

Related Items File Specifications

Dear Publisher/Distributor

BookManager is the leading provider of software and data solutions for the Canadian retail book industry. There are more than 400 independent booksellers using our inventory control/point-of-sale software. Furthermore, hundreds of stores also use our PubStock and TitleLink databases both online, or from their BookManager software. In addition, those stores also access online catalogues that integrate their own inventory statistics to help them make buying decisions.

Our bibliographic data service used by booksellers is called **TitleLink**. We collect data from many different sources, and have info on over 10 million items. We also list publishers' catalogues and promotional lists online.

Booksellers can search TitleLink data either on our website, or directly from their BookManager screen. After locating titles that match their search criteria, they use the **PubStock** price and availability information to select a supplier to order from. They also view related items to find other editions, displays or comparable titles to help their buying decision. It is therefore important to not only have a complete listing of your titles represented as a part of TitleLink, but to make sure that items related to any given title are also indicated accurately.

File Formats

Many publishers/distributors create ONIX 2.1 bibliographic files, in compliance with BookNet Canada standards. The ONIX file standard provides ways to send info on related and comparable items in addition to populating bibliographic data. We accept files in this standard. If you are not able to create an ONIX file, then we suggest creating an Excel spreadsheet. A spreadsheet of Related Items should be sent separately from any bibliographic data you may already send us (ONIX or otherwise). If you already create files in a different format used by other companies, it is possible that we can read that also.

Spreadsheet column labels:

We are looking for just three fields...

ISBN

Related_ISBN

Relation_Code

We do not need the fields in any specific order. You must identify what each column pertains to by using the exact spelling of the above specifications in the first row of the spreadsheet or file. At our end, we will use the first row to determine which column relates to which field. The column headers are not case sensitive. We can provide a template of this file to help you along.

If your system can automatically generate this information, but uses different column headers, then we may still be able to work with the files, so long as the first row contains meaningful column headers.

Below are some tips for each field:

ISBN

This field is mandatory. ISBNs can be with or without dashes, and have either 10 or 13 digits. If your non-book product does not have an ISBN, the UPC can be entered into this field. If you supply us with PubStock information, please use the same number here that you use in your PubStock file. Any single ISBN can be repeated on as many lines as necessary to accommodate the number of uniquely related items.

Important! Because ISBNs are mostly numeric, Excel stores the column as a number field, and this means it will drop the leading zeros that are an important part of the ISBN. To prevent this, you can click the column (i.e. highlight it), then right-click and choose “format” to force the column to be treated as “text”. If you are importing a text file, the import wizard gives you the option of doing this before the titles are imported.

Related_ISBN

This field is also mandatory, and contains the product number of the item that is related. As with the ISBN field, ISBNs can be with or without dashes, and have either 10 or 13 digits. If you supply us with PubStock information, please use the same number here that you use in your PubStock file.

Relation_Code

Links within our database between items with the same author, series, or title are already achieved with our search engine. Links between other related or comparable items are created by sending us this separate feed with the proper 4-digit Relation_code (200#):

2000 = *Previous Edition*: the Related_ISBN is previous to (replaced by) the ISBN

2001 = *Next Edition*: the Related_ISBN is the newer edition of (replaces) the ISBN

2002 = *Comparable Title*: the Related_ISBN is a similar product or publisher’s suggested alternative product – can be used by bookseller to compare/predict product performance or suggest other titles to customer.

2003 = *Other Related Title*: the Related_ISBN is related to the ISBN *in some other manner than* that it is a different binding, has the same author, has the same series name, or is covered by another Relation Code listed here. For example, the Related_ISBN is supplementary to the ISBN, or is a special edition. *We assume this Relation Code when this field is left blank.*

2004 = *Other Language*: the Related_ISBN is an other language version of the ISBN.

2005 = *Included Items*: the Related_ISBN is included as part of the ISBN. EG: ISBN is a CD & Book combo, and the Related_ISBNs (separate line for each) are the CD and Book.

2006 = *Included In*: the Related_ISBN includes the ISBN. EG: the ISBN is a CD, and it is also included as part of a CD & Book combo shown as the Related_ISBN.

How and when to send data

The Related Items file needs to be sent to us anytime you wish to change the items specified as related to one another. Be sure to include all Related_ISBNs for each ISBN, for each Relation_Code supplied. Please do not send partial changes. For example, if you have previously sent us one Related_ISBN with the Relation_Code of 2002 for a particular ISBN, and wish to add 2 more Related_ISBNs, be sure to send the new file with all three Related_ISBNs listed. This is because we replace all related items you send for each ISBN per each Relation_Code to ensure each listing is complete and accurate.

Please email us your first file, unless you are already set up on our FTP server. After your first file is verified, we can arrange for you to FTP an updated file on a regular basis.