



**National Library of Mauritius
National ISSN Centre**

ISSN BROCHURE



What is ISSN?

ISSN stands for International Standard Serial Number. It is a unique eight-digit number worldwide code used for the identification of serial publications.

Who assigns ISSN?

ISSN is assigned by the ISSN Network which comprises of the ISSN International Centre and the national and regional centres. The ISSN International Centre located in Paris coordinates the ISSN network.

The National Library of Mauritius serves as the National Centre in Mauritius for assigning ISSN.

What types of publications are concerned by an ISSN?

A serial is a publication in any medium, issued in successive parts. It usually consists of either numerical or chronological designations and intended to be continued indefinitely. **Serials include magazines, newspapers, annual reports, yearbooks, annual lists, directories, journals, proceedings, transactions of societies, monograph series, etc.**

An ISSN identifies all continuing serials, irrespective of their medium (print or electronic), language or country of origin.

Advantages of ISSN

1. ISSN provides a useful, practical and economical method of communication between publishers and suppliers, making trade distribution systems faster and more efficient.
2. ISSN enables serial publication to be identified worldwide, regardless of the country it is published or the language in which it is written. This is possible because each serial is assigned **a unique and unchangeable number** according to a standard scheme, adopted internationally.
3. ISSN can be used to create bar codes for serial publications.
4. All ISSN registrations are maintained in an international database and publication's details are included in the International ISSN Register. The ISSN Register contains more than one million records and has a worldwide coverage. The reliability of the information in this database makes it an essential source of information regarding serial.
5. ISSN is used in libraries for identifying titles, ordering and checking-in of serials and claiming missing issues.
6. ISSN allows easy accessibility to periodical literature and advertises them freely.

How to obtain an ISSN?

The assignment of **ISSN is free** in Mauritius. Publishers or editors should complete the ISSN Application Form (which can be downloaded from our website <http://national-library.gov.mu>) and send it to the National Library either by mail, fax or e-mail, together with a representation or copy of the serial.

- For **forthcoming print serials**, the publisher should provide a copy of cover or title page and a copy of editorial page.
- For an **already published serial**, a copy of latest issue and a copy of cover or title page and a copy of editorial page should be enclosed.
- For **online serials**, the appropriate URL and a copy of the homepage should accompany the ISSN Application Form.

All requests for ISSN are normally processed within **five working days** provided the ISSN Application Form has been properly filled in.

Does one need a separate ISSN for each issue?

No. The ISSN is assigned to the entire serial and stays the same from issue to issue, unless you change the title of your serial. If there is a change in the title, you should apply for a new ISSN.

How many ISSN does one need?

You will require a separate ISSN if your serial is published in different:

1. Language,
2. Region or
3. Format (online, print, CD-ROM).

Where to print or display the ISSN?

The ISSN should be printed on all issues of a serial and should always be preceded by the letters ISSN. Eg. ISSN 1694–0393

- For a **print publication**, the ISSN should be shown preferably in the upper right corner of the cover. However, the ISSN can also be printed in other prominent positions such as title page, editorial page and back cover.
- For a **publication in electronic media**, the ISSN should be shown on the homepage, title screen or main menu, if it is an online publication.
- For **non-print serial published on physical medium** such as CD-ROM, DVD, microfiche, etc., the ISSN can be displayed on any part visible to the naked eye such as microfiche header, CD-ROM or DVD label, box, case, etc.

If a publication is identified by ISSN and ISBN, both identifiers should be mentioned, each with its own code identifier.

Contact details

Address

National Library of Mauritius
2nd Floor, Fon Sing Building
12, Edith Cavell Street
Port Louis
Mauritius.

TEL NO.: (230) 211 9891/92

FAX NO.: (230) 210 7173 / 210 7117

WEBSITE <https://natlibmu.govmu.org>

EMAIL : natlib.mur@gmail.com

OPENING HOURS

Weekdays – 09.00 a.m – 16.00 hrs
Saturdays – 09.00 a.m – Noon
Sundays & Public Holidays – Closed