



Price at Subscription Level Message Guidelines

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Version PSL4

April 2007

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Overview: Price at Subscription Level

This message allows Publishers to communicate to Agents detailed information on the pricing of individual subscriptions or renewals thereof. It recognises the increasing trend in the institutional subscription market toward negotiated, as opposed to catalog- or list-price models. Careful preparation based upon exchanges of this kind can significantly reduce the extent of special pricing mismatches that may not have been explicitly communicated, and the payment reconciliation problems that these may produce.

However, note that the Price at Subscription Level message is explicitly advisory in nature and is not itself designed to directly support transactional exchanges.



ICEDIS and its Messages

What is ICEDIS?

ICEDIS is the International Committee on EDI for Serials. The Committee brings together business and technical representatives from the world's leading journal publishers and subscription agents. Together these trading partners are developing and defining industry standards for EDI use in facilitating journal subscription processing. The aims and objectives of ICEDIS are to:

- Be proactive in the specification, development, testing and implementation of agreed EDI standards.
- Encourage the exploitation and acceptance of EDI standards, thus enhancing cost-effective and value-added services throughout the industry.
- Be recognized as an independent international body for the formulation, maintenance, administration and dissemination of EDI standards between publishers, agents and other intermediaries within the journals industry.
- Work together with other standards organizations to optimize the range and acceptability of the EDI standards developed for the industry.

The Need for Specialised Messages

The messages described here have been designed by ICEDIS to support and help automate trade in journals and other serial resources. The messages address various aspects of the subscription business supply chain, but focus particularly on the high-volume transactional and information interchanges between publishers and subscription agents.

The message set has evolved in recent years to support not only print journals but also the rapid expansion in online serial resources. The information model underlying the formats is robust and designed

with built-in controls and checks. The formats are essentially independent of the medium or method used for data transfer.

Uptake in the Industry

The ICEDIS messages are widely used within the serials sector. Many publishers and subscription agents across the world regularly exchange business-critical information quickly and reliably in this way, with considerable savings in terms of process efficiency and accuracy. Each year, many millions of transactions conforming to the message standard are successfully completed. ICEDIS-standard compatibility is a built-in feature of a number of major proprietary systems.

For Further Information

To learn more about ICEDIS and its work, visit <http://www.icedis.org/>
To contact ICEDIS or send feedback on this documentation, contact:

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Business Description: Price at Subscription Level

Purpose

This Publisher to Agent message conveys detailed pricing information at the level of the individual subscription. It is intended as part of the preparatory cycle for later exchanges of the *Subscription Order, Renewal and Transfer* message, both to clarify applicable prices and to reduce reconciliation differences when the Agent remits amounts different to those expected by the Publisher. The need for the message arises from the increasing complexity in pricing models in use within the serials sector – where catalog prices co-exist alongside a widening range of bundled, negotiated and bespoke arrangements. Note that, although detailed pricing information is carried, this message is intended primarily to assist in preparation and quality assurance: it is not intended as a transactional instruction.

Typical Usage

The message is being trialled at the time of writing, but it appears likely that its main usefulness will be in conveying agreed prices as soon as these are known for the following subscription year. In practice this will mean transmission from the Publisher during the months of August, September and early October, ahead of the calendar-year peak season from November to February. Other usage outside of this period will be by agreement between business partners, notably perhaps on completion of each significant site-wide or consortium arrangement for the customer concerned.

Benefits

- Unambiguous transmission of line-item prices and charges, in preparation for later renewal, particularly for negotiated as opposed to catalog list-price transactions.
- Significant potential reduction in the amount of reconciliation differences between Agent remittances and Publisher expectations.

Key Elements

- Title Header Records that relate to journal titles
- Data Records including comprehensive title and subscription-related information, including:
 - Title(s) subscribed
 - Subscription(s) for each customer served by the Agent concerned
 - Subscription term (represented as start/end dates as well as start/end volume and issue)
 - Price applicable to Customer and to Agent (exclusive of taxes)
 - Remittances payable by the Agent (including despatch charges but excluding taxes)
- File Header and Control Total Records that signal the message type, summarise the information transferred and check for completeness.

See Table 4 for a detailed technical description of this message's data record

Maximising Success

Synchronising Records, Address Rules

The key to smooth operation for renewal or transfer orders is to maximise the degree of synchronisation between Agent and Publisher files. This can be facilitated by timely usage of the *Advice on Existing Subscription* message. Carrying out this step, and dealing promptly with any amendments or corrections that arise, lays a solid foundation for high match rates during the peak renewals season and thus high levels of automated (rather than manual) processing.

For all subscription orders, it is essential that accurate customer address information be supplied. Given that currently the field available is free-text in nature (as with the *End-User Address* additional data record), it is also vital that business partners reach explicit agreement about how address elements should be handled – particularly if auto-loading to the Publisher’s system is envisaged. Note also the usefulness of keeping the change of address indicator up to date, so that the status of each address can be accurately ascertained.

Getting Prices Aligned

It is vital for all parties that the correct and agreed prices be applied to each transaction, since numerous price variants (catalog, negotiated, etc.) may in principle be available. At least two approaches may be used. In the first, the Publisher communicates valid catalog prices to the Agent as soon as these are known, via an electronic file and/or a printed list. In the second, the Publisher utilises the *Price at Subscription Level* message to provide the Agent with line-by-line advice that can also take into account negotiated, consortium and other arrangements. Either way, prompt and accurate advance loading of these prices to the Agent’s system is a prerequisite for later processing.

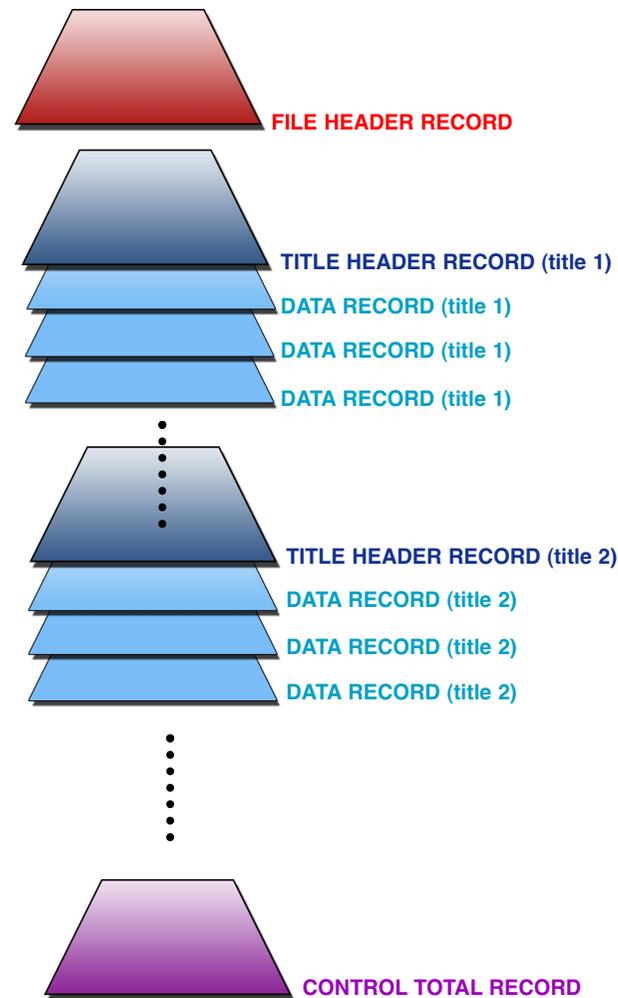
Practical Steps

- The keys are planning and preparation: operational managers within Publishers and Agents should maintain contacts with their opposite numbers and actively plan the sequence of events during the subscriptions year, including the preferred timing, methods, frequency and administrative controls for each type of exchange during various stages of the year.
- Publishers and Agents should exchange the *Advice on Existing Subscription* message some months ahead of the calendar-year renewal peak season to align data on which subscriptions are supposed to be going to which customers.
- Similarly, Publishers and Agents should discuss and agree how prices and price changes are to be communicated, whether using the *Price at Subscription Level* message or outside of the ICEDIS framework.
- Agents should explicitly advise Publishers when they are taking on significant groups of existing subscriptions from another Agent: this helps ensure uninterrupted service to customers as well as maintaining subscription history for the Publisher.
- Agents should seek advance confirmation from Publishers as to whether multi-currency transactions should best be handled within one message or whether they are better split into a series of messages, with one for each currency.
- The *End-User Address* additional data record should be used as part of the *Subscription Order, Renewal or Transfer* message for all subscriptions subject to agent-consolidation arrangements.
- The *E-Journal Information from the Agent* and *IP Address Range* additional data records should be used as part of this message wherever the subscription involved includes partly or wholly online content.

See the companion guidelines at www.icedis.org for other messages described here

General Message Structure

Price at Subscription Level



Headers and Control Totals: Publisher to Agent

The File Header Record (Table 1) formally opens the message and declares which type of message is involved. It must be the first record and may occur only once. The Title Header Record gives details of the serial title or journal involved and its structure is shown in Table 2. This record is repeatable, with one instance for each title transmitted, and can be followed by a series of Data Records (see below) each corresponding to the same title. The message ends with a Control Total record, whose structure is shown in Table 3. This provides information on the total number of records transmitted in the message: there can only be one instance of a Control Total in a message and it must be the last record.

Regular & Additional Data Records

Within the overall message structure previously described, the Data Records may be thought of as carrying the “payload” of the messages. Typically there will be one or many Data Records following each Title Header, with each Data Record corresponding to a subscription to the title concerned.

End of Record Indicator

Records end with the newline character (CRLF).

Fixed Field-Lengths and Sequences

All the ICEDIS messages are defined in terms of fixed field-length elements and records. This means that not only the content but also the position of each piece of information is significant. The corollary is that pieces of information too long for the relevant field must be correctly truncated and that pieces of information too short for the relevant field must be correctly padded – e.g. with leading zeros for numeric or value fields or with trailing blanks for alphanumeric fields.

Use of Other File Formats

The ICEDIS messages define standards and descriptions that could in principle be exchanged in formats other than simple, fixed field-length. For example, the field and element descriptors might be used to define CSV (comma-separated value) files or spreadsheet layouts with the same field-lengths as the originals. These alternative formats may be easier to achieve by new entrants to the industry, or those with smaller or more modern systems. However, ICEDIS strongly recommends that any such deviation from the basic standard be explicitly discussed and agreed in advance between business partners to avoid confusion or data loss during subsequent exchanges.

Table 1. File Header record

The File Header is mandatory and non-repeatable: it MUST be the first record in every message

Field no.	Element name	Definition and notes	Type*	Req? **	Length	Position in record	Permissible values, where appropriate	Examples
1	Record type	Element denoting the type of an ICEDIS record	N	M	1	1	0	0
2	Sender reference	Reference string allocated by the sender of the message, whether Publisher or Agent. May by agreement be viewed as 15-character code for the sender and a 5-character code for the sender site (if required)	A	R	20	2–21		Swets Lisse 001
3	Sender name	Free-text string identifying the sender of the message, whether Publisher or Agent	A	R	30	22–51		Palgrave Macmillan
4	Creation date	System date when record created. Date in YYMMDD format	D	M	6	52–57		050401
5	File identifier	Controlled value string identifying the nature of the message. REFNCE signifies reference number updates, when used with <i>Advice on Existing Subscription</i> (Table 4) PASUBL is proposed for Price at Subscription Level (Table 5) ORDERS signifies subscription orders, when used with <i>Subscription Order, Renewal or Transfer</i> (Table 6)	A	M	6	58–63	ORDERS PASUBL REFNCE	ORDERS
6	Creation time	System time when record created. Time in HHMM format	D	R	4	64–67		2215
7	Unused area	Unused area. Note: Length of element is either: 593 (when used with <i>Subscription Order, Renewal or Transfer</i>) OR 333 (when used with <i>Advice on Existing Subscription or Price at Subscription Level</i>)	A	R	593 OR 333 (see note left)	68–660 OR 68–400 (see note left)	Always spaces	

Key: * N = Numeric field; A = Alphanumeric field; D = Date field; V = Value field (numeric field with 10 digits including two decimal places)

**M = Mandatory field; R = Recommended field; O = Optional field

Table 2. Title Header record

The Title Header record is repeatable; at least one occurrence is mandatory in every message

Field no.	Element name	Definition and notes	Type*	Req? **	Length	Position in record	Permissible values, where appropriate	Examples
1	Record type	Element denoting the type of an ICEDIS record	N	M	1	1	1 = Title header record	1
2	Publisher title reference	Proprietary identifier assigned by the publisher to the journal/ manifestation concerned	A	R	20	2–21		7014385
3	Journal title	Title of a print or e-journal as defined by the publisher. The “full” cover title should be used	A	M	90	22–111		<i>Nature Biotechnology</i>
4	ISSN	The International Standard Serial Number for the journal ordered or renewed <i>Notes:</i> Only a genuine ISSN, assigned by one of the national or international ISSN agencies, should be used here. The ISSN agencies strongly recommend that separate ISSNs be assigned for each manifestation of a journal – for example, print or electronic versions of the same title should have different ISSNs.	A	R	8	112–119	Genuine ISSN, transmitted unhyphenated	13601385
5	Unused area	Reserved for future use	A	M	281	120–400	Only blanks	

Key: * N = Numeric field; A = Alphanumeric field; D = Date field; V = Value field (numeric field with 10 digits including two decimal places)

**M = Mandatory field; R = Recommended field; O = Optional field

Table 3. Control Total record

The Control Total record is mandatory and non-repeatable; it MUST be the last record in every message

Field no.	Element name	Definition and notes	Type*	Req? **	Length	Position in record	Permissible values, where appropriate	Examples
1	Record type	Element denoting the type of an ICEDIS record	N	M	1	1	9	9
2	Control total	Numerical total of all records in the message, including the File Header and Control Total records themselves	N	M	8	2-9		00016239 (note leading zeros)
3	Unused	Unused area – not yet allocated	A	M	391	10-400	Always spaces, 391 characters	

Key: * N = Numeric field; A = Alphanumeric field; D = Date field; V = Value field (numeric field with 10 digits including two decimal places)

**M = Mandatory field; R = Recommended field; O = Optional field

Table 4. Price at Subscription Level – data record

This record is mandatory and repeatable

Field no.	Element name	Definition and notes	Type*	Req? **	Length	Position in record	Permissible values, where appropriate	Examples
1	Record type	Element denoting the type of an ICEDIS record	N	M	1	1	5 = Price at subscription level, data record	5
2	Publisher title reference	Proprietary identifier assigned by the publisher to the journal/manifestation concerned	A	M	20	2–21		7014385
3	Journal title	Title of a print or e-journal as defined by the publisher. The “full” cover title should be used	A	M	90	22–111		<i>Nature Biotechnology</i>
4	ISSN	The International Standard Serial Number for the journal ordered or renewed <i>Notes:</i> Only a genuine ISSN, assigned by one of the national or international ISSN agencies, should be used here. The ISSN agencies strongly recommend that separate ISSNs be assigned for each manifestation of a journal – for example, print or electronic versions of the same title should have different ISSNs.	A	R	8	112–119	Genuine ISSN, transmitted unhyphenated	13601385
5	Frequency	Frequency of publication, expressed as planned numbers of issues per year	N	O	3	120–122		048
6	Agent subscription reference	A persistent identifier assigned by the agent to a particular subscription, preferably for the lifetime of that subscription	A	M	20	123–142		
7	Publisher subscription reference	A persistent identifier assigned by the publisher to a particular subscription, preferably for the lifetime of that subscription	A	R	20	143–162		

Key: * N = Numeric field; A = Alphanumeric field; D = Date field; V = Value field (numeric field with 10 digits including two decimal places)
 **M = Mandatory field; R = Recommended field; O = Optional field

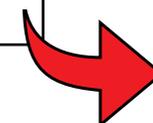


Table 4. Price at Subscription Level – data record (continued)

Field no.	Element name	Definition and notes	Type*	Req?***	Length	Position in record	Permissible values, where appropriate	Examples
8	Customer name and address	Name and delivery or “ship-to” address for the customer <i>Note:</i> This field is populated assuming a data structure of 7 lines of 45 characters	A	M	315	163–477		<i>Brian Green, BIC/EDItEUR, 39-41 North Road, London N7 9DP, UK</i>
9	Renewal period start date	Start date for the period covered by a renewed subscription. Date in CCYYMMDD format	D	M	8	478–485		<i>20031006</i>
10	Renewal period end date	End date for the period covered by a renewed subscription. Date in CCYYMMDD format	D	M	8	486–493		<i>20041005</i>
11	Renewal period start volume	First volume number for the period covered by a renewed subscription. Used in conjunction with <i>renewal period start issue</i>	N	O	5	494–498		<i>00147</i>
12	Renewal period end volume	Last volume number for the period covered by a renewed subscription. Used in conjunction with <i>renewal period end issue</i>	N	O	5	499–503		<i>00158</i>
13	Renewal period start issue	First issue number for the period covered by a renewed subscription. Used in conjunction with <i>renewal period start volume</i>	N	O	5	504–508		<i>00001</i>

Key: * N = Numeric field; A = Alphanumeric field; D = Date field; V = Value field (numeric field with 10 digits including two decimal places)
 **M = Mandatory field; R = Recommended field; O = Optional field

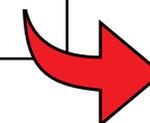


Table 4. Price at Subscription Level – data record (continued)

Field no.	Element name	Definition and notes	Type*	Req? **	Length	Position in record	Permissible values, where appropriate	Examples
14	Renewal period end issue	Last issue number for the period covered by a renewed subscription. Used in conjunction with <i>renewal period end volume</i>	N	O	5	509–513		00004
15	Currency code	Code to specify the currency of payment, according to the ISO 4217 standard. This element is mandatory if there is a non-zero value in the <i>agent price (amount)</i> field	A	M	3	514–516	Three-character codes from ISO 4217 list	USD
16	Subscription quantity	Number of copies of a printed journal covered by the subscription concerned	N	R	4	517–520		0002
17	Customer list price (amount)	Customer price for a given subscription, in the currency specified by the <i>currency code</i> , before agent discount is applied and exclusive of postage and relevant taxes	V	R	10	521–530		0000035000 (means 350.00)
18	Customer postage (amount)	Postage price for a given subscription, in the currency specified by the <i>currency code</i>	V	R	10	531–540		0000003000 (means 30.00)
19	Agent price (amount)	Agent price for a given subscription, in the currency specified by the <i>currency code</i> . The agent price equals <i>customer list price (amount)</i> minus agreed agent discount plus <i>customer postage (amount)</i>	V	M	10	541–550		0000036250 (means 362.50)

Key: * N = Numeric field; A = Alphanumeric field; D = Date field; V = Value field (numeric field with 10 digits including two decimal places)

**M = Mandatory field; R = Recommended field; O = Optional field

Version Control Details

This initial Version PSL4 has been derived from the more comprehensive ICEDIS Messages and Implementation Guidelines, Version 4, April 2007. Any future changes will be listed here as new versions are released.