

CODE	Age Description
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CODE	Age Description
21	21 Years

CODE	Age Description
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GRADES & READING LEVELS

**** Lower Grade:** Low end of grade range for which the book/product is intended. This field allows for 2 numeric characters for the lower grade level. **NOTE:** If a grade level is entered in this field, and upper-grade, is left blank, Bowker will assume that the ISBN is meant to target only the grade level indicated.

**** Upper Grade:** High end of grade range for which the book/product is intended. This field allows for 2 numeric characters for the upper grade level. **NOTE:** If the upper grade level field is populated and the lower is not, Bowker will assume that the ISBN is meant to target up to the grade level indicated. If the lower grade level is populated and there is no specified upper limit, the code "UP" may be entered in this field.

Lower Reading: Low end of the reading range for which the book/product is intended. Reading Grade must be used in conjunction with Reading Month. **NOTE:** If a reading level is entered in this field, upper reading, is left blank, Bowker will assume that the ISBN is meant to target only the grade level indicated.

Upper Reading: High end of the reading range for which the book/product is intended. . Reading Grade must be used in conjunction with Reading Month. **NOTE:** If the upper reading level field is populated and the lower is not, Bowker will assume that the ISBN is meant to target up to the reading level indicated. If the lower reading level is populated and there is no specified upper limit, the code "UP" may be entered in this field.

CODE	Grade
ps	Pre School
0	Kindergarten
1	First Grade
2	Second Grade
3	Third Grade
4	Fourth Grade
5	Fifth Grade
6	Sixth Grade
7	Seventh Grade
8	Eighth Grade
9	Ninth Grade
10	Tenth Grade
11	Eleventh Grade
12	Twelfth Grade
13	College
up	Used to specify all upper grades are covered

CODE	Reading Month
00	All months
01	September
02	October
03	November
04	December
05	January
06	February
07	March
08	April
09	May
10	June

SECTION IX: Price Information

*** Price:** Enter price in pounds followed by decimal and then pence.

* required 180 days prior to publication
 ** required if applicable to the ISBN

***VAT Rate Code for Whole Price:** A code indicating the VAT status for the whole price.

Z = zero S = standard A = mixed

****Taxable Part of Price Excluding VAT:** The amount of the retail price which is subject to VAT at Standard Rate if the rate code for the whole price is A or S

****Balance Price Excluding VAT:** The amount of the retail price which is not subject to VAT at Standard Rate if rate code for whole price = A

****VAT Rate Code for Balance:** A code indicating the VAT status of the part of the retail price of a mixed VAT rate product which is not subject to VAT at Standard Rate if rate code for whole price = A (intended to accommodate future imposition of 2nd VAT rate)

****Price Type:** Only one price type is permitted per price. For additional price types add additional price and price type fields. **NOTE:** If no price type is given, Bowker will default to retail.

Bowker price type codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

CODE	Price Type Description
I	Invoice Price Record
N	Net
R	Retail Price
P	Preview

CODE	Price Type Description
T	Rental
S	School Price
F	Freight Pass Thru

***Currency:** Code for type of currency. Each price must have a currency indicator. Common Codes are as follows:

CODE	Currency Description
AUD	Australian Dollars
CND	Canadian Dollars
EUR	Euro
GBP	British Pounds
NZD	New Zealand Dollars
USD	US Dollars

****Price Printed on Item:** Indicated if the price is printed on the product. Choose either X or Null.

****Publisher Discount Code:** Publisher code for the discount grouping on a book. It is most often what would print in a catalogue. The codes are specific to the publisher only and can contain up to 3 characters (alpha & numeric). Please see examples below:

CODE	Code Description
Y	Professional discount
3	Trade paperback and Juvenile
TX	Trade or long discount
RF1	Professional Reference

Maximum Discount: Maximum discount offered by the publisher for this ISBN at the price specified. (Should be greater than 20%.)

Short Discount Indicator: Indicates if discount is 20% or less. Valid values are X or Null.

SECTION X: Cataloging Information

***BIC Subject:** Please provide at least one subject per ISBN using **BIC-approved codes** for subject categories. You may assign up to 3 subjects. A complete list may be ordered from www.bic.org.uk

***BIC Version Number:** Supply the number which identifies the version of the BIC subject scheme being used.

LCCN: Library of Congress Control Number.

SECTION XI: Merchandising Information

Advertising Budget: The fiscal budget available for promotions for specified title. Enter in whole dollar amounts. This field accepts numeric values only.

Biographical Note: A biographical note (200 words maximum) about a contributor which is related to the item.

****Bar Code:** Indicate whether the item is bar coded and if so if the price is embedded in the bar code. Enter one of the following values:

CODE	Description
Y	Plain
Null	None
P	Price Embedded

****Case Pack/Carton Quantity:** The quantity in each carton or binder's pack currently held by the publisher. This field accepts numeric values only.

****Final Return Date:** If a publisher does allow an item to be returned, he may indicate a date by which all returns of that item must be made. Date must contain month, day, and year and should be entered as YYYYMMDD.

****Incremental Order Quantity:** The incremental (or minimum) order quantity is the multiple units of an item that a distribution center will ship together based on one store purchase order. Quantity must be entered as a numeric value.

****Prepack ISBNs:** List the ISBNs of the products that are contained in the prepack

****Prepack Quantity:** Indicate the total number of items in the prepack.

Print Run: Enter the number of copies you initially printed (first printing). This field accepts numeric values only.

* required 180 days prior to publication
** required if applicable to the ISBN

**** Returnable:** Denotes which items are allowed to be returned to the publisher. Enter one of the following values:

CODE	Description
Yes	Yes
No	No
Strip	Strippable

**** Sales Rights:** This field refers to the locations in which the supplier has the rights to sell the product. Bowker sales rights codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

CODE	Sales Rights Description
OTH	Other (contact publisher for details)
USA	U.S. only
CAN	Canada only
UK	U.K. only
OM	Open Market only
WWD	Worldwide
USC	U.S. and Canada only
USK	U.S. and U.K. only
CUK	Canada and U.K. only
UCK	U.S., Canada, and U.K. only

CODE	Sales Rights Description
USO	U.S. and Open Market only
UCO	U.S., Canada, and Open Market only
WXU	Worldwide except U.S.
WXC	Worldwide except Canada
WXK	Worldwide except U.K.
WXE	Worldwide except EEC
WXS	Worldwide except South Africa
WXN	Worldwide except U.S. and Canada
WXO	Worldwide with exceptions, contact publisher

**** Street Date:** The date when a new product can be placed on sale by retailers in the market served by the supplier. An item can have both a Publication Date and a Street Date, however, the Street Date should not be earlier than the Publication Date. Street Date must contain Month, Day, and Year and should be entered as YYYYMMDD.

**** Synopsis:** Enter a (25 – 200 word) description of the title.

SECTION XII: E-Book Information

**** E-Book Format:** This field is mandatory when a binding of E-Book is indicated. Bowker ebook format codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Ebook Format
PDF	Portable Document Format
TXT	ASCII Text
HTM	HTML
RTF	Rich Text Format
WRD	MS Word
VER	Versaware
MP3	MP3
OEB	Open Ebook
WAV	Wave (audio) file
MSD	Microsoft Reader: Desktop/Laptop
MSP	Microsoft Reader: Pocket PC & Desktop/Laptop
SLK	SoftLock
NET	netLibrary
EBK	EveryBook
GBK	GlassBook
MIL	Millenium
PALM	Palm Reader
RBK	RocketBook
SOFT	SoftBook
MET	MetaText
R11	REB1100
R12	REB1200

Code	Ebook Format
NUT	Peanut Press
ION	ION Systems
TK3	TK3 Reader
ADB	Adobe Ebook Reader
MOBI	Mobipocket
GEM	GemStar
TCD	Town Compass DataViewer
GOR	GoReader
EBR	Ebrary
LIT	Litraweb
WIZE	WizeUp
FRA	Franklin eBookman
BKS	Books24x7
OWL	Digital Owl
HHM	Handheldmed
MGT	MightyWords
PDFM	PDF Merchant
MR1	Microsoft Reader Level 1/Level 3
MR5	Microsoft Reader Level 5
APDF	Adobe PDF
XML	XML

Word Count: The word count may be input when a binding of E-Book is indicated. This field accepts numeric input only.

File Size: The file size may be input when a binding of E-Book is indicated. This field accepts numeric input only. File size should be input in kilobytes. Please convert accordingly.

SECTION XIII: Audio Information

Content Type: Indicate the content of the product. Bowker content description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Content Description
SC	Scripts
SP	Speeches
SH	Short Stories
PO	Poems
EX	Excerpts
IN	Interview

Dramatisation: Indicate if the product is a dramatisation. Valid values are X or Null.

****Number of Pieces:** This field is used to document the total number of pieces of a multi-volume work sold together. Enter the numeric value for the number of pieces followed by the appropriate indicator (e.g., cass., DVD).

****Running Time:** Enter the total running time of the product in hours and minutes.

SECTION XIV: Video Information

Animated: Indicate if the film is animated. Valid values are X or Null.

Aspect Ratio: Indicate the Aspect Ratio of the film. Bowker aspect ratio description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Aspect Ratio Description
LB	Letterbox
WI	Widescreen
PN	PAN
SC	SCAN

Closed Captioned: Indicate if the film is closed-captioned. Valid values are X or Null.

Documentary: Indicate if the film is a documentary. Valid values are X or Null.

Foreign Film: Indicate if the film is a foreign film. Valid values are X or Null.

Country: If Foreign Film, indicate country in which film originated.

****Hue:** Indicate if the film is in color or black & white. Requested codes are as follows:

Code	Hue Description
B	Black & White
C	Color
D	Color and Black & White
Z	Colorized

Language Code: Indicate if the film is Narrated, Dubbed, or Subtitled.

Language: The language in which the film is narrated, dubbed or subtitled.

MPAA Rating: Rating given to the film by the Motion Picture Association of America. Requested codes are as follows:

Code	MPAA Rating Description
G	General Audiences
NR	Not Rated
PG	Parental Guidance
PG13	Parental Guidance for Children Under 13
R	Restricted
X	Adults Only
NC17	No Children Under 17

Remastered: Indicate if the film is remastered. Valid values are X or Null.

Rights: Indicate licensing rights. Bowker rights description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Rights Description
BR	Broadcast Television
CA	Cable Television
CC	Closed Circuit Television
GR	Group Rights
HO	Home Rights
MR	Manufacturers/Distributors Restrictions Apply
NP	Non-Profit Use Only
PP	Public Performance

**** Running Time:** Indicate total running time of the film in minutes.

**** Number of Pieces:** This field is used to document the total number of pieces of a multi-volume work sold together. Enter the numeric value for the number of pieces followed by the appropriate indicator (e.g., cass., DVD).

Silent Film: Indicate if the film is silent. Valid values are X or Null.

Sound: Indicate the type of sound in the film. Bowker sound description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Sound Description
DI	Digital
DD	Dolby Digital
DS	Dolby Surround
DT	DTS Digital
HI	Hi-Fi

Code	Sound Description
PS	PSM
ST	Stereo
TH	THX
DLC	Dolby 2-Channel
DL5	Dolby 5.1

SECTION XV: Bible Information

**** Binding Colours:** Color of binding may be selected. Multiple values allowed. Bowker bible binding colour codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Bible Binding Colour
BEI	Beige
BLA	Black
BLD	Blue, Dark
BLL	Blue, Light
BLU	Blue
BRN	Brown
BUR	Burgundy

Code	Bible Binding Colour
GRA	Gray
GRD	Green, Dark
GRE	Green
GRL	Green, Light
IVY	Ivory
PNK	Pink

Code	Bible Binding Colour
PUR	Purple
RDD	Red, Dark
RED	Red
REL	Red, Light
TEA	Teal
WHI	White
YEL	Yellow

**** Binding Styles:** Indicate binding style. Multiple values allowed. Bowker binding style description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Binding Style Description
BEV	Beveled
CHV	Chevo
DIE	Die Cut
FIL	Fillet
FIN	Finish Cut
FSH	Flush Cut
LAM	Laminated
MOI	Moire

Code	Binding Style Description
OVL	Overlap (Approx. 1/8 In.)
PAD	Padded Cover
SNP	Snap Flap
TUR	Turned Edge
ZIP	Zipper Closing
D3	3.5" diskette
ELC	Embossed Leather Cover
BLC	Bonded Leather Cover

**** Page Edging:** Indicate type of edging. Only one code per ISBN allowed. Bowker bible edging description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Bible Edging Description
GIL	Gilded
PLA	Plain
SPR	Sprayed
STA	Stained

**** Page Edging Colours:** Edging colour must be indicated. Multiple values allowed. Bowker bible page edging colour codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Bible Page Edging Colour
AMB	Amber
BEI	Beige
BLA	Black
BLU	Blue
BRN	Brown

Code	Bible Page Edging Colour
BUR	Burgundy
GOL	Gold
GRA	Gray
GRE	Green
IVY	Ivory

Code	Bible Page Edging Colour
PNK	Pink
PUR	Purple
RED	Red
SIL	Silver
TEA	Teal
WHI	White

****Special Feature:** Special features may be indicated. Multiple special features may be indicated. Include a separate field for each special feature. Bowker bible special feature description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Bible Special Feature Description
ANNO	Annotated
ARTC	Articles
CHRT	Charts
CONC	Concordance
CRON	Chronological Bibles
DEVR	Devotional Readings
DICT	Dictionary
DREE	Daily Reading Editions
FAMY	Family Records Section
HARM	Gospel Harmonies
ICON	Icons
IEND	Illustrated Endsheets
ILIN	Interlinear
INOT	Index to Notes
MAPB	Maps in Back
MAPT	Maps in Text
MCOL	Multi-Colored

Code	Bible Special Feature Description
NDIC	Name Dictionaries
PARL	Parallel
PEW	Pew
PHON	Phonetic
PPAG	Presentation Page
PULP	Pulpit
RIB	Ribbon Marker
SIDX	Saints Index
STNT	Study Notes
TIDX	Thumb Index
WAPO	With Apocrypha
WBCP	With the Book of Common Prayer
WCRD	Words of Christ in Red
WMAG	With Magnifier
WMAR	Wide Margins
XREF	Cross References

****Translation:** Indicate version of translation. *If there is no version, then not applicable must be entered in this field.* Multiple translations may be entered. Include a separate field for each translation. Bowker bible translation description codes appear below, and you may use these, or alternatively, you can supply your own proprietary codes. If you do populate fields with proprietary codes, please supply an explanatory table itemising codes and their definitions.

Code	Bible Translation Description
AMP	Amplified Bible
ASV	American Standard Bible
BBE	Bible in Basic English
CEV	Contemporary English Version
CWT	Clear Word Translation
DOU	Douay Version

Code	Bible Translation Description
NEB	New English Bible
NIRV	New International Readers Version
NIV	New International Version
NJR	New Jerusalem Bible
NKJV	New King James Version
NLB	New Living Bible

Code	Bible Translation Description
GEN	Geneva
GWD	God's Word
ICV	International Children's Version
J21	21st Century King James
JER	Jerusalem Bible
KJV	King James Version
LB	Living Bible
MSG	Message
NA	Not Applicable
NAB	New American Bible
NAS	New American Standard
NASU	New American Standard Update
NCV	New Century Version

Code	Bible Translation Description
NLT	New Living Translation
NLV	New Life Version
NOP	Not Provided
NRSV	New Revised Standard Version
PHP	Phillips Paraphrase
REB	Revised English Bible
REV	Revised Version
RSV	Revised Standard Version
RV09	Reina Valera Revision, 1909
RV60	Reina Valera Revision, 1960
RV95	Reina Valera Revision, 1995
RVR	Reina Valera Revision, General
TEV	Today's English Version