



SLOVENSKI STANDARD

SIST ISO 8459-5:2005

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Information and documentation -- Bibliographic data element directory -- Part 5: Data elements for the exchange of cataloguing and metadata

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Information et documentation -- Répertoire des éléments de données bibliographiques -- Partie 5: Éléments de données pour l'échange de catalogues et de métadonnées

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INTERNATIONAL STANDARD

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Information and documentation — Bibliographic data element directory —

Part 5: Data elements for the exchange of cataloguing and metadata

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*Information et documentation — Répertoire des éléments de données
bibliographiques*

*Partie 5: Éléments de données pour l'échange de catalogues et de
métadonnées*

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ISO 8459-5:2002(E)

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.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 3.

The main task of technical committees is to prepare International Standards. 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.

Attention is drawn to the possibility that some of the elements of this part of ISO 8459 may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

ISO 8459-5 was prepared by Technical Committee ISO/TC 46, *Information and documentation*, Subcommittee SC 4, *Computer applications in information and documentation*.

ISO 8459 consists of the following parts, under the general title *Information and documentation — Bibliographic data element directory*:

— *Part 1: Interloan applications*

— *Part 2: Acquisitions applications*

— *Part 3: Information retrieval applications*

— *Part 4: Circulation applications*

— *Part 5: Data elements for the exchange of cataloguing and metadata*

Annex A forms a normative part of this part of ISO 8459. Annexes B and C are for information only.

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Introduction

Data are interchanged for the purpose of starting or supporting a process. In order to transmit information required to support a process, the various elements of data in the interchanged messages must be fully understandable for the processes concerned. This part of ISO 8459 describes, in the form of a directory, data elements used to support cataloguing.

The data elements that may occur in a cataloguing transaction are presented in four ways:

- a) a data element directory (see clause 4), and code values and description for messages (see A.2) and date/time qualifier (see A.3);
- b) an index (see clause 5) consisting of names, keywords and synonyms for data elements, and data element values, including names assigned to messages (see annex A);
- c) a structured order of data elements (see clause 6) which relates similar data elements in a hierarchical fashion;
- d) a matrix (see clause 7) showing the data elements pertaining to specific cataloguing messages.

This part of ISO 8459 is the fifth part of a series which comprises a comprehensive data element directory for bibliographic use. This part of ISO 8459 is primarily intended for new cataloguing systems, for the exchange of cataloguing messages between different systems and for the exchange of data between client and server in the client/server model.

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Information and documentation — Bibliographic data element directory —

Part 5: Data elements for the exchange of cataloguing and metadata

1 Scope

This part of ISO 8459 specifies and describes data elements required in the interchange of data between cataloguing systems (i.e. terminal to computer or computer to computer). It also identifies messages and their data elements which are used in cataloguing systems.

It is intended to support both batch and interactive cataloguing transactions.

Annex B provides examples of how this part of ISO 8459 may be used.

The structuring of the data elements into messages falls outside the scope of this part of ISO 8459.

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2 Normative references

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The following normative documents contain provisions which, through reference in this text, constitute provisions of this part of ISO 8459. For dated references, subsequent amendments to, or revisions of, any of these publications do not apply. However, parties to agreements based on this part of ISO 8459 are encouraged to investigate the possibility of applying the most recent editions of the normative documents indicated below. For undated references, the latest edition of the normative document referred to applies. Members of ISO and IEC maintain registers of currently valid International Standards.

ISO 639-2:1988, *Codes for the representation of names and languages — Part 2: Alpha-3 code*

ISO 2709:1996, *Information and documentation — Format for information interchange*

ISO 3166-1:1997, *Codes for the representation of names of countries and their subdivisions — Part 1: Country codes*

ISO/IEC 7498-3:1997, *Information processing systems — Open Systems Interconnection — Basic Reference Model: Naming and addressing*

ISO 8601:2000, *Data elements and interchange formats — Information interchange — Representation of dates and times*

ISO 10324:1997, *Information and documentation — Holdings statements — Summary level*

ISO 23950:1998, *Information and documentation — Information retrieval (Z39.50) — Application service definition and protocol specification*

UCP, *Union Catalogue Profile. International Registered Profile (to be used with ISO 23950)*
<http://www.nla.gov.au/UCP>

ISO 8459-5:2002(E)**3 Terms and definitions**

For the purposes of this part of ISO 8459, the following terms and definitions apply.

3.1**authority record**

record in a cataloguing system that describes, analyses and controls a standardized form of a name, subject, series or other heading

3.2**bibliographic item**

unit or set of units in any physical form, either serial or non-serial, that are published, issued or treated as an entity or work, and form the basis for a single bibliographic description

3.3**bibliographic record**

record in a cataloguing system that describes, analyses and controls a bibliographic item

3.4**character string**

arbitrary combination of letters, digits, punctuation marks or other symbols

3.5**catalogue record**

record in a cataloguing system that describes, analyses and controls bibliographic or authority data or holdings

3.6**cataloguing**

process of compiling a record for inclusion in one or more catalogues or indexes, that describes an entity and assists in its retrieval

3.7**copy**

physical representation or piece of a bibliographic item

3.8**data element**

basic unit of identifiable and definable data which has a data element name represented by a tag as identifier and one or more values for expressing (a) particular fact(s)

3.9**data element directory**

listing of data elements with specifications of representative data element values, as appropriate

3.10**data element group**

set of related data elements

3.11**data element group name**

one or more words in a natural language identifying a data element group

3.12**data element name**

one or more words in a natural language identifying a data element

3.13**data element value**

fact expressed by codes, digits or natural language corresponding to the data element description and representation

3.14**holdings record**

record in a cataloguing system that describes, analyses and controls holdings associated with a bibliographic record

3.15**holdings statement**

record of the locations of a specific bibliographic item and, optionally, the units of that item held at a location

3.16**message**

structured combination of data elements used in a transaction

3.17**metadata**

data that are included in an entity or linked to an entity that describe the entity and assist in its retrieval

3.18**record**

group of data usually treated as a unit

3.19**representation**

way in which a particular data element value is expressed using one or more number(s), letter(s) or symbol(s)

3.20**serial issue**

unit of a bibliographic item that is issued in successive parts at regular or irregular intervals and intended to be continued indefinitely

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3.21**tag**

identifier allocated for use in place of a data element name or data element group name

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NOTE In this part of ISO 8459, a group of four digits.

3.22**transaction**

creation or modification of a message required to support the cataloguing of an item or a bibliographic holdings item

4 Directory

The directory names and defines data elements and data element groups used to support cataloguing transactions. The information pertaining to each data element or data element group is presented in four separate columns, labelled tag, name, description and representation and remarks. A “tag” is used to identify a data element as well as a data element group. “Name” contains data element names and data element group names. Data element group names are printed in bold letters to distinguish them from data element names. “Description” includes a definition for each data element or data element group followed by a list of corresponding tags and data elements that comprise the group. “Representation and remarks” includes explanatory text about conventions and/or standards used to represent values applicable to a data element or a data element group as well as sample values, if applicable.

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Tag	Name	Description	Representation and remarks
0001	Message identification	Data used to identify a particular message. Group identifier for data elements 0002-0004.	
0002	Message name	Phrase or code identifying the function of a message.	See A.2
0003	Date	Year, month and day on which a transaction is performed, a message is sent or an event occurs.	Also used in conjunction with date/time qualifier (9005). See A.3 for the various qualifiers that can be specified. See ISO 8601.
0004	Time stamp	Time at which a transaction is sent, a message is sent or received or an event occurs.	Used by automated systems to indicate the precise hour, minute and second, and part of a second that a transaction occurred. Used in conjunction with A.3. See ISO 8601.
0010	Transaction number	Code or number assigned to a document or message exchanged in a transaction.	This number is assigned by the institution responsible for creating the specific type of document or message (e.g. record insert, item replacement etc.).
0011	Transaction completion flag	Code to indicate whether or not a transaction has been successful or not.	Possible values: 0 = unsuccessful 1 = successful
0020	Additional transaction information group	Group of data elements that may accompany a transaction to provide additional information. Group identifier for data elements 0021-0022.	
0021	Additional transaction information	Code or phrase identifying the nature of the contents of additional transaction information.	Examples: sent by target: — information unrelated to a transaction such as system availability; — security restriction instruction. sent by origin: — review instruction.
0022	Instruction override	Code, defined internally by a system, indicating the actions that may follow from a particular message or message part.	Used in conjunction with additional transaction information (0021) and with transaction error condition (0025). Possible values: 0 = override possible 1 = override possible with password 2 = override possible with security clearance 3 = override not possible 4 = affirmation not required; information only

Tag	Name	Description	Representation and remarks
0025	Transaction error condition	Code or standardized phrase sent by a system to indicate the nature of an error condition in relation to a transaction request.	Related to help topic (9010) but often more specific than it, pinpointing brief and precise errors rather than textual explanation and outlines of procedures. May be used in conjunction with an instruction override (0022).
1000	Session details	Data that identify various details about a specific session. Group identifier for data elements 1000-1024, 1030, 1150, 1200-1214, 1250-1254.	
1010	Transaction participant	Data that identify an institution which participates in a transaction. Group identifier for 1011-1014, 1030.	
1011	Participant's function	Word or code specifying the function or role performed by a party to a session.	Possible values: 0 = service provider 1 = database provider 2 = intermediary, gateway server 3 = operator
1012	Password	Code used by a system to authenticate the identity of an individual or automated process that has requested or is using a system function or service.	This code may be revised periodically to preserve its security. A password is typically supplied by the user at session initiation time but it could also be requested at any time during a session.
1013	Password edition	Code or phrase used to identify the current and previous password or passwords.	This data element is used in conjunction with an institution identifier (1036) and telenetwork user identifier (1074).
1014	Password type	Code or phrase used to indicate the specific services allowed to the password holder.	This data element is used by systems to support multiple levels of authentication. Possible values: 0 = system connection 1 = database connection 2 = read access 3 = write access 4 = delete privileges 5 = output instructions Security level (1254) is used to control access to classified information. Related to access privileges (1250), which provides various details associated with a type of privilege. 1014 states the type of privilege.

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Tag	Name	Description	Representation and remarks
1015	Session identifier	Code or number used to identify a specific period of interaction between a user and an automated system.	A session typically covers all transactions between the user and system from log-on to log-off. Sessions may be aborted prematurely by unusual systems or telecommunications events to produce an artificial log-off point. Sophisticated systems allow sessions to be suspended and resumed later or to change applications during a particular session.
1016	Subsession identifier	Code or number used to identify a period of interaction with one specific service provided within a single session on an automated system.	
1017	Reference identifier	Code or number assigned to an intersystem communication.	This number is used to monitor and verify that all system interactions have been transferred and processed in the proper sequence.
1018	Continue flag	Instruction that processing should continue even though resource constraints (1020, 1021, 1251) have been exceeded.	Possible values: 0 = continue 1 = stop
1019	Suspend flag	Indication whether processing has been suspended whenever resource constraints (1020, 1021, 1251) have been exceeded.	Possible values: 0 = processing not suspended 1 = processing suspended
1020	Cost constraint	Predefined monetary value which, if exceeded, will result in a specific system action.	Cost constraints are frequently used to limit the system resources that may be consumed by any one user over a given period of time.
1021	Session length constraint	Predefined time limit which, if exceeded, will result in a predefined system action.	A system will typically terminate a session after a set amount of time of system usage or inactivity.
1022	Resource usage type	Numeric value used to indicate the type of system resource that has been used within a session or given time period.	Systems typically maintain information on the following resources in order to support planning, monitoring and controlling of these resources. Possible values: 0 = CPU time 1 = connect type 4 = number of sessions 7 = packets transmitted 8 = memory 9 = terminal transactions 10 = number of disk accesses 11 = number of tapes Used in conjunction with amount of usage (1024).

Tag	Name	Description	Representation and remarks
1023	System performance	Data collected to inform management about system performance.	Possible values: 0 = start-up delay 1 = percentage of downtime 2 = number of system malfunctions 3 = number of telecommunication interruptions 4 = average response time Used in conjunction with amount of usage (1024).
1024	Amount of usage	Figure that measures the values established under resource usage type (1022) and system performance (1023).	
1030	Institution identification	Group of data elements or code intended to identify an institution participating in a session or transaction. Group identifier for data elements 1031-1037, 1050-1063, 1070-1075.	
1031	Name of institution	Word, or phrase or initialism intended to identify an institution or corporation. Group identifier for data elements 1032 to 1034.	
1032	Main unit of institution name	Base name of an institution, usually the name of the governing body.	
1033	Subordinate unit of institution name	Part of a name of an institution that defines a subdivision or department or unit of the institution.	This data element may be repeated to define subordinates of subordinates.
1034	Abbreviated name	Short form of an institution's name (1031).	
1035	Institution identifier code	Code used to identify the numbering system contained in the institution identifier.	Example: ISIL (ISO 15511)
1036	Institution identifier	Unique number or code used to identify an institution.	
1037	Official seal of institution	Design, initial or other device serving to identify an institution in an official manner.	

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