

ONIX METADATA INFORMATION TEMPLATE

SECTION 1: Please complete for all formats. Also, please see Section 8 for additional information required to promote your products.

Title _____

Subtitle _____

Publishing Agency _____

Author _____

Primary Audience _____

Secondary Audience _____

Age Range of Audience (Example: grades high school thru adult) _____

Does Your publication contain copyrighted material? Yes No

SECTION 2: Formats. Please indicate all formats that apply to your publication.

- PRINT:** Paperback Cloth Hardcover with Slip Case
 Comb Binding Spiral Binding Pamphlet Fact Sheet Poster Bookmarks (set)
 Kit: Containing multiple components, such as brochure, DVD, poster, bookmark in one package

Please describe contents of kit:

- Magazine or Journal (See Section 5)
 Trim Size of Publication (Width x Height) _____ Page Count _____
Interior: Black and White 2-color 4-color
Illustrations: Black & White — No. _____ 2-color — No. _____ 4-color — No. _____

- DIGITAL: eBook:** ePub 2.01 ePub 3.0 Kindle KF8/MOBI Apple iBook
 PDF containing links to chapters PDF w/out chapter links Academic library PDF with special formatting
 eBook enhanced with audio or video (see Section 6)
Digital Magazine: Single Copy Subscription (see Section 5)
Audiobook: (see Section 7) **CD-ROM:** **DVD:**

SECTION 3: ISBN Numbers

If disseminating your content through commercial channels, each format indicated above must be assigned a separate ISBN number. (Magazines receive ISSN numbers). Please indicate whether your agency plans to assign the ISBN number(s), or whether you would like GPO to assign the ISBN(s).

Format 1: _____ Agency assigned ISBN: _____ GPO to assign ISBN
 Format 2: _____ Agency assigned ISBN: _____ GPO to assign ISBN
 Format 3: _____ Agency assigned ISBN: _____ GPO to assign ISBN
 Format 4: _____ Agency assigned ISBN: _____ GPO to assign ISBN
 Format 5: _____ Agency assigned ISBN: _____ GPO to assign ISBN

When form is completed, submit to GPO. If you have questions contact Maureen Whelan at 202.512.2245 or mwhelan@gpo.gov.

print

submit

clear

SECTION 4: Previous Editions — *If your publication had a previous edition, please provide the following information.*

Edition _____

Series Title _____

Volume # (if applicable) _____

Previous Edition Print ISBN _____ Previous Edition eBook ISBN _____

Previous Edition First Published _____ Previous Edition Out of Print effective _____

SECTION 5: Magazines/Journals (Print and/or Digital)

Magazine/Journal Title _____

ISSN Number _____

Frequency _____ Page Count per Issue (estimated) _____

Overall description of magazine or journal, including primary audience:

GPO to make magazine available as: Print Subscription Print Individual Issues Digital Subscription Digital Individual Issues

If digital version required, format provided to GPO: Standard PDF Enhanced PDF, containing Audio, Video, etc.

If disseminating as individual issues: Number of issues _____

Issue 1 Release Date _____ Issue 1 Description _____

Issue 2 Release Date _____ Issue 2 Description _____

Issue 3 Release Date _____ Issue 3 Description _____

Issue 4 Release Date _____ Issue 4 Description _____

SECTION 6: Enhanced eBooks or eMagazines Containing Audio or Video

For eBooks containing audio clips:

Type of audio clip format, please specify _____ Number of audio clips/tracks _____

Time length of each audio clip/track:

Type of video clip format, please specify _____ Number of video clips/tracks _____

Time length of each video clip/track:

Interactivity: Please specify percentage of content: _____

Animation: Please specify percentage of content: _____

SECTION 7: AudioBooks

Type of audio clip format, please specify _____ Number of audio clips/tracks within Audiobook file: _____

Time length of each audio clip/track:

SECTION 8: Promoting Your Content

Publication Month _____

On Sale Date _____

Agency Website _____

Product Description: (One or Two Paragraphs)

Please Insert Your Table of Contents:

Agency/ Author Biography: (One paragraph to establish agency and/or author as a topical expert):

Publicity Tie-Ins: (Example: Milestone/historical anniversary, planned press conferences/releases, planned media appearances, etc.)

Publicity Targeted Media: (Example: Newspaper features, tv/radio interviews, book reviews). Please specify: