

# ISO

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION

## ISO RECOMMENDATION R 215

PRESENTATION OF CONTRIBUTIONS TO PERIODICALS

1st EDITION  
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## BRIEF HISTORY

The ISO Recommendation R 215, *Presentation of Contributions to Periodicals*, was drawn up by Technical Committee ISO/TC 46, *Documentation*, the Secretariat of which is held by the Nederlands Instituut voor Documentatie en Registratuur (NIDER) on behalf of the Stichting Nederlands Normalisatie-instituut (NNI).

Work on this question by the Technical Committee began in 1953 and led in 1957 to the adoption of a Draft ISO Recommendation.

In May 1957, this Draft ISO Recommendation (No. 165) was circulated to all the ISO Member Bodies for enquiry. As the results of this consultation were not considered satisfactory, the Technical Committee presented a revised text, which was circulated to all the Member Bodies in April 1959 and which was approved by the following Member Bodies:

Australia	Greece	Republic of
Austria	Hungary	South Africa
Belgium	India	Romania
Brazil	Ireland	Spain
Burma	Israel	Sweden
Canada	Italy	Switzerland
Czechoslovakia	Japan	United Kingdom
Denmark	Netherlands	U.S.A.
France	Poland	U.S.S.R.
Germany		Yugoslavia

Four Member Bodies opposed the approval of the Draft:

Bulgaria	Norway
New Zealand	Pakistan

The Draft ISO Recommendation was then submitted by correspondence to the ISO Council, which decided, in November 1961, to accept it as an ISO RECOMMENDATION.

## PRESENTATION OF CONTRIBUTIONS TO PERIODICALS

This ISO Recommendation is intended for the guidance of authors and editors of scientific, technical and other periodicals used for reference over a long period.

Attention is drawn to ISO Recommendation R 8, *Layout of Periodicals*.

### 1. HEADING

**1.1** The heading of the contribution should contain the following:

title (and subtitle, if necessary),  
name(s) of author(s) with forename(s) or initials and, when significant, indications of authority on the subject concerned, such as  
titles of author(s) or professional position.

**1.2** It is recommended that the title should be the same in the heading and wherever else it appears, but it may be abbreviated in the running head.

### 2. SYNOPSIS AND TRANSLATION

**2.1** Every article should be provided with a synopsis, preferably placed between the heading and the text and conforming to the relevant section of ISO Recommendation R ..., *Abstracts and Synopses*.\*

**2.2** It is of advantage that, for an article not in a language widely used internationally, a full or abridged translation of it in at least one such language should be appended.

### 3. NOTES

**3.1** Notes should be kept to a minimum and should be placed normally at the foot of the relevant page.

**3.2** If numbers are used in the text to mark bibliographical references listed at the end of an article, then letters or special reference marks should be used for the notes.

**3.3** In the text, reference marks should be placed immediately after the relevant word or phrase and, where appropriate, should be printed as superscripts or in parentheses.

### 4. BIBLIOGRAPHICAL REFERENCES

**4.1** Bibliographical references should conform to ISO Recommendation R 77, *Bibliographical References. Essential Elements*.

\* In process of development.