical, and business management issues for creators, providers and users of electronic information. A particularly thorny issue is how to disseminate information in the digital environment while respecting the rights of all interested parties.

Legislative Developments

Legislation currently before Congress has focused attention on the need to update copyright law in the digital age. H.R. 2441, sponsored by Carlos Moorhead (R-Calif.) and S. 1284, sponsored by Sen. Orrin Hatch (R-Utah) are complementary bills that attempt to craft new "rules of the road for the information superhighway." Both bills recognize the private sector's needs for copyright protection of intellectual property disseminated over the National Information Infrastructure (NII) and its global counterpart, the Global Information Infrastructure (GII). The bills would update current copyright law to account for changes in digital technology that have occurred since the law was last updated. However, the legislation has sparked a spirited debate between opposing camps of content providers and consumers.

The Creative Incentive Coalition (CIC), a broad-based industry group representing publishers, manufacturers, software developers, television stations, movie studios, and the recording industry applauds the legislation as a "clear signal to private industry that it is worthwhile to develop technology necessary to protect copyrights,"

secure in the knowledge that "anyone who tries to undercut the technology will be punished."

But the Digital Future Coalition (DFC), which represents a diverse group of library associations, consumers, distributors and creators of information, has sounded an alarm over the legislation. According to DFC, the legal regime reflected in S. 1284 and HR 2441 poses a slew of threats to their constituency. DFC says the legislation could:

— delay or prevent the emergence of new commercial technologies which "add value" to digital information by increasing copyright owners' effective control over data resources,

— frustrate competition by favoring established companies with large holdings of copyrighted works over innovative "startup" enterprises,

— invite invasion of the privacy of digital information users (including students and library patrons),

— expose on-line/internet service providers to unspecified legal liability,

— threaten the growth of new electronic educational techniques such as "distance learning" programs, and increase the gap between information "haves" and "have-nots" by creating new protections for copyright holders without providing balancing safeguards for users.

Other Initiatives

While Congress deliberates the best approach to establish public policy in this arena, numerous private-sector organizations and international consortiums are working simultaneously to develop practical and acceptable solutions to intellectual property rights management in the digital world. A conference sponsored by the Interactive Multimedia Association together with the United States

Copyright Office on March 7, 1996, provided a forum for recognized "movers and shakers" to describe their recent efforts and successes.

Association of American Publishers: Copyright Management System

Carol Risher, Vice President for Copyright and New Technology for the Association of American Publishers (AAP), described AAP's role in developing a Copyright Management System for doing business on the World Wide Web. Through its Enabling Technologies Committee, AAP began by gathering information from publishers to find out what concerns were preventing them from publishing on the Internet. AAP sought to determine what enabling technologies were needed, what technical expertise or tools or systems were perceived to be missing, and what specific concerns needed to be addressed before publishers would feel comfortable putting valuable copyrighted works on electronic networks.

In this phase of the project, AAP learned that a single Copyright Management System would not work. Rather, the diverse nature of the publishing industry demanded multiple solutions to copyright management that encompassed a combination of business approaches, legal infrastructure, and technological solutions.

In the second phase of AAP's project, each division of AAP, representing different products and markets, formed its own task force of senior publishers. Each group was tasked with identifying the key features any technology system would have to have for their type of business. During the last quarter of 1995, the Professional and Scholarly Publishing Division, the Higher Education Division, the Trade Division and the School Publishing Division began to discuss the possibility of commercial use of the network environment. Each developed a sample type of product or service and a contemplated market. They then prepared for meetings with technology vendors to discuss how those vendors could meet their needs.

AAP also formed a subcommittee to address the development of a uniform file identifier (UFI) that would identify material being made available for commerce on the net. A UFI would provide readers with the means of determining, from the file itself, whether the information is authentic (i.e., in its originally published form). It also would indicate to the reader, and to the viewer software the reader is using, the access privileges the publisher has conveyed. Six distinct privileges could be manageable in this way: display, download, print, copy into the clipboard, and save under a new name.

AAP formed another subcommittee to focus on the problem of unauthorized distribution of digital publications over the internet. This subcommittee will enlist the help of manufacturers of scanning equipment and other digitizing hardware and software to devise protections against unauthorized conversion of print to digital.

When completed, AAP's work should provide the framework around which developers can build products and services to facilitate business on the internet. AAP expects to complete its various projects in early 1996.

MIDI Manufacturers Association

Brian D. Ward, Special Counsel for the Musical Digital Interface (MIDI) Manufacturers Association, described the MIDI protocol and its applications for multimedia presentations, on-line services, and computer games.

The MIDI protocol provides a standardized and highly efficient means of conveying musical performance information as electronic data. Standard MIDI Files of commercial music offer many advantages over digitized audio in many applications. For example, MIDI files are extremely small when compared with sampled audio files from disk or CD-ROM. A typical MIDI sequence might consume less than 10 Kbytes of data per minute of sound. By contrast, high quality sampled audio files require about 10 Mbytes of data per minute of sound. MIDI's small file size means that less bandwidth is utilized in spooling data to peripherals which generate sound. MIDI's less stringent bandwidth requirements, combined with its superior audio quality, make it particularly well-suited to on-line delivery and will ensure MIDI's place as a major component of music content in the developing advanced information infrastructure.

In Japan and Europe, floppy disks of Standard MIDI Files are sold in shrink-wrapped CD jewel cases in music and computer stores for prices similar to CDs. Standard MIDI files of popular music are used for rehearsal, instruction, live performance, karaoke, and general end-user entertainment. But the mass market for MIDI files has not yet been developed in the United States, largely due to certain North American licensing issues that are being addressed. The MIDI Manufacturers Association estimates the present unrealized U.S. market for Standard MIDI File disk sales at $150-$200 million per year.

Present efforts to monitor, control and protect the content of Standard MIDI Files are very limited. One obstacle to full protection of Standard MIDI Files has been confusion about the characteristics of MIDI in relation to registration of Standard MIDI Files as works of authorship under the Copyright Act. Sequence developers have generally been unaware of how the provisions of Title 17 apply to their works, and Standard MIDI Files have not been given the same status and protection as other forms of sound recordings.

MIDI is similar to ASCII code, in that it represents the musical gestures that create sound and translates these gestures into data, instead of or in addition to making the sound directly. But, whereas ASCII, as object code, is registrable and works in ASCII format are afforded the same copyright protection as their text counterparts, MIDI works lack comparable status and protection. Consequently, many musicians and music publishers are reluctant to license and grant permission for their works to be released in MIDI format, and the development of MIDI-related markets in the United States has been severely hampered..

To address these issues, the MIDI Manufacturers Association has formed the SMF (Standard MIDI File) Licensing and Copyright Committee to work towards ensuring that MIDI recordings are registrable and protected as a form of sound recording.

IMPRIMATUR Project

Chris Barlas, Director of the IMPRIMATUR Project, described IMPRIMATUR's work on the international level. IMPRIMATUR's work is driven by an international consortium of companies and organizations involved in intellectual property trading in the multimedia environment. Coordinated by the UK Authors' Licensing and Collecting Society, IMPRIMATUR represents the interests of the creative, information user, information technology, and telecommunications industries in Europe, the USA, and Japan.

IMPRIMATUR's goal is to devise and recommend processes to protect and trade all types of intellectual property so that rights are respected at the same time that user needs are met. Because it operates across a very broad spectrum, IMPRIMATUR provides a forum for interests which have never previously been required to communicate with each other to understand each other's needs. Through building consensus among many stakeholders, IMPRIMATUR is striving to create a world of interoperable systems, similar to the modern telephone or banking system, where many separate companies can co-exist by virtue of a common infrastructure.

IMPRIMATUR also is working to develop a prototype Copyright Managed Internet server that will meet the requirements of interested parties, as expressed through the consensus building process. This is a test bed development, based on an existing tool, that aims to show that intellectual property asset management can be effected in a non-proprietary way.

The IMPRIMATUR project is organized around eight work packages:

Work Package 1 will focus on the establishment of special interest groups (SIGs) throughout Europe and America to elicit information and requirements from all sectors involved in the digital rights world. The SIGs will encompass four main areas of interest: business, legal, technical, and standards. IMPRIMATUR will act as a clearinghouse for all SIG activity.

Work Package 2 will provide a liaison to other projects, both inside and outside the European Community, that address intellectual property rights issues. Through Work Package 2, IMPRIMATUR also will produce a current awareness bulletin focusing on IPR related projects.

Work Package 3 will focus on the consensus-building process, beginning with the SIG meetings in Work Package 1 and taking information derived from those meetings to a series of international conferences. Each conference will focus on specific issues identified through the SIGs and will conclude with a series of recommendations, reports and agreements in outline. The results of these conferences will be reported to the European Commission and to the U.S. Government.

In Work Package 4, IMPRIMATUR will develop non-proprietary server tools for trading intellectual property in networks. These tools will reflect the work of the Consensus Building process.

Work Package 5 will test the electronic copyright management software developed in Work Package 4 over the Internet.

Work Package 6 will maintain contacts with and facilitate information exchange among governments, international organizations, non-governmental standards organizations and any other official organization concerned with IPR trading.

Work Package 7 will publicize IMPRIMATUR's activity through press interviews and press releases. Every year an annual report will be issued and after each conference there will be a newsletter summarizing the latest progress. A public Internet Web site already has been established in conjunction with this work package.

Altogether, the IMPRIMATUR project is scheduled to last for three years.

Digital Content Rights Management Group

Dan Duncan, Vice President of Government Relations for the Information Industry Association, described the mission and scope of work of the Digital Content Rights Management Group (DCRMG).

The Group's mission is to define and promote a set of common voluntary, open interface standards that allow different rights management systems to easily exchange and recognize digital content rights, characteristics, and transactional attributes using a fundamental, standard vocabulary to express these attributes. DCRMG's work focuses exclusively on developing a basic interface-level solution. It does not attempt to resolve or interpret related legal issues, or to duplicate or revise the work of other standards groups which may intersect with or be incorporated into the work of the DCRMG.

The DCRMG will address issues common to a wide array of data types, including text, images, sound, video, and software. It will work on an interface standard which accommodates the exercise of a wide range of property interests, including payment-related interests and usage-related permissions which may or may not have a financial component. The resulting interface standard will enforce digital content rights through primarily technological (as opposed to primarily legal or moral) means.

The common set of interface standards which DCRMG agrees upon must satisfy a number of requirements, including the following:
— Ensure that digital content rights, characteristics, and transactional attributes deemed appropriate by the rightsholder(s) remain intact with every unit of content as it is transmitted or transferred — especially between different rights management systems — and include provisions for rightsholder(s) of record to extinguish or preserve legacy rights, characteristics, and transactional information.
— Support a broad variety of rights and uses and ensure that special rights covered in one system are accommodated — not lost or erased — when content is handled by another rights management system.
— Allow for the seamless exchange and recognition of information designed to authenticate content integrity, verify the identity of rightsholders (and others with interest in a piece or pieces of content) and validate

other notary information such as digital time-stamps.
— Support a broad variety of business models and ensure that the full complexity of transaction information on the most advanced systems be accommodated on other rights management systems.
— Provide for the exchange and recognition of information from a range of payment mechanisms and interfaces.
— Provide for nested data type descriptors of content format (e.g., PICT, GIF, ASCII, MPEG, etc.) so that potential buyers of a piece of content can determine — regardless of the rights management system they are using — whether they are technically capable of making use of the content.
— Provide for tracking and reporting of all use of content to the extent that this does not conflict with any provisions for confidentiality that may exist between the parties or under law.
— Be auditable for transaction, financial, usage, and demographic data, to the extent that this does not conflict with any provisions for confidentiality that may exist between the parties or under law. The standards should allow content rightsholders, suppliers, users, advertisers, and government agencies (among others) to fairly and accurately assess what moneys are owed to whom by whom, and what rights may or may not have been conveyed.

Interactive Multimedia Association Object Registry

Mark J. Bunzel, Chairman of the Intellectual Property and Government Affairs Committee of the Interactive Multimedia Association, discussed object oriented multimedia applications and the challenges they pose for management of multimedia intellectual property.

As an example of an object oriented multimedia application, Bunzel described a program called Monterey Canyon. This program allows the user to perform a virtual deep sea exploration. As the user dives deeper, different fish and aqua life that live at various depths and temperatures are introduced. The user can "grab" a fish and examine it, dissect it, or drag it over to a Fish Field Guide to obtain more information on the fish.

New fish objects can be added to the application as developers learn the attributes of a fish object and make them available. But to work effectively, each new fish object will need to registered, to preclude a new contributing author from giving a newly-created fish object a name identical to a fish object already used in the application. The registry would also let users know that other fish objects exist that can be added to their application, in much the same way that one might shop for a new fish to add to one's home aquarium.

The object registry would need to include other information such as the multimedia assets, interapplication communication, and rights and intellectual property ownership. The registry can be the start of an object economy. The registry database also can include pricing information with distribution direct over the Internet.

<div style="text-align:right">ISQ</div>

Panel Identifies Standards Needs for the Information Superhighway

The Information Infrastructure Standards Panel (IISP) recently identified a number of additional standards necessary for the interoperability of the information superhighway, including standards for the entertainment industry. Standards needs identified by IISP to date include those for security, such as home banking and shopping, and for electronic publishing.

IISP, a broad cross-industry group that focuses on identifying standards for the information superhighway to ensure interconnectivity and interoperability, identified the standards needs at its June 18-19 meeting in Washington, D.C. IISP's members are drawn from 80 companies, organizations, and government agencies working together under the sponsorship of the American National Standards Institute (ANSI). IISP participants include AT&T, Microsoft, Xerox, IBM, MCI, the National Cable TV Association, the Federal Communications Commission, and the U.S. Department of State.

"This is a very complex challenge," said Oliver Smoot, chairman of IISP and executive vice president of the Information Technology Industry Council. "We are trying to identify standards needs at a time when the landscape is in constant flux. Industries are converging, new products and services are evolving and old paradigms often don't fit. But that's exactly why this work is so important."

In addition to technical details, IISP's meeting agenda addressed areas such as human factors and ergonomics and how to make information superhighway products and services more user friendly and accessible. Protecting personal financial or credit card information was also addressed. A draft report of available and emerging security standards will soon be released by IISP. Various aspects of electronic commerce were also discussed. Separately, the meeting included presentations from four different international organizations that focused on global interoperability.

An IISP Cross-Industry Working Group has developed a number of scenarios or models focusing on the interconnectivity of different services and networks in providing services to the premises. They have likewise developed a cross-industry matrix identifying the standards and specification development organizations in the different scenarios.

To date, IISP has identified more than 40 standards needs. At this meeting, a queue of over 50 additional standards needs in draft form was reviewed and 34 needs were approved. These will be released to standards organizations for their review and assistance in identifying where standards efforts exist, or will be required. The needs approved were in the interface areas of application to device, application to network and application to application.

Information on IISP, including membership and meeting schedules, as well as standards needs identified so far, may be obtained by logging on to the IISP World Wide Web site (http://www.ansi.org/iisp/iisphome.html); or by contacting R.M. Chick Hayden at (212) 642-4920, e-mail: chayden@ansi.org; or Peter Lefkin at (212) 642-4979, e-mail: plefkin@ansi.org. The next meeting of the panel is scheduled for August 21-22, 1996 at the Embassy Suites Hotel in Alexandria, Va.

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Report on the 1996 TC 46 Meeting Week

A delegation of NISO representatives attended the 1996 Meeting Week of Technical Committee 46 (TC46) from May 7-10 in Oslo, Norway. TC46 develops international standards for information and documentation and is NISO's counterpart in the International Standards Organization (ISO). The Meeting Week was organized by Rolf Dahlo of the Norwegian Library Service.

The following persons represented the U.S. at the 1996 TC 46 Meeting Week: Sally McCallum, Library of Congress; Pat Harris, NISO; Sally Grauer, Library Binding Institute; Paul Parisi, Acme Bookbinding Company; Albert Simmonds, Reed Reference Publishing.

This article provides an overview of the meeting's deliberations and actions. For those readers who are unfamiliar with the subject matter and organization of TC46, here is a translation of the article's abbreviations.

ISO TC46 AG — ISO Technical Committee 46 Advisory Group
JTC — Joint Technical Committee
SC3, SC4, etc. — Subcommittee 3, Subcommittee 4, etc.
WG1, WG2, etc. — Working Group 1, Working Group 2, etc.
CS — Central Secretariat
CD, WD, DIS — Committee Draft, Working Draft, Draft International Standard
AHG — Ad Hoc Group

ISO TC46 Advisory Group

The ISO/TC46 Advisory Group met on May 7, 1996. The AG principally sets administrative policy for TC46, although it also supports the SCs and WGs in standards activities.

Key issues discussed at this meeting included the following:

- The ICA (International Council on Archives) requested liaison status to the AG, stimulating a discussion of the role of liaisons in particular and the AG in general. The ICA has focused on participating in TC46 through the AG as a means of influencing the standards program of work, while the AG has been more active

in administering TC46 and acting on requests that originate in the SCs. A small subcommittee was organized to consider the composition of the AG, especially the need for liaisons, the number of elected members, and the status of SC chairs and secretariats to the group.

- The Canadian delegates raised concerns about the ISO publication policies, which they believe inhibit timely publication and wide distribution of standards. They asked the AG to consider and discuss with ISO:
  — Concerns about the policy on copyright of standards, which inhibits electronic dissemination without charge.
  — The high prices that continue to be charged for standards despite reductions in publication expenses that have been realized by increasing use of computer files and camera-ready copy.
  — The continuing policy of requiring French translations, which complicates the editorial process and interferes with timely publication of standards.

- The French delegates presented the new structure they developed for national work corresponding to the scope of TC46. They have moved the Library and Documentation (L&D) work from a close alliance with the Information Technology (IT) sector to the electronic data interchange (EDI) sector. The rationale was that the IT concentration on more basic technical standards gave L&D little voice, whereas EDI is a technical applications group that should offer L&D improved opportunities for participation.

- Five Australian national standards dealing with records management were introduced for comment and possible processing via fast track in TC46.

- Verina Horsnell, the chair of TC46, reported on progress made in the Basic Semantic Repository (BSR) work. When completed., the BSR will provide an internationally agreed database for users in industry and for developers of software for a wide range of applications, including EDI and electronic commerce. A BSR management committee, which includes representatives of ISO (the International Standards Organization), the UN/ECE (United Nations Economic Commission for Europe), and the IEC (International Electrotechnical Commission), will coordinate this work. The chair of SC4/WG7, Janifer Gatenby, will represent TC46 and monitor the activity.

Reported by:
Sally McCullum, Library of Congress

TC46/SC4/WG7, Data Elements

The Working Group responsible for data element directories, TC46/SC4/WG7, met on Monday, May 6, 1996. Delegates from Australia, France, Germany, Italy, Japan, the Russian Federation, the U.K., and the U.S.A. attended the meeting.

Work Items Under Consideration

ISO 8459 - 4, Bibliographic Data Element Directory, Circulation
The working group considered the following documents: committee draft (N110 and corrected text of revised section 7 N110 -1), the 8459-4 balloting report (N115) and 8459-4 - Revised elements; discussion paper (N116). The working group convener, Ms. Janifer Gatenby, was asked to incorporate agreed-to changes and minor editorial changes by June 30, 1996 for delivery to the SC4 secretariat for distribution as a draft international standard.

ISO 8459 - 6, Cataloging Data Elements
The following documents were tabled for discussion: N114, ISO WD 8459 Part 6, Cataloguing Data Elements Draft Section A1.

N117, ISO WD 8459 Part 6, Cataloguing Data Elements Draft Section 4.
An attempt has been made to identify the cataloguing data elements and transactions that would be exchanged between systems. Sections 4 and A1 were submitted for discussion so that the approach could be confirmed, or modified or rejected, before work commenced on the other sections, which are derivative.

Working group members were invited to study these documents, with particular attention to:
- completeness and accuracy of the data elements in section 4
- completeness and accuracy of the transaction list in A1
- validity of the group elements in section 4
- suggestions as to the mandatory and optional data elements that are applicable for each transaction.

Some changes that had been agreed to for ISO 8459-4 (Circulation data elements) would apply to common data elements in section 6. Therefore, the committee asked Ms. Gatenby to reissue the working draft, together with an explanatory document requesting comments. The document is to be issued before July 31, 1996 and comments are to be forwarded to Ms. Gatenby before October 31, 1996. A complete working draft of Part 6 will be completed by December 1996 for distribution prior to the next meeting in London, May 1997.

Basic Semantic Repository
Denis Hill addressed the meeting on behalf of JTC 1/SC 14 (Data Element Principles) and gave a status report on the Basic Semantic Repository (BSR). The first edition of the BSR will be released in September 1996 and will include purchase order, invoice, delivery schedule and dispatch advice. It incorporates approximately 600 concepts that reduce to about 400 BSUs (basic semantic units). There will be five production runs, entailing an estimated 2,500 BSUs. The project completion date is December 1997. Ms. Gatenby has agreed to represent TC46 on the Basic Semantic Repository and to

participate in the review process. The Basic Semantic Repository is following the principles as published in ISO 11179.

Resolutions

WG7 made the following resolutions:

1 WG7 requests the Secretariat of SC4 to circulate ISO 8459 (Information and Documentation — Bibliographic Data Element Directory — Part 4 — Circulation Data Elements) as a Draft International Standard following incorporation of changes agreed to at the meeting of WG7 on May 6, 1996.

2. Ms. Gatenby will compile a complete working draft of ISO 8459 (Information and Documentation — Bibliographic Data Element Directory — Part 6 — Cataloguing Data Elements) for distribution by December 1996. This will be discussed at the next WG7 meeting in London, during the week of May 11-16, 1997

Next Meeting

SC 4/WG 7 agreed that a further meeting is needed to discuss the DIS ballot of 8459-4, Circulation data elements, and the working draft of 8459-6, Cataloging data elements. The WG will request to meet in the early part of the next regularly scheduled TC46 meeting, which will be held in London May 11-16, 1997.

Reported by:
Sally McCullum, Library of Congress

TC46/SC8,
Statistics

TC46/SC 8 met on May 6, 1996. SC 8 is responsible for standardization of practices relating to the collection of library and publishing statistics. The SC monitors three ISO standards: ISO 2789:1991 International library statistics; ISO 9230:1991 Determination of price indexes for books and serials purchased by libraries; and, ISO 9707 Statistics on the production and distribution of books, newspapers, periodicals and electronic publications.

The meeting was attended by delegates from: Denmark, United Kingdom, USA, Norway, Italy, Japan, Sweden, Germany, Russia, Finland, France.

Actions

Due to the absence of the SC 8 chairman, Alan Mac Dougal, Geoffrey Ford (UK) was appointed interim chair of SC 8.

Mr Ford reported that thirteen (of fourteen) SC 8 P-members had approved CD 11620 Library Performance Indicators. The document was therefore approved for ballot as a DIS. It is hoped that the DIS will be available for ballot in September 1996.

Italy, U.K. and Germany reported on national activities related to statistics. The ISO 2789: 1991 has been

translated into Italian and will be published by UNI (the Italian national standards organization). Work is now commencing to prepare an Italian translation of the Library Performance Indicators (CD 11620) standard. Both Italy and the UK reported on the EQLIPSE project sponsored by the European Union. The scope of this activity is to create an operative tool based on performance indicators. It is hoped the libraries using this tool will be able to increase the quality of their services and optimize the distribution of tasks between employees. EQLIPSE will conclude in 1997 In the UK it was reported that a number of public libraries have been conducting pilot surveys of user satisfaction as part of an initiative to introduce a national standard survey on library services.

The secretariat of SC 8 reported that the three standards monitored by SC 8 are now undergoing their regular five year review. An informal poll of the delegates attending the meeting revealed that many SC 8 members support revising the standards. The revision activity will probably begin in 1997

It was agreed that the next meeting of SC 8 will be held in conjunction with the TC 46 Plenary Meeting to be held the week of May 11-16, London.

Reported by:
Patricia Harris, NISO

TC46/SC9,
Presentation, Identification
and Description of Documents

TC46/SC9 met on May 8-9, 1996. The meeting was attended by delegates from Australia, Denmark, Finland, France, Germany, Italy, Japan, Korea, Mongolia, Poland, the Russian Federation, Slovenia, Sweden, the United Kingdom, and the United States. Three liaison organizations also were represented: the ISSN International Centre, the International Federation of the Phonographic Industry, and the International Confederation of Authors and Composers.

SC9's work focuses on bibliographic and related information such as standard item numbers, references, title leaves, document presentation standards, and microfiche headers. SC9 is not organized into working groups as are several other TC46 subcommittees. Instead, it appoints an editor for a project and forms ad hoc working groups which oversee the consideration of ballots in plenary sessions.

Highlights of the SC9 meeting include the following:

• The DIS ballot comments on ISO/DIS 3297, International Standard Serial Number (ISSN), were considered. The standard as modified at the meeting was advanced to its final ISO ballot stage, FDIS (final draft international standard).

• ISO/DIS 690-2, Electronic documents or parts thereof, had been revised according to DIS ballot comments prior to the meeting. The revisions, including the revised test, were approved for the FDIS ballot stage.

- An amendment to ISO 10957, International Standard Music Number (ISMN), relating to the method of calculating the ISMN check digits, was introduced, approved into the SC9 work program, and progressed immediately to the DIS ballot stage (the penultimate approval ballot). It is expected to be balloted in late 1996.
- SC9 conducted a survey of the use of the BIBLID (ISO 9115:1987) in the first quarter of 1996, and was not able to identify any users. It was agreed that SC9 would initiate procedures to withdraw the BIBLID standard. The SC9 members urged the U.S. to submit the revised and approved Serial Item Contribution Identifier (SICI) standard (ANSI/NISO Z39.56) for international adoption via the ISO fast track procedures.
- A report was presented on the expanding use of the ISRC (International Standard Recording Code). More than 4,000 companies have registered with the registration authority, IFPI (International Federation of the Phonographic Industry). It was reported that implementation of the ISRC varies throughout the recording world. In Japan, more than 80% of producers are using the ISRC. With the exception of South Africa, no African producers are using the ISRC as yet. In North America and Europe, the ISRC covers about 30% of the recording repertoire.

  Two related standards are being developed by the industry. One will standardize the recording file format for the information transmitted between the recording agency and the rights holders. The other will provide specifications for embedding signals into the recording itself.
- Mr. Dominique Yon reported for CISAC (International Confederation of Authors and Composers), an A-liaison to SC9. Mr. Yon explained that CISAC's membership consists of 158 societies representing the intellectual property rights of creators in 86 countries. Its role is to contribute to the administration and protection of those rights by its member societies. CISAC's member societies collected royalties amounting to $5 billion in 1995.

  CISAC has developed proposals for standard identifier systems for works of intellectual property to assist in the administration of rights. One system would identify "creations", including musical, audio/visual, graphic and literary works. A second system would cover the "interested parties" that are involved in the ownership or use of the intellectual property rights to a creation (e.g., composers, authors, directors, publishers, libraries, record companies, etc.) The third system would identify agreements which link the interested parties to the creations.

  Mr. Yon presented these proposed systems to SC9 as potential new work items with details provided in document N 217. CISAC proposed two components of the system as new standard numbering projects for ISO/TC46/SC9: an International Standard Work Code (ISWC) for the identification of intellectual properties, and an International Standard Audiovisual Number (ISAN) for the identification of audiovisual works. The Secretariat will help to prepare CISAC's ISWC and ISAN documents for voting as ISO New Work Item proposals.

Chairperson of TC46/SC9

Ralph Manning announced that this was his last meeting as Chairperson of ISO/TC 46 SC 9. The SC 9 Secretariat will issue a nomination for a new Chairperson for approval by the membership.

Approval of Resolutions

The following resolutions were approved:

1. That NWI 10957 — Amendment to ISO 10957, Information and documentation — International Standard Music Number (ISMN), as stated in document N 216, be accepted into the program of work for ISO/TC 46/SC 9.
2. That the text of the draft amendment to ISO 10957, Information and documentation — International Standard Music Number (ISMN), as agreed at this meeting, be registered and distributed for voting at the DIS stage by September 1996.
3. The SC 9 Secretariat shall initiate procedures to withdraw ISO 9115, Documentation — Bibliographic identification (BIBLID) of contributions in serials and books.
4. Work Item 10445, Information and Documentation — Preparation of manuscripts, including counterscripts, should be cancelled as a DIS and withdrawn from the program of work.
5. The SC9 Secretariat shall postpone the cancellation of WI 11015, Information and Documentation — Abbreviations of typical bibliographic terms, pending the results of further investigation by the Russian State Library into the feasibility of continuing this project in the form of an internationally accessible data base of abbreviations for bibliographic terms.
6. DIS 3297, Information and documentation — International standard serial numbering (ISSN), as modified by the decisions of the meeting, shall be advanced to the FDIS stage for voting.
7. The revised text of DIS 690-2, Information and documentation — Bibliographic reference — Electronic documents or parts thereof (as shown in N 219, Annex A and modified by the decisions of the meeting) shall be published as ISO 690-2.
8. The next meeting of SC 9 shall be held in conjunction with the 1997 TC 46 plenary meeting in London, May 11-16, 1997.

SC 9 also approved two resolutions of appreciation, one to Ralph Manning for his excellent work as its Chairperson since 1990 and for seven years of efficient and productive meetings under his guidance, and the other to Rolf Dahlo, the Riksbibliotecktjenesten and NSF for their hospitality as hosts of the 1996 meeting week.

Reported by:
Sally McCullum, Library of Congress

TC46/SC10,
Physical Keeping of Documents

TC46/SC10 met on May 10, 1996. The meeting was attended by delegates from Canada, Denmark, Finland, France, Germany, Italy, Mongolia, Norway, Poland, the Russian Federation, Sweden, Thailand and the United States.

Actions
SC10 appointed a drafting committee consisting of Sally Grauer, Poul Steen Larsen, and Catherine Mattenet.

Reports
The secretariat reported that the number of participating members has increased by one, with the addition of the Czech Republic.

Ralph Manning, the IFLA (International Federation of Library Associations) liaison, reported that he hopes to revitalize the cooperation between TC 46 and IFLA by writing about TC 46 and SC 10 activities for IFLA members.

WG 1 reported progress on one work item, Archival boards. WG1 will meet later in 1996 to review the test.

WG 2 reported on project 11798, Permanence of writing, printing and copying media on paper documents — Requirements and testing methods. Marie Louise Samuelson, the project leader, described the difficulties in measuring optical density, as the densitometer that is in most common use does not work according to the relevant ISO standard, ISO 5. A CD is nearly ready for ballot, and was allocated document number N 115. The ballot closing date will be September 30, 1996.

WG 3 reported that no further work had been done on project 11799 (Storage Requirements) pending the outcome of the CD 11799 ballot.

WG 4 reported that it had reached agreement on a CD for project 14416 and that a French translation was nearly finished. The text of CD 14416 was given to the Secretariat, and it was allocated document number N 117. CD 11800 (Binding) had been registered for DIS vote and sent to ISO/CS. The final English text shall be sent to all SC 10 members so that they can begin reviewing the document prior to the DIS ballot.

SC10, Standards in Preparation
The following standards are in preparation:
- ISO/DIS 11108, Archival paper requirements for permanence and durability. A DIS ballot has been conducted and a clear majority have approved it for acceptance as an ISO standard. The text is ready to be sent to ISO/CS for publication. The finalized text will be circulated as document N 109.
- ISO/WD 11798, Permanence of writing, printing and copying media on paper documents — Requirements and testing methods. A CD is nearly ready for ballot, and has been allocated document number N 115. The ballot closing date will be September 30, 1996.

- ISO/CD 11799, Document storage requirements. Consensus has not yet been reached on this document. It was decided that a second CD would be drafted and ready by early December, 1996 and that the results of a ballot shall be circulated before the May 1997 meeting in London.
- DIS 11800, Recommendations for binding materials and binding practices. N104 now complies with all suggestions made.
- IS/WD 14416, Requirements for binding of books, periodicals, serials and other paper documents for library and archival use — Methods and materials. The ballot period will be extended to four months, ending October 1, 1996.

New Work Item Proposals
Sweden proposed a new work item for Archives boxes and file covers for paper documents. Following discussion, the Chairman concluded that support for the new work item was likely but that any decision on the allocation of the project should be deferred until the ballot results were known.

Resolutions
SC 10 adopted the following resolutions:
1. SC 10 resolves to change the title of IS/WD 11798 to: "Information and documentation — Permanence of writing, printing and copying on paper documents — Requirements and testing methods."
2. The SC 10 secretariat is instructed, at the request of the German delegation to the SC 10 meeting, to extend the ballot period for CD 14416 to four (4) months, ending October 1996.
3. SC 10 instructs the secretariat to renew the invitation to P-members and A-liaison members to appoint experts to join WG 3 when it reconvenes in September-October 1996.
4. CD 11799 is returned to WG 3, which is instructed to address all comments and prepare a second CD for the secretariat by December 1, 1996.
5. SC 10 resolves to make N111 a basis for WG 5 work, and amends the title to "Information and Documentation — Requirements for storage and preservation of sound media, cine media, video media, and other related media." It instructs WG 5 to describe the scope of its work at an early stage and report back to SC 10. SC 10 asks the Russian member body to nominate a WG convener for the work described.
6. SC 10 extends its appreciation to Chairman Rolf Dahlo and the Norwegian hosts for their hospitality and the great work done for the 1996 meeting in Oslo.

Next Meeting
The next meeting of SC 10 will be held the week of May 11-16, 1997 at BSI in London.

Reported by:
Sally Grauer, Library Binding Institute

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NISO NEWS AND NOTES

NISO Balloting Calendar

April 1996

Z39.14-199x Guidelines for Abstracts (Revision of Z39.14-1979, Writing Abstracts)

DIS 3166-1 Country Codes

June 1996

DIS 23950 Information Retrieval (ANSI/NISO Z39.50-1995) (ISO adoption of the NISO standard)

July 1996

Z39.75-199x New standard: Alphabetical Arrangement of Letters and the Sorting of Numerals and Other Symbols

CD 14416 Requirements for binding of books, periodicals, serials, and other paper document for archive and library use: methods and materials

August 1996

Z39.41-199x Printed Information on Spines

(Revision of Z39.41-1990)

CD 11798 Permanence of writing, printing and copying on paper: requirements and methods

October 1996

Z39.71-199x Holdings Statement for Bibliographic Items

NISO Meeting Calendar

July 1996

7/5 SC AJ- Downloading, New York, NY

7/8 AVIAC, New York, NY

October

10/2-4 Z39.50 Implementors Group ZIG Frankfurt

10/16 World Standards Day

10/22 NISO Annual meeting and program Baltimore

10/22 NISO Board of Directors Baltimore

November

10/15 Standards Development Committee Washington, DC

Balloting Report

Z39.56-199x Serial Item and Contribution Identifier (a revision of Z39.56-1991)

Ballot period:
Total ballots returned: 38

- 24 Yes
- 11 Yes with comment (ALA, ASIS, AJL, Elsevier, LC, Medical LA, NAL, NLM, STC, U.S. Dept. of Energy/OSTI)
- 0 No
- 3 Abstain (CASPR, Lexis/Nexis, Ohionet)
- 2 Comments from interested parties (Kluwer, SISAC)

Status: The standard was approved. It will be published in October 1996 by NISO Press.

Z39.14 -199x Guidelines for Abstracts (a revision of Z39.14-1979)

Ballot period: April 30-July 31, 1996
Results:

- 29 Total ballots returned
- 18 Yes
- 9 Yes with comment (ALA, ASIS, ATLA, Medical LA, NAL, NLM, DTIC, STC, U.S. Dept. of Energy/OSTI
- 0 No
- 1 Abstain (Ohionet)
- 2 Comments from interested parties (H. Wellisch, P. Cochrane)

Status: The standard is approved. The comments will be forwarded to the Standards Committee for review prior to publication.

Z39.23-199x Standard Technical Report Number (a revision of Z39.23-1990)

Ballot period: March 23-June 28, 1996
Results:

- 37 Total ballots returned
- 29 Yes
- 5 Yes with comment (ALA, Medical LA, NAL, SLA, DTIC
- 0 No
- 3 Abstain (Amoco, Ebsco, NLM)
- 1 Comments from interested parties (NTIS)

Status: The standard is approved. The comments will be forwarded to the Standards Committee for review prior to publication.

Standards Out-for-Review

Z39.75-199x Alphanumeric Arrangement

A newly revised edition of the proposed standard for Alphabetical Arrangement of Letters and Sorting of Numerals and Other Symbols (ANSI/NISO Z39.75-199x) has been released for ballot and review July 1-September 30, 1996. This proposed new NISO standard provides rules for the alphabetical arrangement of headings in lists of all kinds, such as bibliographies, indexes,

dictionaries, directories, inventories, etc. It also covers the sorting of numbers written in Arabic or Roman numerals, and other symbols. The standard is based on the traditional order of letters in the English alphabet and that of numerals in ascending order. Numerous examples explain each rule and a comprehensive example shows all of the rules "in action."

This proposed standard was developed by NISO Standards Committee AK, chaired by Dr. Hans Wellisch (University of Maryland, Emeritus); members of the committee include: Ruth Christ (University of Iowa); Jessica Milstead (The JELEM Company); Don Riseborough (R. R. Bowker); Albert Simmonds (R. R. Bowker).

The draft standard is available from NISO Press.

Spine Titles Revised

The NISO standard which explains how information is to be formatted on the spines of printed bindings, covers, or containers that enclose information products has been revised and is now out for ballot. Last issued in 1990 this revised edition includes more illustrations to identify clearly where the information should be placed. This revision was prepared by Norma Hendrickson, Special Materials Cataloging Division, Library of Congress. Balloting on Z39.41-199x, Printed Information on Spines closes November 15, 1996. The draft standard is available from NISO Press.

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International Update

International Standards Under Review

Copies of proposed international standards are available from the NISO office on request.

Country codes (ISO DIS 3166-1)

DIS 3166-1, the revision of the 4th edition of the ISO country codes standard, (ISO 3166:1993), is being circulated for review and ballot April 25-September 25, 1996. This standard provides universally applicable coded representations of names of countries, (current and non-current), dependencies, and other area of particular geopolitical interest and their subdivisions. The new revision incorporates all of the changes agreed to since 1993. The standard is based on names of countries obtained from the United Nations. The standard gives a two-and three-letter alphabetic code and a 3-digit numeric code. The principal U.S. representative to this activity is William Moyers, Caterpillar.

Information Retrieval

DIS 23950, the international adoption of ANSI/NISO Z39.50-1995 is being balloted June 13-November 13, 1996 under the ISO Fast Track Procedures. Under the Fast Track rules a proposed standard goes immediately to the penultimate ballot (DIS: Draft International Standard). As a Fast Track document it is intended to be adopted without change.

Binding Requirements

CD 14416, "Requirements for binding of books, periodicals, serials, and other paper document for archive and library use: methods and materials," is being circulated for Committee Draft (CD) ballot from June 28-September 6, 1996. It was developed by TC46/SC 10 WG 4 chaired by Poul Steen Larsen, Denmark. NISO representatives that have contributed to the development of this draft include Sally Grauer, Barclay Ogden, Deborah McKern, and Paul Parisi.

Paper Permanence

CD 11798 "Permanence of writing, printing and copying on paper Requirements and methods" is being circulated for CD ballot until September 16, 1996. This draft international standard was developed by SC 10 WG 2 chaired by project leader Marie Louise Samuelsson of Sweden.

The Microsoft Manual of Style for Technical Publications (Paper and electronic)

Originally designed as the style guide for writers and editors at Microsoft, this guide provides commonsense guidance on style and usage for anyone writing about computers and information technology. Includes details on the correct and consistent use of terminology, abbreviations and acronyms, and punctuation; advice on bias-free writing; what to consider when writing for an international audience; design and interface elements, such as code formatting conventions, preparing lists and tables, are also covered. Each entry explains what to do and why, with examples of correct and incorrect usage. Entries are cross-referenced; an index makes the information easy-to-find. The 3.5" diskette includes the entire manual of Style as a Windows 95 help file.

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NISO People

Albert Simmonds, the Voting Representative to NISO from Reed Reference Publishing, has been elected chair of the Book Industry Systems Advisory Committee (BISAC). Simmonds is responsible for all of the standardization activities at Reed including the ISBN Agency. Simmonds replaces Jeffrey Blumenthal (Follett's voting representative to NISO) whose term as BISAC chair ended in May. Connie "CJ" Bibus, the Society for Technical Communication's voting representative to NISO has been named an STC Associate Fellow "for significant contributions to the profession as a writer, instructor, leader, and dedicated service to the STC." Also named an STC Fellow was Annette Reilly; Reilly was the STC President 1993-94 and distinguished herself as a member of the NISO Standards Committee that revised the NISO standard for Scientific and Technical Reports, Z39.18.

NISO Welcomes its Newest Voting Representatives

Hope Barton has replaced Katherine Hughes as the Medical Library Association's voting representative to NISO. Hope is with the University of Iowa, Hardin Library. Replacing Blake Ratcliffe as UMI's voting representative to NISO is Todd Fegan responsible for Electronic Marketing at UMI.

Anita Anker Branin at MINITEX is handing over the reins as voting rep to Boone. Welome !! Gopalakrishnan Nair, also known as "Gopi", is the new DTIC (Defense Technical Information Center, representative to NISO; Gopi replaces Claire Tozier Carl Grant has replaced James Michael (now retired) as Data Research Associates' s alternate Voting Rep to NISO.

NISO Elects New Members to Board of Directors

The National Information Standards Organization has elected its Board of Directors for the 1996—1999 term, effective July 1, 1996.

Beverly P. Lynch is NISO's newest board member, representing libraries. She is a professor in the Graduate School of Education & Information Studies and former Dean of the Graduate School of Library and Information Science, UCLA. Her professional experience includes positions as Executive Secretary of the Association of College and Research Libraries (ACRL), and University Librarian and Professor at the University of Illinois at Chicago.

At ACRL, Dr. Lynch directed the revisions of the Standards for College Libraries and Community College Libraries, and the development of the first statement of Standards of University Libraries. At the University of Illinois at Chicago, Dr. Lynch developed what originally was designed to serve only as an undergraduate library into a major research library which was admitted to membership in the Association of Research Libraries in 1989.

Dr Lynch served as ALA President from 1985-96 and has completed a four-year term on the ALA International Relations Committee, which she chaired in 1991-1992 and 1993-1994. She also wrote the Standards for University Libraries which was adopted by the International Federation of Library Associations and Institutions (IFLA). In 1992-93 she received an Indo-U.S. Fellowship award to continue her work on international standards for university libraries in India.

"As the official U.S. Technical Advisory Group to ISO TC 46, NISO plays a key role in creating and maintaining standards which ensure interoperability and high quality information and documentation products and services," said Dr. Lynch. "As NISO's new Director for Libraries, I will support and promote NISO's work with TC 46 in the development of standards of practices relating to libraries, documentation and information centers, indexing and abstracting services, archives, information science, and publishing. I will also work with NISO to influence the development and maintenance of standards through an open, consensus-based process," Dr. Lynch said.

Donald J. Muccino, Executive Vice President and Chief Operating Officer of OCLC, Inc., has been elected to a second three-year term representing information services. As the former Vice President of Information Services of OCLC, Mr. Muccino was responsible for directing the research, development and operation of OCLC's hardware and software systems. He has also held positions with B.F. Goodrich and General Tire and Rubber Company, where he worked in the areas of computer operations, programming, and systems support. Mr Muccino currently serves on the Sprint Business User's Advisory Committee.

Robert Badger, Manager, Electronic Media and Project Manager for Red Sage, Springer Verlag, New York, NY, has been elected to a second three-year term representing publishing. One of Dr. Badger's principal responsibilities at Springer-Verlag is to develop Springer's electronic journal project, a joint venture with Bell Labs and the University of California, San Francisco. His previous experience includes a position with Wiley & Sons as a chemistry editor as well as positions in marketing and new technology development.

Continuing to serve on the NISO board are Chairman Michael J. McGill (University of Michigan Medical Center), Vice Chair/Treasurer Joel H. Baron (Dawson Holdings PLC), Michael J. Mellinger (Data Research Associates, Inc.), Vinod Chachra (VTLS Inc.), Elizabeth Bole Eddison (Inmagic, Inc.), Marjorie Hlava (Access Innovations, Inc.), Nolan F. Pope (University of Wisconsin-Madison), Lennie Stovel (Research Libraries Group), Howard Turtle (West Publishing).

Emery Koltay, David Whitaker Named NISO Fellows

Emery Koltay and David Whitaker have been named NISO Fellows in recognition of their work to design, promote and implement the International Standard Book Numbering (ISBN) standard (ISO 2108, ANSI/NISO Z39.21).

Emery Koltay has served as the director of the U.S. Maintenance Agency for the ISBN for more than twenty years and has been a tireless promoter of the ISBN in the U.S. and internationally. He retired from R. R. Bowker in June 1996.

David Whitaker is regarded as the "Father of the ISBN" and was largely responsible for the design and introduction of the standard in the 1960s. Whitaker has continued to be an outspoken advocate for the ISBN.

The ISBN plays an essential role in the book trade by enabling booksellers to quickly locate a specific title out of a total inventory of 500,000 titles and the more than

60,000 titles which are added to that inventory every year The ISBN identifies a book title, or edition of that title, and is unique to that title or edition. It also identifies the country or language in which the book is published, as well as the book publisher. Once allocated, an ISBN may not be changed or reallocated. It is used in more than 100 countries.

The NISO Fellow Award honors individuals that have made outstanding contributions to standards development. The award consists of a framed certificate. Past recipients of the award include: Henriette Avram, Patricia W. Berger, James Michael, Jerrold Orne, Robert Frase, and James Wood.

NISO Schedules
Annual Business Meeting

The NISO annual business meeting will be held October 22, 1996, 10:30 AM – 12 noon, at the Renaissance Harborplace Hotel, Baltimore, Maryland, in conjunction with the annual meeting of the American Society for Information Science (ASIS) The meeting will feature a report on NISO activities and an update on NISO standards developments. Following the business meeting there will be a panel discussion on meta data standards Speakers will report on meta data development efforts in the areas of imaging, spatial data, and the Dublin Core effort, an activity being sponsored by OCLC to develop a core set of meta data elements for describing electronic resources.

There is no charge to attend the NISO meeting. For more details on the program, contact the NISO office, telephone: 301-654-2512.

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IN-SEARCH-OF
STANDARDS
PROPOSALS

Do you have an idea for a new standard? The NISO Standards Development Committee is actively soliciting proposals for new NISO standards. What standards would you like to see NISO working on? We welcome your suggestions.

(For more details, please see the questionnaire on page 15)

Standards Status: July 1, 1996

This is a capsule status report on each active NISO committee or new standard-in-development.

To learn more about each activity, contact the NISO office or visit the NISO web site at: www.NISO.org.

This list does not include current, approved standards not being revised.

Status	Standard or Committee	
Resolution	Z39.4-199x	Guidelines for Indexes and Related Information Retrieval Devices (Revision of Z39.4-1984)
Publication	Z39.7-199x	Library Statistics
Publication	Z39.14-1979 (R1986)	Writing Abstracts (SCAG)
Revision	Z39.20-199x	Revision of Z39.20-1983, Criteria for Price Indexes for Library Materials
Publication	Z39.23-1990	Revision of Z39.23-1990 (STRN) (SC AN)
Development	Z39.26-1981	Advertising of Micropublications
Development	Z39.29-199x	Bibliographic References
Publication	Z39.56-1991	Revision of Z39.56-1991 (SICI) SCAM
Development	Z39.63-1989	Interlibrary Loan Data Elements
SDC Review	Z39.69-199x	Patron Record Data Elements
SDC Review	Z39.70-199x	Format for Circulation Transactions
Development	Z39.71-199x	Holdings Statements for Bibliographic Items (SC AL)
SDC Review	Z39.72-199x	Format for Submission of Data for Multimedia CD-ROM Mastering (SCAE)
Publication	Z39.76-199x	Data Elements for Binding of Library Materials
Resolution	NISO/ANSI/ISO 3166	Country Codes
Development	SCMM	Env. Conditions for the Exhibition of Library... Materials
Development	SCSS	Preservation Product Information
Development	SCZZ	Library Binding
Development	SCAJ	Format for Downloading Records from Bibliographic and Abstracting Indexing Databases
Ballot	SCAK	Sorting of Alphanumeric Characters and Other Symbols
Formation	SCAO	Title Pages of Conference Proceedings

DO YOU HAVE AN IDEA FOR A NEW NISO STANDARD?

Do you have an idea for a new NISO standard? We would like to hear from you! Please tell us more by responding to the following questions. Your proposal will be reviewed and evaluated by the NISO Standards Development Committee. You can reply via e-mail by sending your proposal to nisohq@cni.org or fax your proposal to the NISO office, fax 301-654-1721.

1. **TITLE OF THE PROJECT:** The title should be descriptive of the project to be developed.

2. **PROPOSER**: The organization or individual submitting the proposal. Give your address, telephone, fax and e-mail address, and organizational affiliation.

3. **JUSTIFICATION**: Identify the need for the project and problems which the project will address. Who cares about this work?

4. **PROJECT DESCRIPTION**: Describe the scope and application of the proposed standard. Identify potential implementors of the proposed standard and describe the available resources — individuals and organizations — with expertise in the subject matter. Evaluate the investment in time, money, and talent required to develop the proposal into an American National Standard. If you have a first draft or an outline, please sent it too. We need to know as much as possible about your suggestion.

5. **IMPLEMENTATION**: Examine the impact of users moving from existing practices to the proposed new standard. What proportion of the user community will be motivated to use this standard? Identify any anticipated incompatibilities with existing practices. Is there a deadline for this work, beyond which this standard would be "too late"?

6. **CLOSELY RELATED STANDARDS ACTIVITIES**: Are there existing NISO standards, international standards, and standards developed by other groups in the U.S. that are related or would be affected by the proposed project? Would it be beneficial to have a liaison with other groups during the development of the standard?

7. **PROPOSED COMMITTEE MEMBERSHIP**: Which NISO members should be invited to serve on the standards committee? What groups need to be behind this proposal for the standard to be implemented and to succeed?

8. **FUNDING SOURCES**: What funding sources (corporations, foundations, associations) might have an interest in supporting this project?

NEW FROM NISO PRESS:

Available now to update your standards bookshelf—

Z39.32-1996 Information on Microfiche Headers

This newly revised standard defines the specific eye-legible information that should appear on the limited space available on microfiche so the fiche can be correctly identified and properly filed. The standard describes where to place the data, the order of the information, and a recommended type size and contrast to maximize readability. Many examples show how to use the standard.

20 pp.   ISBN 1-880124-25-4   **Price: $39.00**

Z39.74-1996 Guides to Accompany Microform Sets

This new standard describes the basic requirements for user guides that accompany microform sets so microform publishers can pride the most useful and comprehensive guides to their publications. The standard gives practical information on all of the details that should be covered, so guides will be complete and efficiently arranged. Special instructions are given for archival and manuscript collections and for government documents and newspapers

20 pp.   ISBN: 1-880124-26-2   **Price $39.00**

Z39.76-1996 Data Elements for Binding of Library Materials

Defines both required and optional data elements that can be used in a binding record to enable automated library systems to communicate with a bindery's automated system. This standard was drafted by a working group of the Automated Vendor Information Advisory Committee (AVIAC) and representatives of the Library Binding Institute to assure that the needs of both constituencies are addressed.

60 pp.   ISBN: 1-880124-29-7   **Price $49.00**

Environmental Guidelines for the Storage of Paper Records (NISO TR-01)

by William K. Wilson

NISO's first Technical Report is a unique source of information on the design, construction and maintenance of storage repositories. Recommended requirements for specific storage conditions such as temperature, relative humidity, light and air pollutants are given A detailed review of the technical and scientific literature which lead to the conclusions presented by the author is also included.

40 pp.   ISBN: 1-880124-21-1   **Price $35.00**

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