
ISBN

(INTERNATIONAL STANDARD BOOK NUMBER)

FREQUENTLY ASKED QUESTIONS

Raja Rammohun Roy National Agency for ISBN

Department of Higher Education

Ministry of Education

Government of India

CONTENTS

SL No.	SECTIONS	PAGE No.
1.	GENERAL	01 - 03
2.	PUBLICATION FORMAT, REPRINTS, EDITIONS, etc.	04 - 05
3.	OWNERSHIP AND RE-USAGE RIGHTS	06 - 07
4.	BOOK DETAILS SUBMISSION (METADATA)	8 - 9
5.	INTERNATIONAL MATTERS	10
6.	HELP DESK / TECHNICAL QUERY	11 - 16

GENERAL

1. What is ISBN?

Ans. The International Standard Book Number (ISBN) is a unique numerical identifier for monographic publications such as books, pamphlets, educational kits, microforms, CD-ROMs and other digital and electronic publications. Periodicals, magazines, journals and other types of serial publications are not eligible for ISBNs. They are covered by a separate identification system called International Standard Serial Number (ISSN).

2. What is the structure of an ISBN?

Ans. An ISBN is a 13-digit number consisting of 5 parts:

For ISBN 978-93-5300-895-6

-GS1 element (978) - three-digit number that is made available by GS1, formerly EAN International, currently 978 or 979.

-Registration group element (93/81 for India) - identifies the country, geographical region or language area participating in the ISBN system. This element may be between 1 and 5 digits in length.

-Registrant element (5300) - identifies a particular publisher or imprint within a registration group.

6 digit registrant element signifies block of 10 ISBN

5 digit registrant element signifies block of 100 ISBN

4 digit registrant element signifies block of 1000 ISBN

5 digit registrant element signifies block of 10000 ISBN

-Publication element (895) - identifies a specific edition of a publication by a specific publisher.

-Check digit (6) - the final single digit that mathematically validates the rest of the number, calculated using a modulus 10 algorithm.

3. Who is a Publisher?

Ans. The publisher is the group, organization, company or individual who is responsible for initiating the production of a particular publication. Normally, the publisher is also the person or body who bears the cost or financial risk in making a product available. It is not normally the printer, but it can be the author of the book if the author has chosen to publish their book themselves/ self-published (means bearing the financial risk associated with the publishing of the book). The publisher should supply the RRRNA with a specified amount of metadata about the publication to which the ISBN is assigned. International ISBN Agency has developed an ONIX for ISBN registration format to be used by ISBN registrants (primarily publishers) and national ISBN Agencies.

4. Can a publisher have both an ISBN & an ISSN?

Ans. Both numbering systems are used for books in a series and with annuals or biennials. The ISBN identifies the individual book in a series or a specific year for an annual or biennial. The ISSN identifies the ongoing series, or the ongoing annual or biennial serial. If a publication has both, each should be printed on the copyright page.

5. Who is eligible for an ISBN?

Ans. The ISBN Agency assigns ISBNs at the direct request of publishers, e-book publishers, audio cassette and video producers, software producers and museums and associations with publishing programs.

6. Why should I use an ISBN?

Ans. If you are a publisher or bookseller it may be in your own interest as you want to sell books. If your books cannot be ordered and distributed by ISBN and if they are not listed in Books in Print-type listings you may find that your books do not sell. People will assume your books do not exist, and even if they do know they exist they may consider it too much of a bother to handle them since they will need to do so using full title and manual ordering.

7. What does a publisher have to do to obtain ISBNs in India?

Ans. Please visit <http://isbnnew.inflibnet.ac.in/> and go through How to Apply. All the applicants, be it already existing registrants or new registrants have to register fresh on the newly redesigned ISBN portal for ISBN allotment. Although already existing registrants can switch over to the New portal, after utilizing all the allotted ISBN on the older version of isbn.gov.in

8. Who can assign ISBNs to a publisher?

Ans. There are over 160 ISBN Agencies worldwide, and each ISBN Agency is appointed as the exclusive agent responsible for assigning ISBNs to publishers residing in their country or geographic territory. The RRRNA ISBN is the only source authorized to assign ISBNs to publishers supplying an address in India. Once an ISBN block of numbers has been assigned to a publisher by the ISBN Agency, the publisher can assign ISBNs to publications it holds publishing rights to. However, after the ISBN Agency assigns ISBNs to a publisher, that publisher cannot resell, re-assign, transfer, or split its list of ISBNs among other publishers. These guidelines have long been established to ensure the veracity, accuracy and continued utility of the International ISBN Standard. If you are a New Publisher, you should apply for your own ISBNs and plan to identify and circulate your books properly in the industry supply chain.

9. Fees/costs for obtaining an ISBN from RRRNA?

Ans. Currently it is free.

10. Do books need an ISBN if they are not going to be sold?

Ans. It is desirable that all books made publicly available, whether they are available for sale or on a gratis basis, are identified by ISBNs.

11. Do I need to have an ISBN?

Ans. The international ISBN system does not impose any legal requirement to have an ISBN, and the ISBN conveys no legal or copyright protection.

12. I am publishing in India, but may I obtain my ISBNs from a different agency?

Ans. No. All publishers should apply to the appropriate agency that is responsible for the country in which they are based. If you have genuine reasons that may prevent you from applying to the Indian agency, then you should contact the International ISBN Agency for advice in the first instance but you should not contact another ISBN agency instead.

13. I am publishing a book in a foreign language. Should it have an ISBN of the country in whose language the book is written?

Ans. No. It is the country in which the publisher is based which determines the group identifier, and not the language of the text.

14. Does a price change require a new ISBN?

Ans. No.

15. Where should I display an ISBN?

Ans. On a printed book an ISBN should be included on the copyright page (also called the title verso page) or at the foot of the title page if there is no room on the copyright page. If there is no barcode, then the ISBN should also be on the back cover or jacket preferably at the lower right. In the case of electronic publications (such as compact discs, online publications), the ISBN must appear on the title display, that is the first display page or on the screen that displays the title or its equivalent (e.g., the initial screen displayed when the content is first accessed and/or on the screen that carries the copyright notice). For eligible educational/instructional films, videos, and transparencies, the ISBN must appear on the credit titles. If the publication is issued in a container that is an integral part of the publication (e.g., a compact disc, cassette, or diskette), the ISBN should be displayed on any labels included with that container. If it is not possible to display the ISBN on the container or its label, then the ISBN should be displayed at the bottom of the back of any permanent packaging for that container (e.g., the box, sleeve, or frame).

16. What is an imprint?

Ans. An imprint of a publisher is a trade name under which a work is published.

17. What is the difference between a bar code and an ISBN?

Ans. ISBN is a number. A bar code is the graphic with vertical lines that encodes numerical information for scanning purposes. An ISBN and a bar code are two different things.

18. I have already published my book, so now can I apply for an ISBN?

Ans. Yes, an ISBN is assigned to each edition and variation of a book except reprinting.

19. Do ISBNs have to be assigned to books that are not being sold?

Ans. No, they do not have to be assigned, but they can be.

PUBLICATION FORMAT, REPRINTS, EDITIONS, etc.

1. What distinguishes a new edition from a reprint?

Ans. A reprint involves printing more copies without making significant changes. Possibly a few typos are being corrected. A new edition indicates a significant change; the content has likely been changed in a way that could lead a consumer to complain that what they received was not what they had anticipated. Alternatively, text has been altered to include a new component, such a preamble, an appendix, or more information. Or the information has been updated. Alternately, the book's layout has changed.

2. Does a second edition retain the same ISBN if it has the same title as the first?

Ans. No, a new edition is treated as a unique product with its own ISBN.

3. How are ISBNs assigned to multi-volume works?

Ans. ISBNs are assigned to the volumes as they are sold as products. If they are only available as a set, the set gets one ISBN. If each volume is available separately and as a set, each volume gets an ISBN and the set gets an ISBN.

4. How are ISBNs assigned to books in a series?

Ans. An ISBN is assigned to each book in the series. A series of books is also eligible for an ISSN (International Standard Series Number), available from the National Institute of Science Communication & Policy Research (CSIR-NIScPR), National Science Library (NSL) & ISSN National Centre, India.

5. How are ISBNs assigned to packages?

Ans. ISBNs are assigned to the package and to the individual products in the package if (a) the product is eligible for an ISBN and (b) the products are sold separately. Any product that needs to be ordered as a distinct product and that is eligible for an ISBN, should be assigned an ISBN in addition to the package itself, if it contains items that are eligible for an ISBN.

6. Can ISBNs be assigned to magazines?

Ans. ISBNs are not assigned to magazines, academic journals or other periodicals. However, if a single issue of a periodical is being sold as a book, then that issue alone may be assigned an ISBN.

7. What products and entities are eligible for ISBNs?

Ans. The ISBN is intended for a monographic publication: text that stands on its own as a product, whether printed, audio or electronic. ISBNs are never assigned to music, performances or images, such as art prints or photographs. Consult this chart to determine if specific products/entities are eligible for ISBNs.

8. Can ISBNs be assigned to Magazines?

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9. Can ISBNs be assigned to Magazines?

Ans. ISBNs are not assigned to magazines, academic journals or other periodicals. However, if a single issue of a periodical is being sold as a book, then that issue alone may be assigned an ISBN.

10. Do I have to identify different formats for digital publications with separate ISBNs?

Ans. Yes, whenever anyone in the supply chain needs to identify them separately, then each product needs a unique ISBN. When there are different formats available that operate on different devices or software programs, the end user has to know what format to order. Therefore each different format has to be identified by its own ISBN.

11. Does a change of format require a new ISBN?

Ans. Yes, different formats need different ISBNs in order, for example, that a customer who wants to buy a book in hardback rather than paperback can be confident that they will receive the correct format.

12. I would like to issue a new ISBN for marketing reasons. Is this permissible?

Ans. No, if there is no change of text, format or binding which would justify a new ISBN. However, a separate ISBN may be assigned if required by the supply chain.

13. I am reprinting a book with a price change. Is a new ISBN required?

Ans. No, a price change does not require a new ISBN.

14. I am publishing a book with another publisher. Whose ISBN should appear in the book?

Ans. In the case of a joint publication, both publishers are entitled to have an ISBN on the book. It should be made clear which number identifies which publisher. However, if only one publisher is to hold stock and distribute the publication, then it is recommended that the ISBN of the publisher who is responsible for distribution appears in bar-coded form on the back cover of the book.

15. Can I use the same ISBN for the same Titles which have different Product Forms (Hardback and E-Book Reader)?

Ans. No, unique ISBN should be taken for the same Titles with different Product Forms. Same ISBN should be only used for Re-printing the same book. In other cases such as changes in title, content, author, product forms, product compositions, different ISBN must be used.

OWNERSHIP AND RE-USAGE RIGHTS

1. Can we use an ISBN again?

Ans. No, once an ISBN is attached to a book, it can never be used again. Since libraries and used book dealers continue to catalog and trade a title even after it is no longer in print, the ISBN cannot be used again.

2. Can the buyer of one company utilize the ISBNs from the purchased company, or do they need to obtain new ISBNs?

Ans. All of the company's ISBNs may be transferred to the acquiring entity. The company may continue to use its own particular ISBN prefix even if it is a division or subsidiary of the new corporation. The new parent company may use the ISBNs at its discretion for any title it publishes if the acquired company is reduced to an imprint (a brand) with no independent legal status.

3. I want to confirm that the ISBN I received from my printer is in fact in my name. How can I move the ISBN?

Ans. Individual transfers of ISBNs are not permitted. A self-publisher requires their own ISBN if they wish to be recognized as the publisher. An ISBN cannot be transferred, sold, or given away by a printing company or publisher services provider to a client.

4. Whose ISBN appears on the book if more than one publisher or self-publisher is responsible for its publication?

Ans. The ISBN is printed on the book by the publisher who fulfills orders. However, in the case of a jointly published work, both publishers are allowed to list their ISBNs on the book.

5. What can be done when a book is printed with the wrong ISBN?

Ans. The book must receive a brand-new, unpublished ISBN, stickers or labels must be produced and attached to the books, and all organizational databases must be updated with the new, accurate ISBN.

6. Can I use a friend's or family member's ISBN?

Ans. The ISBNs cannot be given to a friend or family because they are regarded as the property of a publishing company or individual.

7. Whose ISBN appears on my book if I use a print-on-demand (POD) publisher?

Ans. The ISBN is acquired by whoever is designated as the publisher. The POD is typically the publisher and has their ISBN placed on the book. Very rarely, the self-publisher serves as both the publisher and the POD due to the contractual arrangements. Because the POD fills orders, it frequently serves as the publisher.

8. Is it possible to assign ISBNs based on access rights?

Ans. Yes, a product can be given a unique ISBN if it has to be traced throughout the supply chain for trade, discovery, and reporting. Separate reporting is needed to evaluate differences between access rights programmes for customers.

9. Who is eligible to obtain ISBN from Indian National ISBN Agency (RRRNA)?

Ans. A person or entity who publishes from an office of business that is based in India. Authors who self-publish must reside in India to obtain ISBNs from the Indian ISBN Agency. The publisher's nationality, citizenship or intended market are irrelevant in the assignment of ISBNs.

10. My printer offered to arrange an ISBN for my book. Is that OK?

Ans. Usually the printer is not the publisher, but someone who takes an order from the publisher to print the book. Of course the printer can help the publisher with the ISBN application forms but it is required that the ISBN registrant element and the ISBN are registered in the name of the genuine publisher, to ensure the traceability of the publication in databases after it has been published.

11. I am an author/self-publisher and want to publish my E-book by means of a self-publishing platform. The platform has given the book an ISBN from its own ISBN registrant element. Is that OK?

Ans. In that case the platform will be considered the publisher. This is not recommended practice. If you later break the relationship with the platform and decide to distribute your book elsewhere, you will need a new ISBN of your own. It is therefore better to obtain an ISBN of your own from the start. RRRNA can assign ISBNs from ranges reserved for small publishers or even assign single ISBNs.

12. Can I reassign ISBNs to some other books when the books to which they were originally allocated were never published at all?

Ans. No

13. Is it possible to reassign ISBNs when the books to which they were allocated are out of print?

Ans. No, an ISBN identifies a given title and its edition and binding for all time. Even if out of print, it will still exist in some shops, and will certainly still exist in libraries.

14. Does a change of author's name require a new ISBN?

Ans. Yes - for example when an author decides to use their own name rather than a pseudonym.

15. I am taking over another firm which already has an ISBN registrant element. All future books will be published under my name. Can I renumber all the other firm's titles?

Ans. Not until they are reprinted under your own publisher name or imprint and carry your publisher name.

BOOK DETAILS SUBMISSION (METADATA)

1. What is ONIX?

Ans. The ONIX (ONline Information eXchange) for Books file format is an XML-based standard for book and other book-related products metadata in order to provide a consistent method to share product information for a variety of stakeholders including: publishers, retailers, and supply chain partners. The ONIX for Books format is the international standard for representing product information in electronic format and is heavily utilized around the globe. ONIX fields are used to describe a publication in the ISBN India online system.

2. Which Products can be described through ONIX?

Ans. While the file format is named ONIX for Books, additional products and media can be described using the file format including: audio-books, recorded video, e-books, and educational software etc.

3. Is ONIX only used for 'books'?

Ans. Although the format is formally known as ONIX for Books, it has always covered other media such as audiobooks or recorded video and other products produced by publishers and other organizations which are distributed through the book supply chain. This includes educational software, cartographic products, some toys and games, promotional apparel, point-of-sale items and – of course – digital audiobooks, e-books and electronic devices like e-book readers.

4. What is Product Composition?

Ans. A Product Composition is a metadata field in ONIX Schema, where the applicant can select the appropriate structure of Product according to the requirement. In ISBN Portal, while entering the details of the Book, Applicants will be able to see five types of Product Composition.

5. What is Product Form?

Ans. To describe the product more closely, or to provide additional information, you can opt for detailed product form information in the Product Form field respectively. Under this field, you will find a broad selection allowing you to describe your product more closely according to its form. This includes types of binding, book, audio and video formats and compatible operating systems.

6. What is Single Component Retail Product Book and Multiple Component Retail Product Book?

Ans. Single Component Retail Product Book is retailed as a single product. Multiple-component products retailed as a whole. For instance, if a Book is retailed as a single product, opting Single Component Retail Product will be most suitable. In case, if there are 3 volumes for a Title which are retailed together, it can be included in the Multiple Component Retail Product.

Furthermore another product compositions are Multiple-item collection which are retailed as separate parts which is used only when an ONIX record is required for a collection-as-a-whole, even though it is not currently retailed as such, Trade-only product means product available

to the book trade, but not for retail sale, and not carrying retail items, e.g. empty dumpbin, empty counter pack, promotional material, Multiple-item trade-only pack means product available to the book trade, but not for general retail sale as a whole. It carries multiple components for retailing as separate items, e.g. shrink-wrapped trade pack, filled dumpbin, and filled counter pack, Multiple-item pack carrying multiple components, primarily for retailing as separate items. The pack may be split and retailed as separate items or retailed as a single item.

INTERNATIONAL MATTERS

- 1. Does a publisher need to obtain an ISBN for a foreign country if they plan to sell their books there?**

Ans. No, all ISBNs are international. They are merely assigned locally.

- 2. Does obtaining an Indian ISBN make it necessary to sell the book in India if the ISBN was assigned in another nation?**

Ans. No. All ISBNs are international. There is no such thing as an Indian ISBN. ISBNs are international, but assigned locally.

- 3. Can an Indian fulfillment house assign an ISBN to a book with an ISBN assigned by another ISBN Agency in another country?**

Ans. No. All ISBNs are international. The only times a distributor or fulfillment house can assign an ISBN are a) if the product is sold by a publisher in a country that has no ISBN Agency or b) for internal tracking use only.

HELP DESK / TECHNICAL QUERY

1. How can I Register in the ISBN Portal for taking an ISBN?

Ans. Every Applicant has to visit the official website of Raja Rammohun Roy National Agency for ISBN ([xxx.xxxxxx.xx.xx](#)) in the Homepage itself the tab for Applicant Registration is given and the Applicant can register under the category which suits him/her most.

2. I already have an ISBN account on my previous portal, do I need to register again on the new portal?

Ans. Yes, as there are changes in the format of application forms and metadata format on the new portal. An existing online ISBN user needs to make a new ISBN account on the new version of the ISBN portal. A new applicant who has never taken ISBN via online portal earlier may directly apply on the new portal.

3. I use ISBNs for internal purposes/publications that I do not wish to make available to the public. Do I still have to report them and submit metadata to the ISBN registration agency?

Ans. Yes. RRRNA has to keep a complete ISBN register in order to carry out the proper administration of the ISBN system in compliance with the guidelines of the ISBN standard. If you do not submit the metadata of these ISBNs you might end up in the situation of having used up the complete capacity of your ISBNs, yet the ISBN Agency refuses to give you an additional registrant element because in the Agency's records they are not used up at all.

4. I have the remaining set of ISBNs which was issued manually before the commencement of ISBN Portal. So, do that ISBNs are valid. Can I use it?

Ans. Yes

5. I got my ISBN from my printer and now I want to make sure it's in my name. How do I transfer the ISBN?

Ans. ISBNs cannot be transferred on an individual basis. If a self-publisher wants to be identified as the publisher, the self-publisher must get their own ISBN. A printing company or publisher services company cannot sell, give away or transfer one of their ISBNs to a customer.

6. How much time will it take to complete the full process for ISBN Issuance?

Ans. Issuance of ISBN consists of three stages of approvals which the Applicant have to get from the Department. Normally it will take 7 to 9 working days for the Issuance of ISBN from the Date of Registration, but also it depends on the number of Applications received.

7. What are the Documents required for Registering in ISBN Portal?

Ans. ISBN Portal is providing different types of Publisher Categories for Applicants to apply as per their Requirements. As there are different types of Publisher Categories, the documents required are also different. These can be seen when choosing Applicant and Publisher type while registering in the Portal.

8. What is a Registered ID proof of the Publishing Agency?

Ans. A document in support of the fact that the publishing entity publishes from an office of business that is based in India. Ex- CIN Certificate, VAT Certificate , MSME Udyog Aadhaar or any document issued by State/Central Government body to the Publisher.

9. What is an ISBN Request letter?

Ans. An ISBN Request Letter is a document which should be submitted by the Applicants who registered under Institutional Publisher and Institutional Author category. It can be stated as a request from the Institutional/Organization side for the Issuance of ISBN. It must be written on the Institute's/Organization's Letterhead issued by the competent authority (stamped and sealed. (Along with details of the seminar/conference).

10. I am not able to log in to the ISBN Portal. It's always showing an Email ID or Password does not exist?

Ans. If the Applicant is not able to Login in ISBN Portal, a Forgot Passport link is provided in the Login Panel itself where the Applicant has to submit the Registered Email ID and a Security Code provided in the Panel itself. After submitting the details, password will be sent to the Registered Email ID

11. When will I get the Login Credentials after registering in the ISBN Portal?

Ans. After submitting the first Registration window, the Login Credentials will be immediately mailed to the Registered Email ID of the Applicant. But the Registration Process will only complete when the Applicant Login to ISBN Portal and submit the Post Registration Form and get Approved by the Department after verifying the details and uploaded documents.

12. I have received mail regarding my Rejection of ISBN Registration. What can I do now?

Ans. If the ISBN Registration got rejected, the Applicant has to again register from the beginning through ISBN Website Homepage following the Rejection reason put forward by the Department.

13. How much time will it take to get Approval for my ISBN Registration (Post-Registration)?

Ans. After completing the Post-Registration, it will take around 2 to 3 working days for getting the Approval. After getting the Approval only, the Applicant can proceed with the ISBN Application.

14. I got an email stating that 'Your Registration Needs Some Clarifications. Kindly Login and Update Your Profile as Per the Required'. What should I do now?

Ans. In this case, the Applicant has to Login to ISBN Portal, the first appearing page will be the Clarification window where the Applicant has to upload the Documents again as per the remarks put forward by the Department.

15. I accidentally uploaded a Wrong Document while registering for ISBN Registration. Now what can I do?

ISBN Registration usually got Rejected due to failure of Applicant in providing the exact information or Documents as per the Category applied for. After Rejection, the Applicant will receive a mail to his/her registered Email ID with the Rejection Reason. After that, the user has to register in the portal from the beginning (New Applicant Registration) and enter the details/documents as suggested in the Rejection Reason.

16. I am publishing my Books using various Trade Names under my Parent company. Is that possible?

Ans. Yes. For publishing under various Trade Names (Imprints), the Applicant has the option to add them during the Post-Registration process. No. of Imprints that can be added at the time of Post Registration is limited to three. In case, if the Applicant has to publish books under more Imprints, he/she has the option to add it through Edit Profile option which can be only visible after getting the Approval of Registration from the Department.

17. What can I do, if I want to change the Publishing Fields after submitting the ISBN Application?

Ans. Publisher Fields cannot be changed after submitting the ISBN Application. But the user can add the required Publishing Field in the 'Update Additional Details' options which will appear in the User account after Issuance of ISBN for a particular Title.

18. Where can I check the Status of my ISBN Application?

Ans. The status of an ISBN Application can be checked by logging into your ISBN Portal. It will be shown in the My Application Interface of the User Profile.

19. I had been reserved with 10 ISBNs, but now I have used all of them. How can I get more ISBNs?

Ans. After using the 90 percent of Earmarked ISBNs, Applicants can get more by selecting the Apply for New Application button given in My Application (ISBN Request) and submitting it to the Department by filling the required fields.

20. I am a Self-Publisher and I have written more than 5 Books. When I am trying to submit an ISBN Application, I am only able to enter the Name of one Title. Kindly give a solution.

Ans. As you registered under Self Published by Author Category, you will only be able to get one ISBN at a time. After using the Earmarked ISBN, you can apply for the next one by following the same procedures from Applying for New Application.

21. How does RRRNA decide the size of ISBN blocks to be allotted?

Ans. ISBNs are allotted in blocks for publishers and the smallest block is of 10 numbers, generally allotted to the first application. For an author, a single ISBN is allotted against a single title. An ISBN is assigned to each edition and variation (except reprinting) of a book. For example, an e-book, a paperback and a hardcover edition of the same book would each have a different ISBN. The ISBN to be allotted is the prerogative of the Raja Rammohun Roy National Agency, which takes in account the publishing activity already done and proposed to be done in the future by the applicant.

22. What happens if I have used all the numbers in my ISBN registrant element?

Ans. An additional registrant element can be assigned – allowing for a larger output if necessary. This is an additional registrant element and not a replacement.

23. When should I have to upload the Book Details in the Application?

Ans. After getting the approval of ISBN Category from the Department, User will receive a mail mentioning 'ISBN Earmarked' and also an option called 'Fill the Title Details for which ISBN Required' will appear on the My Application page of User Account corresponding to the Application Reference Number. After clicking on that option, on the next page, you will be able to see the 'Add New Book' option.

24. How do I select the correct amount of ISBNs?

Ans. ISBNs are earmarked in blocks of 10, 100, and 1000 (Category 1, 2 and 3 respectively). When securing ISBNs, we recommend the Applicant to estimate the amount of publications you will be publishing within one year, and we will earmark the block that best suits your needs.

25. My Book consists of more than one Language. In that case, what Language should I select?

Ans. If the book is written in more than one language, the applicant may choose the language that appears most frequently in the book.

26. I am taking ISBN for my New Book, but the exact Date of Publication is not confirmed. What should I do?

Ans. If the Author/Publisher is not clear about the exact Date of Publication, he/she can mention the approximate date and in later stages after Issuance of ISBN he/she will be able to change it.

27. I am publishing the 2nd Edition of Book with the same Title. Does the website show any errors while entering Book details?

Ans. The Applicant can enter the same Title details, but keep in mind that before submitting the Book detail form, it is mandatory to tick the checkbox entitled 'Different Edition'.

28. Our Publishing Agency has to take ISBN for more than 100 Books, it's difficult to Add the Book Details one by one. Are there any alternatives for this?

Ans. Yes, in My Application page, an Upload Books option is given accompanied with a sample Excel file. The User can download that Excel file and enter the details of books corresponding to the balance ISBN available (in the particular Application), and then upload it.

29. How much time will it take to Issue ISBN after submitting the application?

Ans. normally it will take 3 Working Days for the Issuing ISBN, but also it depends upon the number of applications received.

30. What can I do if my ISBN Application gets Rejected?

Ans. Usually, ISBN Applications are rejected due to mentioning of wrong details in the Application. If the Application got rejected, an Edit option will appear near to the corresponding Title. After editing the details as per the Rejection Reason suggested by the Department, the User will have to Update the Application and Resubmit to RRRNA.

31. An ISBN Number is issued for my Title, is there any further procedures to be done?

Ans. After Issuance of ISBN, the Applicant have to upload an Original Cover Page and Title Verso Page of the Book. Then all the procedures for that particular book will be over. The ISBN and relating Book details will show in the website only if the Applicant uploads the Cover Page and Title Verso Page. Otherwise it will be on Pending.

32. What is a Title Verso page?

Ans. Title Verso is the page displaying –Title, Name of the Author, Publisher, Printer and copyright details.

33. Can I change or edit my Publisher Name after once I registered in the Portal?

Ans. The Users can change the name of the Publisher only if they are providing the supporting documents in the Edit Profile option and this would be officially changed by getting the approval from ISBN Agency after submitting the Request.

34. Where can I get the Details of the Book by searching with ISBN Number?

Ans. The official platform for searching books with ISBN Numbers based in India is provided in the RRRNA ISBN website. Also User can employ the following link: [\(xxx.xxxxxxxx.xx.xx\)](#)

35. ISBN was issued to my book, but from where I can get the barcode?

Ans. RRR ISBN Agency is not the Authorized Organization to provide the Barcode for ISBN. To get more details about the Barcode, Publishers may speak with their printer or graphic designer or search for local barcode providers online.

36. Can I change the Title of a Book after the Issuance of ISBN?

Ans. No, the Title of the Book cannot be changed after the Issuance of ISBN. Also the Publisher Name and Author/Editor Names cannot be changed. You can edit certain options such as Product Composition, Product Form, and Date of Publication etc. Also the user will have the option to update additional Details of a Book such as Edition Details, Product Details and Contributor Details.

37. My company's postal address, telephone number, email address or website address has changed. Do I have to notify my ISBN Agency?

Ans. Yes, you can update the desired information after logging into your ISBN account and Editing the Profile. But the Applicant has to upload the supporting document for this. And the modification will be official only after getting Approval from the Department.

38. Can I search my ISBNs allotted on the previous version on this new version?

Ans. No, those will be searchable on the previous version only.

39. Will people in other countries be able to search for my books in search engines in those countries?

Ans. Yes, by clicking ISBN Search at the home page of the ISBN portal.

40. I have the ISBN of a book and I want to contact the publisher. How can I retrieve information about the publisher from the ISBN?

Ans. The information about the publishers is available with the RRRNA and can be obtained from the agency. This will only work in the case of books that have ISBNs issued from the India ISBN Agency. If, on the other hand, the ISBN is for a book that is not from an Indian publisher, then you can try searching in the Global Register of Publishers at www.grp.isbn-international.org.

41. I am facing some Technical Issues during the ISBN Procedures. What can I do?

Ans. If the User is facing any Technical Issue in the ISBN Portal, User can immediately drop a mail to Technical Query Email ID (isbnhelp@inlibnet.ac.in) by mentioning the Registered Email ID of Applicant and Application Reference No. (In case of any Issue facing after Application Submitted). If possible, try to attach the Screenshot of Issue regarding. After sending the mail, wait for 1 working day (inclusive the day you sent the mail) and if there is no reply (due to pending queries), try to contact Technical Team Helpline (079-23268229) and enquire about the Status of Mail sent.