

American National Standard

Title Pages for Conference Publications



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Title Pages for Conference Publications

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Foreword

(This foreword is not part of the American National Standard for Title Pages for Conference Publications, ANSI/NISO Z39.82-2001. It is included for information only.)

Because conference proceedings are important in research and scholarly communication, it is important to be able to locate the published proceedings of a particular conference. However, it is often difficult to retrieve these works because title pages or chief sources of information contain insufficient information to identify a particular conference, or the information is not clearly delineated in its layout.

The title page, title frame, or title screen of a given work is the established standard chief source of information used to catalog a book, serial, electronic resource, etc. For this reason, it is critical that this information be clear, precise and complete. Those who prepare and publish conference proceedings presently follow a variety of practices in the composition of the title page or chief source of information. Frequently, the result is confusion due to the omission of important details. The problem manifests itself in all subject areas, but it is particularly acute in science and technology, and across disciplines where currency and accuracy of information are vital. Adopting standard practices in the layout of a title page or chief source of information will contribute greatly to improved access to publications emanating from conferences.

This standard is intended to help preparers of title pages and chief sources of information to present all the details necessary for cataloging in a form that will facilitate retrieval. These requirements apply to conference proceedings in any medium.

This standard was processed and approved for submittal to ANSI by the National Information Standards Organization. It was balloted by the NISO Voting Members April 10, 2000 - May 24, 2000. It will next be reviewed in 2006. Suggestions for improving this standard are welcome. They should be sent to the National Information Standards Organization, 4733 Bethesda Avenue, Suite 300, Bethesda, MD 20814. NISO approval of this standard does not imply that all Voting Members voted for its approval. At the time it approved this standard, NISO had the following Voting Members:

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Title Pages for Conference Publications

1. Introduction

1.1 Purpose

The purpose of this standard is to set forth specifications and examples that enable publishers and editors to prepare title pages or chief sources of information in a style that makes it easier for users to find publications that emanate from conferences. When publishers and editors follow a prescribed presentation of data about the conference and the contents of the resulting publication, librarians and preparers of index citations are better able to describe and cite conference publications for easier and improved access by users of these materials.

1.2 Scope

This standard provides guidelines for structuring title page information for conference publications that facilitate the creation of bibliographic citations that help users readily access the publications. The standard provides for a uniform presentation of information on a title page, cover, title screen, title frame, or any other location serving as the chief source of information for preparation of the bibliographic description or citation for an item. The standard applies to all disciplines, to all conferences (e.g., meetings, symposia, institutes, colloquia, workshops), and to all formats (e.g., printed documents, videos, Web sites). The standard applies to published conference proceedings in various manifestations (e.g., papers, abstracts, summaries) and in all languages, subjects, and formats.

This standard will assist in shared cataloging and the interchange of information. Consistency in the presentation of information on title pages or other chief sources of information is important for the electronic storage and retrieval of data about conference publications by a diverse array of information providers and users.

1.3 Application

The guidelines in this standard can be readily accommodated by MARC records, SGML (Standard Generalized Markup Language), HTML (Hypertext Markup Language), XML (Extensible Markup Language), and all types of bibliographic citations. This standard takes into account that publishers and producers issue conference publications in a variety of formats and subjects, each of which requires a clear, complete, and concise title page or other chief source of information. An Appendix is provided to help illustrate application of the guidelines in the standard.