

Micrographics — 35 mm microfilming of serials — Specification

ICS 37.080

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Committees responsible for this British Standard

The preparation of this British Standard was entrusted by Technical Committee IDT/1, Document imaging applications, to Subcommittee IDT/1/2, Applications, upon which the following bodies were represented:

- British Library
- British Office Technology Manufacturers Alliance
- British Photographic Association
- Public Record Office
- United Kingdom Association for Information and Image Management

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Foreword

This revision of BS 6313 has been prepared under the direction of the Information and Documentation Assembly (IDT/-) and its preparation entrusted by Technical Committee IDT/1, Document imaging applications, to Subcommittee IDT/1/2, Applications. It supersedes BS 6313:1982, which is withdrawn.

This revision of BS 6313 has been prepared to take into account more up-to-date procedures, and to make editorial and technical changes that improve the accuracy and clarity of this standard.

Libraries and similar institutions make microfilm copies of serials to preserve them for archival purposes, provide copies for other institutions and for reference purposes. This British Standard has been prepared to help people concerned in that work to produce microfilm of good quality and to provide adequate bibliographic and technical information.

If a serial is prepared in accordance with the recommendations of BS 5444 there should be little difficulty in microfilming it. The difficulties arise with serials that have not been so prepared. They might contain type sizes that are too small to reproduce well, the quality of paper and print might be poor, pages might be missing, torn or creased. Sometimes experiments will have to be made to find the best solution to a particular problem.

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard does not of itself confer immunity from legal obligations.

Summary of pages

This document comprises a front cover, an inside front cover, pages i and ii, pages 1 to 11 and a back cover.

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1 Scope

This British Standard specifies requirements for the microfilming of serials on 35 mm black-and-white silver-halide roll film for purposes of preservation. The requirements include the provision of adequate bibliographic references and procedures for maintaining and checking the reproducibility of the microfilm image. The standard applies to planetary filming only.

The standard does not apply to the microfilming of newspapers, which is covered by BS ISO 4087.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

BS 1153, Recommendations for processing and storage of silver-gelatine-type microfilm.

BS 4657, Method for determining the resolution obtained in microcopying. (ISO 3334)

BS 5699-2, Processed photographic film for archival records — Part 2: Specifications for silver-gelatin type on poly(ethylene terephthalate) base. (ISO 4332)

BS ISO 5-3, Photography — Density measurements — Part 3: Spectral conditions.

BS ISO 5-4, Photography — Density measurements — Part 4: Geometric conditions for reflection density.

BS ISO 1116, Micrographics — 16 mm and 35 mm microfilm spools and reels — Specifications.

BS ISO 6196-1, Micrographics — Vocabulary — Part 1: General terms.

BS ISO 6196-2, Micrographics — Vocabulary — Part 2: Image positions and methods of recording.

BS ISO 6196-4, Micrographics — Vocabulary — Part 4: Materials and packaging.

BS ISO 6196-5, Micrographics — Vocabulary — Part 5: Quality of images, legibility, inspection.

BS ISO 6196-6, Micrographics — Vocabulary — Part 6: Equipment.

BS ISO 6200, Micrographics — First generation silver-gelatin microforms of source documents — Density specifications and method of measurement.

BS ISO 18917, Photography — Determination of residual thiosulfate and other related chemicals in processed photographic materials — Methods using iodine-amylose, methylene blue and silver sulfide.

ISO 3297, Information and documentation — International standard serial number (ISSN).

3 Terms and definitions

For the purposes of this British Standard, the terms and definitions given in BS ISO 6196 and the following apply.

3.1

eye-legible

readable from the microfilm without magnification (see 8.2)

3.2

serial

publication, other than a newspaper, in hard-copy, issued in successive parts bearing numerical or chronological designations and intended to be continued indefinitely

NOTE Examples include periodicals; annuals (reports, yearbooks, directories etc.); the journals, memoirs, proceedings, transactions etc., of societies; numbered monographic series (a group of separate items related to one another by the fact that each item bears, in addition to its own title proper, a collective title applying to the group as a whole).