

**Final Version**

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**SUGGESTED LIST OF ITYPES**

Itypes are kinds of material that share common circulation rules by either some kind of format, such as books, or some circulation rule such as a fine schedule. Itypes work with Btypes to create tables for circulation rules.

Itypes are seven character codes. It is recommended that each Itype code begin with a two letter code for the library to which it belongs. Next will follow the 4-character Itype code and the final character will be at the discretion of the institution and may be used to provide a more detailed group of codes. Itypes are of particular importance since they also generate one type of circulation statistics.

These codes are grouped, in so far as possible, so that the first character is indicative of a broad class of materials, that is a=audio visual, b or bo=book, c=computer, etc. The system is not perfect, but I hope it will make using the codes easier. The last few codes in the list fit with nothing else.

**Note: new codes are being added as UDM and others are working on their tables. The new codes proposed here fall into two groups. A hardware group beginning with the letter h and some additional reserve itypes reflecting different reserve loan times. All new codes are preceded with a - (hyphen).**

CODE	NAME
avis	audio-visual
aavi	adult audio-visual
aart	artwork/picture file
acda	audio compact disk
adis	phonodisk
adi3	phonodisk, 33 1/3 rpm
adi4	phonodisk 45 rpm
adi7	phonodisk, 78 rpm
adoc	audiovisual government document
aflm	motion picture
aflp	filmloop
afst	filmstrip
agam	game(s)
ajav	juvenile av
akit	kit

amod	model
amsl	microscope slide
aodv	optical/laser video disk
arel	realia
asld	slide (visual material for projection)
atac	sound audio tape cassette
atap	audio tape
atrn	transparency
avid	videotape
axry	xray(s)
aboc	adult books on cassette (talking books)
ajbc	juvenile books on cassette (talking books)
eqpt	equipment
ccdr	cd-rom software
cdvd	DVD disc
cmed	multi-media software
csfa	software, Apple/Mac
csfi	software, IBM
csft	computer software
elre	electronic resource
boaf	book, adult fiction
bonf	book, adult nonfiction
boan	book, answer book/solution manual
bopk	book, adult paperback
bpbk	book, paperback
bobe	book, best seller
boch	book, children's literature
book	book
boez	book, easy
boof	book, folio
boff	book, flat folio
bojf	book, juvenile fiction
bojn	book, juvenile nonfiction
bojp	book, juvenile paperback
boll	book, looseleaf
bolp	book, large print
bolc	book on cassette, Library for the Blind
bora	book, rare
botx	book, textbook
boyp	book, young adult paperback
mmcd	microcard
mfch	microfiche
mflm	microfilm
mfrm	microform
mans	manuscript
mums	music manuscript

musc	printed music/score
peri	periodicals
pper	adult magazine
pane	adult newspaper
pjuv	juvenile magazine
pjne	juvenile newspaper
pnew	newspaper(s)
pser	serials (not periodicals)
docs	US documents
docm	Michigan documents
docu	UN documents
xanr	annual reports
xarc	archives
xcat	college catalogs
xill	Interlibrary Loan (borrowed from elsewhere and lent)
xnet	Networked Materials (VA only, materials owned in network)
xpat	patent
xref	reference
xrrf	ready ref
xrsv	reserve
-xrs1d	1 day reserve
-xrs2d	2 day reserve
-xrs3d	3 day reserve
-xrs1h	1 hour reserve
-xrs2h	2 hour reserve
-xrs3h	3 hour reserve
-xrs7d	7 day (1 week) reserve
xncr	non-circulating
xths	theses and dissertations
xvfi	vertical file
-hhpn	headphones
-hovh	overhead projector
-hlcd	liquid crystal display panel
-hlap	laptop computer
-hscn	scanners
-hcam	digital cameras
-hvdp	video projector
-hacp	audio cassette player
-hply	record players
-hmic	microphones
-hspk	speakers
-hmgl	magnifying glasses
-hmkr	markers/chalk
-hers	erasers (for white/black boards)
-hvcv	video cassette player/vcr with monitor

-htvm	tv monitor
-hpro	projectors (slide, filmstrip, filmloop, motion picture)
-hdvd	digital video disk player
-hldp	laser disk players
-hkey	rooms/room keys
-heas	easel
-hfli	flipchart
-hlnz	lenses for equipment
-hptr	pointers (laser and other)
-hctrl	remote controls