



Nielsen
BookData

Supplying Data

Product data can be supplied to Nielsen BookData by the following methods:

- Electronic file
- Online
- Printed material

Please contact Willem van Wyk e: willem@bookdatasapnet.co.za if you would like further information or help with any of these options.

Electronic Files:

The primary requirements for any supply of data in electronic form are:

1. Product Data must be presented in a structured file with each element sufficiently delimited to allow import to our database - see overleaf for more information
2. Data structure and any code lists used are clearly documented
3. Files are supplied to an agreed regular schedule following a period of import testing and an initial 'full load'.

Data may be supplied to create or to update existing product records at Nielsen BookData. We welcome files in the following internationally recognised file format types:

ONIX (ONline Information eXchange):

Please see our separate leaflet for further details on the ONIX standard. Full specification and details of the BIC ONIX Accreditation scheme are available from the BIC web site:

<http://www.bic.org.uk/prodinf.html>

EDI (Electronic Data Interchange)

Primarily useful to Distributors, the Tradacoms and EDIFACT EDI message standards are both acceptable formats for the delivery of Basic product information and, in particular, Price and Availability data. Further information on EDI formats are available from the BIC website at

<http://www.bic.org.uk/edistuff.html>

Other structured files

The use of Microsoft Excel or other forms of delimited files may also be acceptable, provided the main conditions above are met, and we can write an import program to 'understand' your data and load it successfully into our Editorial database.

Please contact Willem van Wyk, IT & Operational Manager at BookData/SAPnet by emailing him e: willem@bookdatasapnet.co.za for advice on the supply of information using any electronic file type.

Supplying Data



Printed material:

e.g. Advance information sheets, catalogues or other printed material should be sent to:

Bianca van Heerden
 Data Collection & Subscribing Editor
 BookData/SAPnet
 Unit 4368,
 Greenways,
 Strand
 7140 South Africa

Email attachments such as Microsoft Word documents or PDF's can be sent to:

Bianca@bookdatasapnet.co.za

Please make sure that AIs (advance information sheets) include at least the 9 'BIC Basic' mandatory data elements defined in BIC's (Book Industry Communication) UK minimum bibliographic standard. To find out more about the BIC Basic standard please go to the web site: <http://www.bic.org.uk/bbinfo.html>

'BIC Basic' Mandatory details that should be supplied for all records

EAN 13 Bar Code	NB ISBN will become 13 digits – mandatory from 1/1/07
Title	Full details should be supplied, not shortened or abbreviated
Product Format	Is it a book, or audiobook etc? If it's a book what kind of binding? HB?
Subject Classification	BIC1 level 1 <u>at least</u> – (download of scheme available from BIC website) preferably as much detail as possible
Imprint / Publisher / Supplier information	This must be sufficient to allow Nielsen BookData to link each book record to all order sources (such as a distributor) for booksellers
Publication Date	Either 'future' (NYP) or confirmed 'actual' for books already published
Availability status code	e.g. OP / RP / NYP / IN PRINT
Territorial Market Rights	The <u>publishing</u> rights that attach to a particular product, answering the question "Where can this product be sold?" Rights for UK, Eire, USA, Canada, Australia, New Zealand and South Africa should be explicit wherever possible. Further information available if needed.
Prices:	All known prices for each item - please indicate currency. UK Price should also include VAT detail for non-book or mixed-media items.

Additional information that can also be supplied where it is available:

Authorship <u>At least</u> one name and the role Author/editor etc.), but all relevant names (and affiliations) can be accepted.
Series information
Edition statement
Language of content
Readership

Descriptive information Full description of the product, sales copy, review quotes, Table of Contents, Marketing Information - promotions planned,
Prize information e.g. Booker, Booksellers' Choice
Jacket/cover Image
Physical details
Successor product ID