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**ISO**

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION

**ISO RECOMMENDATION  
R 218**

MICROCOPIES  
SCALE OF 35 mm MICROFILMS FOR INTERNATIONAL EXCHANGE

1st EDITION  
November 1961

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## BRIEF HISTORY

The ISO Recommendation R 218, *Microcopies — Scale of 35 mm Microfilms for International Exchange*, was drawn up by Technical Committee ISO/TC 46, *Documentation*, the Secretariat of which is held by the Nederlands Instituut voor Documentatie en Registratuur (N.I.D.E.R.) on behalf of the Stichting Nederlands Normalisatie-instituut (NNI).

Work on this question by the Technical Committee began in 1956 and led, in 1959, to the adoption of a Draft ISO Recommendation entitled “Microcopies. Reduction Ratio of 35 mm Microfilms for International Exchange (Microcopies. Taux de réduction des microfilms de 35 mm destinés aux échanges internationaux) ”.

In May 1960, this Draft ISO Recommendation (No. 370) was submitted to all the ISO Member Bodies for enquiry. It was approved by the following Member Bodies:

Australia	France	Norway
Austria	Germany	Republic of South Africa
Belgium	Greece	Romania
Brazil	Hungary	Spain
Canada	India	Sweden
Chile	Israel	Switzerland
Czechoslovakia	Italy	United Kingdom
Denmark	New Zealand	U.S.S.R.

No Member Body opposed the approval of the Draft.

The Draft ISO Recommendation was then submitted by correspondence to the ISO Council, which decided, in November 1961, to accept it as an ISO RECOMMENDATION.

During the final procedure, it became apparent that the use of the words “Reduction Ratio ” in English in parallel to the words “Taux de réduction ” in French might cause some misunderstanding, since their ordinary meanings do not coincide in the two languages. In a supplementary consultation of Sub-Committee ISO/TC 46/SC 1, *Documentary Reproduction*, unanimous agreement was found to exist in favour of having the final wording of this ISO Recommendation use exclusively the word “scale ”, defined in ISO Recommendation R ..., dealing with terminology of microcopies and their bases (at present in course of preparation).

## FOREWORD

This ISO Recommendation arises from the following considerations:

(a) The progress achieved in the manufacture of cameras now enables them to produce microcopies to very small scales, which can reach 1 : 30 and even less, if the size of the type on the document to be reproduced so permits.

(b) Documentation centres which use microcopies are in many cases equipped with reading apparatus having only a limited degree of enlargement, markedly less than the degree of reduction currently obtainable with cameras.

This problem is even more marked, when the centre circulates on loan the microcopies supplied to it. The recipient of the loan, usually a private individual, very often has available only an inexpensive reading apparatus of generally inadequate performance.

(c) The microcopies made available to documentation centres are intended to be in constant use and are therefore liable to be damaged. Consequently, it is preferable to avoid the risk of the essential parts of the reproduced document becoming illegible through the adoption of too small a scale.

(d) It is admitted that in general the reading of a microcopy is facilitated, if the image on the screen, whether opaque or translucent, is larger than the original text.

The limitation of scale here recommended would seem to offer a temporary solution of this problem in the field of international exchanges of microcopies.