Kulturelle Vielfalt befördern.

Guidelines
Mastering Orders Interface

Version 3.0

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Overview

Mastering orders result in the making available of a book in the BoD production archive. Digital mastering orders become binding on receipt and no further confirmation is required.

Following completion of mastering and, if desired, the subsequent approval of a sample copy, the book is available without restrictions for production within the scope of the on-demand procedure.

The book can thus be ordered by the publishing house and, if included in the contractual agreement, will automatically be added to the catalogues of affiliated book wholesalers and online book retailers and/or released for orders from publishing distributors. Only the notification to the VLB (German catalogue of books in print) must, if desired, be carried out by the publishing house itself.

In addition to print data (PDF), mastering orders also include a metadata set (XML) containing the desired characteristics of the book and all key catalogue information. A number of additional services can, furthermore, be ordered directly together with the mastering order, such as, for e.g., parallel distribution as an e-book.

In order to take account of the wide range of customer requirements this handbook also describes such optional additional services separately. These elements are also optional in technical terms (XML definition):

- Mastering order including order for an advance copy
- Mastering order for multi-volume books
- Mastering order including an order for international distribution
- Mastering order including an order for e-book conversion und -distribution

Methods for ordering books are not included in this handbook. BoD offers another dedicated interface for drop shipment orders (printing order including direct shipment to end consumers including invoices), for which specifications are also available (“Drop Shipment Interface Handbook”).

For details on print data and colour management please see the “BoD File creation guide”.

Mastering orders

This chapter describes the XML structure of the order file. The sample data sets are followed by lists of the elements and attributes and their permitted content.

The mastering order without additional options described in Section 2.1 below represents a basic data set which is in many cases absolutely sufficient for book production using BoD.

The additional options explained separately following this can be combined and added to as desired. In the implementation of the workflow, it is thus possible to initially only realise and test the basic upload type. The desired additions can subsequently be implemented step-by-step as required.

2.1 Mastering orders without additional options

2.1.1 Example

```
<?xml version="1.0" encoding="UTF-8"?>
<BoD>
  <Header>
    <FromCompany>Example Publishing House</FromCompany>
    <FromCompanyNumber>123456789</FromCompanyNumber>
    <SentDate>20201031</SentDate>
    <SentTime>11:26</SentTime>
    <FromPerson>First Name Surname</FromPerson>
    <FromEmail>production.editor@sample.com</FromEmail>
  </Header>
  <MasteringOrder>
    <Product>
      <MasteringType>Upload</MasteringType>
      <EAN>9783833413667</EAN>
      <Contributor>
        <ContributorRole>author</ContributorRole>
        <ContributorName>Fleming, Carolyn</ContributorName>
        <ContributorShortBio>Lorem ipsum dolor sit amet, consetetur
          sadipscing elitr, sed diam nonumy tempor.</ContributorShortBio>
      </Contributor>
      <Title>Adventures on Seven Continents</Title>
      <SubTitle>A Journey Around the World</SubTitle>
      <Series> Classic Travel Literature, Vol. 36</Series>
      <PartNumber>3</PartNumber>
      <Imprint>Travel Lounge</Imprint>
      <EditionNumber>3</EditionNumber>
      <PublicationDate>20020328</PublicationDate>
      <Blurb>Stet clita kasd gubergren, no sea takimata sanctus est Lorem
        ipsum dolor sit amet.</Blurb>
      <Slogan>A travel literature classic</Slogan>
      <Height>210</Height>
      <Width>148</Width>
      <Pages>296</Pages>
      <ColouredPages>5</ColouredPages>
      <ColouredPagesPosition>4,17,56,123,124</ColouredPagesPosition>
      <Paper>white</Paper>
      <Binding>PB</Binding>
      <Quality>Standard</Quality>
      <CoverDuplex>yes</CoverDuplex>
      <Finish>matt</Finish>
      <Language>eng</Language>
      <Subject Scheme="WGS" AudienceRangeFrom="12">1111</Subject>
      <Price>
        <PriceValue>13.70</PriceValue>
        <PriceCurrency>EUR</PriceCurrency>
      </Price>
    </Product>
  </MasteringOrder>
</BoD>
```

2.1.2 Explanations

XML declaration (mandatory)
The XML declaration must correspond exactly to the form specified in the code example and, as a result, character encoding must thus follow the UTF-8 standard. All special characters can, as a matter of principle, be used in all free text elements such as the book title and blurb. It should, however, be noted that many catalogues and shops do not, as yet, fully support the UTF-8 standard. We therefore recommend limiting the character sets used to those corresponding to ISO 8859-1. Typographic attributes such as underlining, italics or bold are not possible.

Header (mandatory)
The header only contains the sender information:

- `<FromCompany>` — Publishing house name (mandatory, free text)
- `<FromCompanyNumber>` — BoD customer number (mandatory, integer)
  The customer number is provided by BoD. If, for accounting reasons, one publishing house has different customer accounts with BoD, the correct customer account must be used for each title to ensure that the title is assigned to the correct account. In the case of deviating publishing house names, however, it is sufficient to indicate the name in the imprint element.
- `<SentDate>` — Date sent using the format YYYYMMDD (mandatory)
- `<SentTime>` — Time sent using the format HH:MM (mandatory)
- `<FromPerson>` — Sender's name (optional, free text)
- `<FromEmail>` — Sender's e-mail address (mandatory, repeatable)
  The e-mail addresses given here will be used for automated feedbacks, e.g. error notifications for the print data.

MasteringOrder (mandatory)
Identifies the order as a mastering order and must contain <Product> once.

Product (mandatory)
Contains all the metadata for the title: as a minimum the elements stated as mandatory below.

MasteringType (mandatory)
The <MasteringType> element states the type of mastering order. Permissible entries are:

- `Upload` — The order includes archiving of the print-ready PDF data and, insofar as agreed, the catalogue notification to distribution partners.
- `Scan` — The order does not include any print data. An original copy for scanning will be provided parallel to the order.
- `AddIntlDistribution` — The order only includes retrospective booking of international distribution for a book which is already available. See Section 3.1.

- `AddEBook` — The order only includes retrospective booking of e-book distribution for a book which is already available, including e-book conversion. See Section 3.2.

EAN (mandatory)
Contains the ISBN-13 without hyphens or spaces.

Contributor (mandatory, repeatable)
Every mastering order must include at least one <Contributor> element. The element is repeatable, so that multiple authors, editors, or other contributors can also be named. Every <Contributor> element must/can contain:

- `<ContributorRole>` — Mandatory. Possible data are:
  - `Author` (ONIX: A01)
  - `Illustrator` (ONIX: A12)
  - `Photographer` (ONIX: A13)
  - `Drawer` (ONIX: A35)
  - `Editor` (ONIX: B01)
  - `VolumeEditor` (ONIX: B13)
  - `SeriesEditor` (ONIX: B09)
  - `FoundedBy` (ONIX: B17)
  - `PrefaceBy` (ONIX: A15)
  - `ForewordBy` (ONIX: A23)
  - `IntroductionBy` (ONIX: A24)
  - `AfterwordBy` (ONIX: A19)
  - `NotesBy` (ONIX: A20)
  - `CommentariesBy` (ONIX: A21)
  - `ContributionsBy` (ONIX: A32)
  - `RevisedBy` (ONIX: B02)
  - `AdaptedBy` (ONIX: B05)
  - `TranslatedBy` (ONIX: B06)
  - `CompiledBy` (ONIX: C01)
  - `SelectedBy` (ONIX: C02)

  The ONIX Code List 17 equivalents given in brackets are only intended to provide orientation, if necessary, also as an aid to compiling an ONIX-based assignment table.
- `<ContributorName>` — Mandatory. Full name in “Name, First Name” format. Max. 240 characters.

- `<ContributorShortBio>` Optional. Short promotional text about the author/editor. Free text, max. 4000 characters.

Title (mandatory, max. 240 characters)
Contains the book title. Free text.

SubTitle (optional, max. 240 characters)
Contains the book's subtitle, insofar as there is one. Free text.

Series (optional, max. 200 characters)
Contains, if there is one, the name of the series and the volume number. Free text.

PartNumber (optional, max. 20 characters)
Contains, if given, the volume number of the series. Free text.

Imprint (optional, max. 200 characters)
The customer number given in the header is automatically linked to the publishing house name . Publishing houses working with several brands can use the <Imprint> element to enter a brand name which deviates from the default setting (The imprint must be stated as the publishing house name on the book's cover and on the copyright page.) Free text.

EditionNumber (optional)
States the edition number as bibliographical information. If this element is omitted, the catalogue notification will be made based on BoD's internal edition number. Concurrence with the information given in the imprint is thus only guaranteed if the <EditionNumber> element is used. Integer.

PublicationDate (optional)
States the publication date as bibliographical information, using the YYYY, YYYYMM or YYYYMMDD date formats as options. If this element is omitted, the catalogue notification will be made on BoD's internal publication date (release for production). Concurrence with the information given in the imprint is thus only guaranteed if the <PublicationDate> element is used.

Blurb (mandatory, max. 4000 characters)
Contains the blurb or a similar short promotional text about the book. Free text.

Slogan (optional, max. 200 characters)
Short advertising slogan for the book. Can also be used as the header for the <Blurb>. Free text.

Height (mandatory)
Height of the book block in millimetres. Integer.

Width (mandatory)
Width of the book block in millimetres. Integer.

Pages (mandatory)
Number of pages of the print file independent of the pagination. For technical reasons, it must be a multiple of 4. In the case of deviations, the number of pages will automatically be increased to the next higher multiple of 4. Integer.

ColouredPages (mandatory)
States the number of coloured pages in the book. Integer.

ColouredPagesPosition (mandatory, if <ColouredPages> is greater than 0)
States the page numbers of the coloured pages separated by commas and without spaces. The page numbering in the PDF file is definitive, not the book's pagination.

Quality (optional)
Specifies the printing quality and thus determines the production price. Using this option is subject to contractual agreements. If the element is omitted, a default will be used as agreed with BoD. Permissible entries are:

- `Premium` — Graphic-Arts quality
- `Standard` — Book printing quality. This quality is not available for:
  - Booklets (Binding = Booklet)
  - Wire-O (Binding = WireO)
  - Hardcover with thread-sewn binding (ThreadSewn = Yes)
  - 90 g, 120 g or 130 g matte white paper (Paper = white90matte, white120, white130)

Paper (mandatory)
Specifies the type of paper for the book block. Permissible entries are:

- `white` — Book paper 90 g white
- `chamois` — Book paper 90 g chamois
- `white80` — Book paper 80 g white
- `chamois80` — Book paper 80 g chamois
- `white90matte` — Matt paper 90 g white
- `white120` — Matt paper 120 g white
- `white130` — Glossy paper 130 g white

Binding (mandatory)
Specifies the type of binding for the book. Permissible entries are:

- `PB` — Paperback (softcover/brochure)
- `HC` — Hardcover (hardback/hardbound book with end papers)
- `Booklet` — Booklet (brochure with staple binding / wire saddle-stitching)
- `WireO` — Wire-O (brochure with twin loop / ring wire binding)

CoverDuplex (optional, only possible if binding = PB/Booklet/WireO)
Specifies if the inside covers of paperbacks, booklets or wire-o bindings should also be printed. Permissible entries are "Yes" and "No". If the inside covers should not be printed, this can also be indicated by omitting the element or not making an entry for the element.

ThreadSewn (optional, only possible if the binding = HC)
Specifies whether the hardcover binding should be thread-sewn. Permissible entries are “Yes” and “No”. If bindings should not be thread-sewn, this can also be indicated by omitting the element or not making an entry for the element.

Finish (mandatory)
Specifies the finish for the cover or dust jacket. Permissible entries are:

- `matt` Cover/Dust jacket will be matt laminated.
- `glossy` Cover/Dust jacket will be glossy laminated.
- `textured` Cover/Dust jacket will be laminated with texture.

Back (mandatory, if Binding = HC)
Specifies the shape of the book’s spine for hard covers. Permissible entries are:

- `straight` Straight spine
- `rounded` Rounded spine

Jacket (optional, only possible if binding = HC)
Specifies if a hardcover should be produced with a dust jacket. Permissible entries are “Yes” and “No”. If there should not be a dust jacket, this can also be indicated by omitting the element or not making an entry for the element.

HC_Material (mandatory, if Jacket = Yes)
Specifies the material for the lamination of the case for hard covers with a dust jacket:

- `efalin_red` Red Efalin paper
- `efalin_blue` Blue Efalin paper
- `efalin_green` Green Efalin paper
- `efalin_orange` Orange Efalin paper
- `efalin_grey` Grey Efalin paper

Subject (mandatory)
States the title‘s category classification. For children’s and young people’s books, the age group must be given in addition. Permissible entries are the codes of the chosen classification system. Lists of permissible codes are provided on enquiry.

- Attribute „Scheme“ in <Subject> (mandatory). Defines the classification scheme. Permissible entries are:
  - `WGS` Germany: category classification system as per the German Book Trade As-sociation‘s new classification system
  - `BISAC` USA: BISAC Subject Headings List
  - `CLIL` France: Classification des thèmes CLIL

Sweden: <Subject Scheme="SBV">ABC</Subject>

- Attribute „AudienceRangeFrom“ in <Subject> (mandatory for children’s and young people’s books). Permissible entries are:
  - `0` Age group 0–3 years
  - `3` Age group 3–5 years
  - `5` Age group 5–8 years
  - `8` Age group 8–12 years
  - `12` Age group from 12 years

Language (mandatory, repeatable)
States the language in which the book is written. Permissible entries are three-letter language identifiers as per ISO 639-2, e.g. “eng” for English. Repeat for bi- or multilingual books.

Price (mandatory, repeatable)
States the price and currency, thus requiring each of the following:

- `<PriceValue>` Retail price with two decimal digits, separation using a full stop
- `<PriceCurrency>` Three-figure currency identifier as per ISO 4217

As a general rule, based on the distribution agreement, only the euro retail price is mandatory.

2.2 Mastering orders including order for an advance copy

By using the optional <ProofDetails> element, a print approval process is added to the mastering order process, which is subject to an extra charge. Customers can order as many advance copies as required, which will be sent to the addresses indicated by the customer. Following checking of the advance copy, approval for printing is given via an email to verlage@libri.de.

2.2.1 Example

The code example below only demonstrates the basic structure and the additions required for the approval process. All of the elements described in Chapter 2 remain mandatory or optional, as indicated by the ellipses.

```
<?xml version="1.0" encoding="UTF-8"?>
<BoD>
  <Header>
    [...]
  </Header>
  <MasteringOrder>
    <Product>
      <MasteringType>Upload</MasteringType>
      <ProofDetails>
        <Copies>1</Copies>
        <AddressLine1>Example Publisher</AddressLine1>
        <AddressLine2>Production department</AddressLine2>
        <AddressLine3>Ms Ann Miller</AddressLine3>
        <Street>Spring Street 2</Street>
        <ZIP>12345</ZIP>
        <City>Gardentown</City>
        <Country>GB</Country>
      </ProofDetails>
      [...]
    </Product>
  </MasteringOrder>
</BoD>
```

2.2.2 Explanations

The explanations given below are limited to the additions to the basic data set described in Section 2.1.

ProofDetails (optional, repeatable)
The following elements and entries must/can be included:

- `<Copies>` Desired number of reference copies (mandatory, integer)
- `<AddressLine1>` E.g. company name (mandatory, max. 35 characters)
- `<AddressLine2>` E.g. full name (optional, max. 35 characters)
- `<AddressLine3>` E.g. extra address line (optional, max. 35 characters)

- `<Street>` Street and building number (mandatory, max. 30 characters)
- `<ZIP>` Post code (mandatory, max. 10 characters)
- `<City>` City (mandatory, max. 30 characters)
- `<Country>` Country code, two letters as per ISO 3166 (mandatory)

2.3 Mastering orders for multi-volume books

By including a number of attributes, multi-volume books can also be described comprehensively. Multi-volume books are works which have to be bound in several volumes due to the large number of pages they contain. The number of volumes is unlimited. All volumes have the same ISBN and cannot be bought singly at retail outlets. However, in order to identify the relevant volume number, the EAN-13 barcode on the cover must be supplemented with the additional EAN-2 code. Please also note the file naming conventions for the print data of multi-volume books described in Section 4.2.

2.3.1 Example

The code example below only demonstrates the basic structure and the additions required for multi-volume books. All of the elements described in Chapter 2 remain mandatory or optional, as indicated by the ellipses.

```
<?xml version="1.0 encoding="UTF-8"?>
<BoD>
  <Header>
    [...]
  </Header>
  <MasteringOrder>
    <Product Type="Multivolume" Volumes="2">
      [...]
      <Pages Volume="1">870</Pages>
      <Pages Volume="2">922</Pages>
      <ColouredPages Volume="1">2</ColouredPages>
      <ColouredPages Volume="2">0</ColouredPages>
      <ColouredPagesPosition Volume="1">9,82</ColouredPagesPosition>
      [...]
    </Product>
  </MasteringOrder>
</BoD>
```

2.3.2 Explanations

The explanations given below are limited to the additions to the basic data set described in Section 2.1.

Attribute Type in <Product> (optional)
The entry “Multivolume” identifies the work as a multi-volume book.

Attribute Volumes in <Product> (mandatory if Product Type = Multivolume)
States the number of volumes. Permissible entry: Integer.

Attribute Volume in <Pages> (mandatory if Product Type = Multivolume)
Assigns the stated number of pages to a volume. Permissible entry: Integer.

Attribute Volume in <ColouredPages> (mandatory if Product Type = Multivolume)

Assigns the stated number of pages to a volume. Permissible entry: Integer.

Attribute Volume in <ColouredPagesPosition> (mandatory if Product Type = Multivolume)
Assigns the stated coloured page positions to a volume. Permissible entry: Integer.

2.4 Mastering orders including an order for international distribution

Using the <InternationalDistribution> optional element with the entry “Yes” expands your mastering order to include the international distribution of a title. Your title will thus also be listed for wholesale retail in the USA, Canada, Great Britain etc. by a BoD distribution partner and, following the receipt of corresponding orders, will be printed and delivered locally. In order to facilitate this, the book will be resized in a local standard format, while retaining its original characteristics. When using this option, a retail price in US dollars must be given in addition to the euro retail price.

2.4.1 Example

The code example below only demonstrates the basic structure and the additions required for international distribution. All elements described in Chapter 2 remain mandatory or optional, as indicated by the ellipses.

```
<?xml version="1.0" encoding="UTF-8"?>
<BoD>
  <Header>
    [...]
  </Header>
  <MasteringOrder>
    <Product>
      [...]
      <InternationalDistribution>Yes</InternationalDistribution>
      <TerritoryRestrictions>
        <Country>BR</Country>
      </TerritoryRestrictions>
      <Price>
        <PriceValue>14.80</PriceValue>
        <PriceCurrency>EUR</PriceCurrency>
      </Price>
      <Price>
        <PriceValue>18.50</PriceValue>
        <PriceCurrency>USD</PriceCurrency>
      </Price>
      <Price>
        <PriceValue>11.90</PriceValue>
        <PriceCurrency>GBP</PriceCurrency>
      </Price>
    </Product>
  </MasteringOrder>
</BoD>
```

2.4.2 Explanations

The explanations given below are limited to the additions to the basic data set described in Section 2.1.

InternationalDistribution (optional)
Permissible entries are “Yes” and “No”. The value ‘No’, the omission of the element or an empty element indicates that the additional option of international distribution is not required. If international distribution is not commissioned for a new version, it will automatically be cancelled for the previous version, if available.

TerritoryRestrictions (optional)
The following elements and entries must/can be included:

- `<Country>` Specifies countries which are explicitly excluded from international distribution through BoD. Permissible entry: Two-letter country code as per ISO 3166-1.

Price (mandatory, repeatable)
Specifies the price and currency. This type of order requires specification of retail prices at least in US dollars. Every <Price> element requires each of the following once:

- `<PriceValue>` Retail price with two decimal digits, separation using a full stop
- `<PriceCurrency>` Three-figure currency identifier (ISO 4217), in this case limited to:
  - `USD` US dollars

2.5 Mastering orders including an order for e-book conversion and distribution

Using the <EBook> optional element allows you to take advantage of the option of also distributing your book as an e-book parallel to the print version. You can choose to either commission BoD to carry out the e-book conversion or provide your own, completed e-book data. If required, individual countries and/or global regions can be excluded from the e-book-distribution.

2.5.1 Example

The code example below only demonstrates the basic structure and the additions required for e-book distribution. All of the elements described in Chapter 2 remain mandatory or optional, as indicated by the ellipses.

```
<?xml version="1.0" encoding="UTF-8"?>
<BoD>
  <Header>
    [...]
  </Header>
  <MasteringOrder>
    <Product>
      <MasteringType>Upload</MasteringType>
      <EAN>9783833413667</EAN>
      [...]
      <EBook>
        <EAN EBookFileType="ePub">9783869361369</EAN>
        <EAN EBookFileType="ePDF">9783869361372</EAN>
        <Conversion>No</Conversion>
        <EBookFileType>ePub</EBookFileType>
        <EBookFileType>ePDF</EBookFileType>
        <Price>
          <PriceValue>10.99</PriceValue>
          <PriceCurrency>EUR</PriceCurrency>
        </Price>
        <TerritoryRestrictions>
          <Zone>Asia</Zone>
          <Country>FR</Country>
        </TerritoryRestrictions>
      </EBook>
    </Product>
  </MasteringOrder>
</BoD>
```

2.5.2 Explanations

The explanations given below are limited to the additions to the basic data set described in Section 2.1.

EBook (optional)
The following elements must/can be contained in the <EBook> element:

EAN in EBook (mandatory, repeatable)
13-figure e-book ISBN without hyphens or spaces. Cannot be identical to the print EAN in <Product>. Integer. The element <EAN> can be repeated here in order to assign different e-book ISBNs to different e-book file formats. However, this distinction is necessary in one specific case only: E-books in the format ePDF need to be given their own ISBN, which may not be identical with that of any other formats of the same title.

- Attribute „ EBookFileType“ in <EAN> (mandatory). Specifies the e-book file format for which the EAN is valid. Permissible entries are:
  - `ePub` Mandatory if an e-book file in the format ePub is uploaded, or if a conversion into this format is commissioned.
  - `ePDF` Mandatory if an e-book file in the format ePDF is uploaded, or if a conversion into this format is commissioned.

Conversion (mandatory)
Permissible entries are “Yes” and “No”. By entering “Yes”, BoD is commissioned to carry out the e-book conversion. “No” requires the upload of at least one file in an accepted e-book format.

ConversionTarget (mandatory if Conversion = Yes, repeatable)
Specifies the e-book file formats into which the source file shall be converted. Permissible entries are:

- `ePub` An e-book file in the format ePub is created and distributed through all available channels (Apple, Kindle, Tolino etc.).
- `ePDF` An e-book file in the format PDF is created and distributed through all channels accepting this format (e.g. eBook.de, Schweitzer Fachinformationen, Thalia.de).

ConversionSourceFile (optional, if Conversion = Yes)
If the conversion shall be done with another file than the print files as its source, the desired source file must be indicated here. Only one entry. Permissible entries are:

- `PDF` An additional PDF file, which is not the print file, is provided.
- `DOCX` A Word Document is provided.
- `INDD` An inDesign file is provided.

Please also note the file naming conventions in Section 4.3a for files provided by the publisher for the e-book conversion.

EBookFileType (mandatory if Conversion = No, repeatable)
Specifies the format of the e-book file(s) which the publishing house is providing together with the mastering order. Permissible entries are:

- `ePub` An ePub format file is provided (reflowable, no fixed layout).
- `ePDF` A PDF file is provided.

Please also note the file naming conventions for e-book data provided by publishing houses described in Section 4.4.2.

Price (mandatory, repeatable)
Specifies price and currency. A retail price in euros must always be stated. Every <Price> element requires each of the following once:

- `<PriceValue>` Retail price with two digits after the comma, separation using a full stop. All e-book prices must correspond to a value in the following euro price list:

	10.99	30.99	52.99	104.99	204.99
0.99	11.99	31.99	54.99	109.99	209.99
1.49	12.99	32.99	57.99	114.99	214.99
1.99	13.99	33.99	59.99	119.99	219.99
2.49	14.99	34.99	62.99	124.99	229.99
2.99	15.99	35.99	64.99	129.99	239.99
3.49	16.99	36.99	67.99	134.99	249.99
3.99	17.99	37.99	69.99	139.99	259.99
4.49	18.99	38.99	72.99	144.99	269.99
4.99	19.99	39.99	74.99	149.99	279.99
5.49	20.99	40.99	77.99	154.99	289.99
5.99	21.99	41.99	79.99	159.99	299.99
6.49	22.99	42.99	82.99	164.99	349.99
6.99	23.99	43.99	84.99	169.99	399.99
7.49	24.99	44.99	87.99	174.99	449.99
7.99	25.99	45.99	89.99	179.99	499.99
8.49	26.99	46.99	92.99	184.99	549.99
8.99	27.99	47.99	94.99	189.99	599.99
9.49	28.99	48.99	97.99	194.99	649.99
9.99	29.99	49.99	99.99	199.99	699.99

- `<PriceCurrency>` Three-figure currency identifier (ISO 4217), in this case limited to:
  - `EUR` Euro

TerritoryRestrictions (optional)
Specifies countries or global regions which are explicitly excluded from e-book-distribution by BoD. The <TerritoryRestrictions> element can contain the following elements:

- `<Country>` Optional, repeatable. Two-letter country code as per ISO 3166-1.
- `<Zone>` Optional, repeatable. Possible entries are:
  - `Africa`
  - `Asia`
  - `Europe`
  - `NorthAmerica`
  - `Oceania`
  - `SouthAmerica`

Retrospective booking of additional options

This chapter describes the XML structure for two order files, which allow retrospective booking of international distribution and e-book-distribution for books which are already available for delivery, without having to re-send the existing print and meta data again. The scope of the data below has been reduced to the required additional information.

3.1 Retrospective order for international distribution

Using the order type “AddIntlDistribution” allows retrospective booking of international distribution as an additional option for books which are already available for delivery (see Chapter 2.4). This type of order requires specification of retail prices in US dollars.

3.1.1 Example

```
<?xml version="1.0" encoding="UTF-8"?>
<BoD>
  <Header>
    <FromCompany>Example Publishing House</FromCompany>
    <FromCompanyNumber>123456789</FromCompanyNumber>
    <SentDate>20061031</SentDate>
    <SentTime>11:26</SentTime>
    <FromPerson>First Name Surname</FromPerson>
    <FromEmail>catalogue@example.com</FromEmail>
  </Header>
  <MasteringOrder>
    <Product>
      <MasteringType>AddIntlDistribution</MasteringType>
      <EAN>9783833413667</EAN>
      <TerritoryRestrictions>
        <Country>BR</Country>
      </TerritoryRestrictions>
      <Price>
        <PriceValue>18.50</PriceValue>
        <PriceCurrency>USD</PriceCurrency>
      </Price>
      <Price>
        <PriceValue>11.90</PriceValue>
        <PriceCurrency>GBP</PriceCurrency>
      </Price>
    </Product>
  </MasteringOrder>
</BoD>
```

3.1.2 Explanations

BoD, Header, MasteringOrder, Product (mandatory)
See the explanations in Section 2.1.2

MasteringType (mandatory)
Using the entry “AddIntlDistribution” as described here identifies the order as a retrospective booking for international distribution. The permissible elements are thus limited to those described here.

EAN (mandatory)
13-figure ISBN without hyphens or spaces. Integer. Specifies a book which is already available from BoD and to which the order relates.

Price (mandatory, repeatable)
Specifies the price and currency. This type of order requires specification of retail prices at least in US dollars. Every <Price> element requires each of the following once:

- `<PriceValue>` Retail price with two decimal digits, separation using a full stop
- `<PriceCurrency>` Three-figure currency identifier (ISO 4217), in this case limited to:
  - `USD` US dollars

TerritoryRestrictions (optional)
The following elements and entries must/can be included:

- `<Country>` Specifies countries which are explicitly excluded from international distribution through BoD. Permissible entry: Two-letter country code as per ISO 3166-1.

3.2 Retrospective order for e-book distribution

Using the “AddEBook” order type allows retrospective booking of the e-book-distribution option as an additional option for books which are already available for delivery (see Chapter 2.5).

3.2.1 Example

```
<?xml version="1.0" encoding="UTF-8"?>
<BoD>
  <Header>
    <FromCompany>Example Publishing House</FromCompany>
    <FromCompanyNumber>123456789</FromCompanyNumber>
    <SentDate>20061031</SentDate>
    <SentTime>11:26</SentTime>
    <FromPerson>First Name Surname</FromPerson>
    <FromEmail>catalogue@example.com</FromEmail>
  </Header>
  <MasteringOrder>
    <Product>
      <MasteringType>AddEBook</MasteringType>
      <EAN>9783833413667</EAN>
      <EBook>
        <EAN EBookFileType="ePub">9783869361369</EAN>
        <Conversion>No</Conversion>
        <EBookFileType>ePub</EBookFileType>
        <Price>
          <PriceValue>10.99</PriceValue>
          <PriceCurrency>EUR</PriceCurrency>
        </Price>
        <TerritoryRestrictions>
          <Zone>Asia</Zone>
          <Country>FR</Country>
        </TerritoryRestrictions>
      </EBook>
    </Product>
  </MasteringOrder>
</BoD>
```

3.2.2 Explanations

BoD, Header, MasteringOrder, Product (mandatory)
See the explanations in Section 2.1.2

MasteringType (mandatory)
Using the entry “AddEBook” identifies the order as a retrospective booking for e-book distribution. The permissible elements are thus limited to those described here.

EAN in Product (mandatory)
Specifies the print book which is already available and should now also be made available as an e-book.

EBook, EAN in EBook, Conversion, ConversionTarget, ConversionSourceFile, EBookFileType, Price, PriceValue, PriceCurrency, TerritoryRestrictions, Zone, Country
See the explanations in Section 2.5

Data transfer and file naming conventions

Data is transferred to and from BoD via SFTP. BoD will provide a customer account for this purpose upon request. You can access this account using a programme such as FileZilla or WinSCP. Within your SFTP account, you can upload orders and regularly view and process files containing information for download. Further details on the available files are provided in Chapter 5.

XML files with identical content can only be imported once. If, for example, an upload with corrected print data shall be repeated following an error notification, an alteration must be made in the XML file, for example by updating the sending date and/or time under <SentDate> and/or <SentTime>. In the case of corrections, complete data sets including all files must be transferred.

4.1 File transfer

For each mastering order, at least three (or four in the case of hardback books with a dust jacket) files must be uploaded. An exception is the 'Scan' type, for which the XML file is sufficient. All files for an order must be bundled into a ZIP archive. The ZIP archive must not contain any folders. The files must be stored in the /home directory of the BoD account.

All file names may only contain letters (characters a–Z), numbers, hyphens and underscores, as well as a full stop before the file extension. Special characters, umlauts and spaces are not permitted.

Files relating to the orders are also stored in the BoD account and can be retrieved via SFTP. A separate folder is created for each customer number under /home. The respective customer number is used as the folder name. Within each of these folders, a folder is created for the transferred files. The folder is named as follows:

- bookstat: List for publishers showing status and further information for each EAN. The file is named *status_customer_number.csv*.
- margin: Margin statements are stored in this folder.
- bookfiles: This folder is intended for storing files for Biblioconnect customers.

An additional folder is created for the relevant publisher's distribution department; within this, you will find the folders 'orderconf' (order confirmations) and 'shipconf' (dispatch confirmations).

For customer number 123456, this results in the following paths:
/home/123456/bookstat
/home/123456/margin
/home/123456/bookfiles

For the publisher's distribution (87654321), the following example paths result:
/home/87654321/orderconf
/home/87654321/shipconf

4.2 File naming conventions for standard mastering orders

For every mastering order at least three (in the case of hardcovers with dust jackets: four) files must be transferred. The “Scan” type, for which the XML file is sufficient, is an exception. All files for an order must be bundled into a ZIP archive. The ZIP container may not include any folders.

The following naming conventions apply to the ZIP archive and the files it contains. In each case *ISBN* stands for the book’s ISBN-13/EAN noted without hyphens:

- ZIP container: `ISBN_MasteringOrder.zip`
- Mastering order: `ISBN_MasteringOrder.xml`
- Book block: `ISBN_Bookblock.pdf`
- Cover paperback/booklet/wire-o: `ISBN_Cover.pdf`
- Book cover hardcover: `ISBN_CoverHC.pdf`
- Dust jacket hardcover: `ISBN_Jacket.pdf`

4.3 File naming conventions for multi-volume books

In the case of mastering orders for multi-volume books, the file names for the print data (PDF files) must be expanded to include specification of the relevant volume – symbolized below as *X*:

- Book block: `ISBN_X_Bookblock.pdf`
- Cover paperback/booklet/wire-o: `ISBN_X_Cover.pdf`
- Book cover hardcover: `ISBN_X_CoverHC.pdf`
- Dust jacket hardcover: `ISBN_X_Jacket.pdf`

4.4 File naming conventions for e-book orders

4.4.1 Conversion by BoD

If BoD is commissioned to carry out the conversion of the print data into an e-book format, no additional data need to be provided. The information provided in Section 4.1 thus also applies in this case, while in the case of a retrospective e-book booking, the transfer of the XML file is sufficient.

However, a marketing cover for the e-book can be provided as an optional extra, thus facilitating graphic optimizing to take into account the special conditions of e-book distribution. The marketing cover will be used both for the e-book itself (front page) as well as also for the display in shops.

Additionally, a source file for the conversion can be provided, that differs from the print file – for example, coloured illustrations when the print is in black and white.

The following naming conventions apply, whereby *E-Book-ISBN* stands for the e-book's ISBN-13/EAN of the ePub version, noted without hyphens. However, if the only format to be distributed is ePDF, the ISBN of the ePDF version must be used here.

- E-Book-Marketing-Cover `E-Book-ISBN.jpg`
- Conversion source file Word `E-Book-ISBN.docx`
- Conversion source file InDesign `E-Book-ISBN.indd`
- Conversion source file PDF `E-Book-ISBN.pdf`

4.4.2 Provision of e-book files by the publishing house

If the publishing house provides completed e-book data, the upload of an e-book marketing cover is always mandatory.

In addition to this, for every e-book format specified in <EBookFileType>, a file with the following naming conventions must be provided. *E-Book-ISBN* must here be replaced with the ISBN of the respective e-book file format (noted without hyphens). If the formats iBooks or Mobi have no EANs of their own, the EAN of the ePub version must be entered for them as well.

- EBookFileType ePub `E-Book-ISBN.epub`
- EBookFileType ePDF `E-Book-ISBN.pdf`

Further information

Upon agreement, BoD can provide information via SFTP, which you can collect and process. This includes:

- Status list as .csv
- Status list as .xml
- Margin statement as .csv
- Margin preview and statement as .xml

5.1 Status list as .csv

The status list is saved daily in the 'bookstat' folder. It contains the following values:

- Customer number (CustomerNumber) and
- each reported EAN, each with
- the title (Title) and the corresponding
- status (deliverable, cancelled, onHold, prePress)
- and the date on which the status was last changed (StatusSince) in the format DD.MM.YYYY. As well as
- version,
- cost per unit (CostPerUnit) in the currency of the respective country,
- weight per unit (WeightPerUnit) in grams,
- author (Author),
- publisher (Publisher) and
- retail price (RetailPrice) in the currency of the respective country (Currency).

5.2 Status list as .xml

The status list can also be retrieved as an .xml file in the customer account. It is intended to simplify automatic import.
The top element is called <BoD>.
The header element <header> specifies

- who sent the file (<FromCompany>),
- the date of sending (<SentDate>) and
- the time at which the file was sent (<SentTime>).

The body of the xml follows. The top element is called <BookStat>. The attributes are the date of the status list (<BookStatDate>) in the format YYYYMMDDTHHMM. T is a constant that separates the date from the time.

The next element groups the products per customer number. It is labelled <Products>. The attributes are the customer number (<CustomerNumber>) and the currency (<Currency>). The currency is specified in three-digit notation in accordance with the DIN 5008 standard.
Below <Products> is the <Product> element, which contains the information for the individual item. This is repeated for each item transmitted.
The following elements are transmitted for an available item:

- <EAN>
- <Version>
- Weight per unit in grams (<WeightPerUnit>)
- Cost per unit in the respective currency (specified in the attribute) (<CostPerUnit>)
- Retail price in the respective currency (<RetailPrice>) (specified in the attribute)
- Currently valid status (<status>), possible are deliverable, cancelled, onHold, prePress
- Date since the status is valid (<StatusSince>) in the format YYYYMMDD

5.3 Margin statement as -csv

In addition to the PDF statement sent by email, the margin statement is also provided as a .csv file in tabular format for automatic import. The .csv file can be converted into an Excel file by the publisher. The margin statement in .csv format contains a number of fields.
As part of the settlement process, the margin, less production costs, is transferred to the publisher. If you require the turnover (margin including production costs) as well as an invoice for the production costs, please do not hesitate to contact us.

Several fields help to identify the item:

- Customer number (CustomerNumber),
- Date of invoicing (InvoiceDate),
- Number of the margin statement (MarginNumber) and
- the start date (InvoicingDurationFrom) as well as the end date of statement (InvoicingDurationUntil).
- This is followed by the currency in which the statement was issued (Currency) and
- it´s origin (Origin). The origin can be PRINT, E-BOOK or INT (international distribution).
- the unique ID of each item (MarginPositionID) is also specified.

The following information is provided for the item:

- EAN
- BoD number (BoDNumber)
- the (BoD-internal) version of the item
- author (Author)

- title (Title)
- the sales date (SalesDate)

Sales information:

- Date of sale (SalesDate)
- Currency of the sale (RetailCurrency)
- Retail price in the sales currency (RetailPrice)
- Value Added Tax (VAT)
- Net sales price (NetSalesPrice)
- Agreed book wholesaler's discount (Discount)
- Invoice price: net sales price minus book wholesaler's discount (InvoicePrice)
- Cost of goods sold per unit (CostPerUnit). This column is empty if BoD transfers the sales revenue to you; see the introductory text for 5.3
- The margin per unit in the currency of the country of sale (RetailMarginPerUnit). This column is blank when BoD transfers the sales revenue to you; see the introductory text for 5.3
- Currency of the payment (Currency)
- The margin per unit (MarginPerUnit)
- Number of copies per item (Quantity)
- Total margin per item (MarginTotal)

5.4 Margin preview as .csv

In addition to being sent as a PDF by email, the margin preview can also be provided as a .csv file in tabular format for automatic import. The .csv file can be converted into an Excel file by the publisher. The margin preview in .csv format contains the following fields:

- the sales date (Date)
- the EAN (ISBN)
- the currency (Currency)
- the margin per sale (Margin)
- the quantity sold on the sales date (Amount)

A total margin is not specified in the margin preview as a .csv file.

5.5 Margin preview and statement as .xml

A daily preview of the current margin with item detail can be automatically retrieved as an .xml file. The header contains general information about the file, which is:

- File Sender (<FromCompany>)
- Sent date (<SentDate>) in the format YYYYMMDD
- Sent time (<SentTime>) in the format HH:MM

This is followed by the element <MarginReport> with a subordinate element <MarginPreview> per day. The date (<Date>) is specified as an attribute of <MargenPreview> in the format YYYYMMDD. A new block is opened for each date.
Under <Marginpreview> you find elements for each item sold, called <Product>. The content of the element is the number of copies.
The attributes of the <Product> tag are:

- <EAN>,
- currency (<Currency>) and
- margin value (<margin>).

Due to returns, the margin actually paid out at the end of the accounting period may differ from the margin forecast. When a return took place, it is displayed with a negative quantity in the content.

The day after the end of a billing period, a final margin statement can be made available in the same .xml for all items included in the billing period. The corresponding element under <MarginReport> is then called <MarginStatement>, whose content is then the number of copies. The <Date> attribute contains the last date of the billing period.
An element <Product> is created for each item sold. This contains the following attributes:

- customer number (<CustomerNumber>),
- <EAN>,
- Sale’s date (<SaleDate>),
- currency (<Currency>),
- individual margin incurred (<margin>),
- total margin per item (<TotalMargin>) and
- ID of the margin statement (<ID>).

Changelog

Version I Date	Add-ons / Changes
1.0 I	
1.1 |	Add-on: “UploadWithProofs” entry for <MasteringType> (for the ordering of reference copies with an approval process)
1.2 |	Add-on: <ProofDetails> element (number and shipping address for reference copies)
1.3 |	Add-on: <Series> element (for a series’ title)
1.4 |	Add-on: <Imprint> element (for deviating publishing house names) Add-on: “Type” and “Volumes” attributes in <Product> and “Volume” in <Pages>, <ColouredPages> and <ColouredPagesPosition> (for multi-volume books) Add-on: <PublicationDate> element (for statement of the actual publication date) Add-on: <EditionNumber> element (for statement of the actual edition)
1.5 |	Add-on: <InternationalDistribution> element (to order international distribution)
2.0 |	Product> element in <MasteringOrder> no longer repeatable <Blurb> element mandatory (statement of the blurb text no longer optional) Omission of the <Barcode> element in <Product> (EAN barcode on the cover is taken as a given.) Omission of the “UploadWithProofs” entry for <MasteringType> (<ProofDetails> is sufficient.) <Language> in <Product> repeatable (for multi-lingual books) Add-on of the entries list for <ContributorRole> <Jacket> optional (no longer mandatory if Binding=HC) Add-on: <ThreadSewn> element (for hardcovers with thread binding) Add-on: <CoverDuplex> element (for cover inside print for paperbacks, booklets and wire-o) Add-on: “WireO” entry for <Binding> (additional wire-o binding type) Add-on: <EBook> element (for ordering of e-book distribution) Add-on: “AddEBook” entry for <MasteringType> (for retrospective ordering of e-book distribution, see Section 3.2) Add-on: “AddIntlDistribution” entry for <MasteringType> (for retrospective ordering of internation-al distribution, see Section 3.1.)
2.1 |	Element <Subject_WGP> replaced by <Subject> with the new attributes „Scheme“ (to determine the classification system) und „AudienceRangeFrom“ (to indicate the readers’ age group) Add-on: entry „PDF“ for <Type> in <EBook> (as an additional e-book format) Extension of the list of possible e-book prices
2.2 | 15.01.2014	<EAN> in <EBook> repeatable (to provide different e-book ISBNs) Add-on: Attribute „EBookFileType“ in <EAN> in <EBook> (to link ISBN/e-book format) Add-on: Element <ConversionTarget> (to choose target formats for the e-book conversion) Add-on: Element <ConversionSourceFile> (allows to provide a source file for the e-book conversion different from the print PDF) Element <EBookFileType> replaces <Type>

	Add-on: Element <Quality> (to choose the printing quality)
2.3 | 20.07.2020	Add-on: 120 g matt white paper Add-on: Element <TerritoryRestrictions> (to limit the scope of the international distribution) Update of the list of possible e-book prices
2.4 | 22.05.2024	Add-on: <PartNumber> field as a separate field from the series designation for volume count
2.5 | 08.07.2024	Deletion: E-Book file type .mobi Deletion: E-Book file type .ibooks
2.6 | 23.04.2025	Add-on: Status List Deletion: Information on other currencies for international sales
2.7 | 09.07.2025	Add-on: Margin calculation Add-on: Margin preview and margin statement Deletion: 200g paper
2.8 | 20.08.2025	Correction: Termination international distribution when omitting tag <InternationalDistribution>
2.9 | 12.02.2026	Add-on: 130g paper
3.0	Addition: Paper type 90 g matte white (white90matte) Update to margin settlement Editorial amendments