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ISO/TC 46/SC 9 N 420

2006-01-19

DRAFT AGENDA

for the ISO TC 46/SC 9 ad hoc meeting on Project 690:

"Guidelines for bibliographic references and citations to information resources"

Location: Imperial Mae Ping Hotel
Chiang Mai, Thailand
153 Sridonchai Road
Chiang Mai 50100
THAILAND

Date: Monday, February 6, 2006

Time: Starting at 09h00

Project Leader: Mr. George Richardson (BSI – U.K.)

Documents required for the meeting:

- **SC 9 N 413** (2006-01-19): latest version of the Working Draft for Project 690
- **SC 9 Project 690 document N 2** (2005-08-12): Comments on ISO Working Draft 690, as of August 12, 2005.
- **SC 9 N 402** (2005-01-10): Report of the first ad hoc group meeting on Project 690, held October 27, 2004 in Washington, U.S.A.
- **SC 9 Project 690 document N 1** (2005-08-12): Terms of reference and target dates for ISO Project 690

Copies of the above documents are available in the project's document register at:

<http://www.lac-bac.gc.ca/iso/tc46sc9/690/690docs.htm>

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- 1. Welcome and introductions**
 - 2. Adoption of the agenda**
 - 3. Comments on the structure of the Working Draft (SC9 N 413)**

Sample discussion points:

- Is the present arrangement of the draft logical for ease of use? Should the section on "Methods of citation" appear before or after the section on "Elements of a reference"? Should the examples in Annex A be arranged differently (e.g. by type of resource)?

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4. Additional types of information resources and examples

Sample discussion points:

- What other types of digital information resources should be included in the draft? Are additional bibliographic elements required to deal with new types of digital information resources? Do existing examples in the draft need updating?
- How should the work of finding, adding and updating examples be allocated? Volunteers are needed to assist in this work.

5. Other comments on the draft

6. Assignment of tasks and target dates for completion

7. Next steps

- Target date for issuing the Committee Draft for review by ISO member bodies

8. Requirements for future meetings

- Possibility of convening by teleconference for specific tasks

9. Recommendations to the TC46 SC9 plenary meeting (if applicable)

10. Any other business