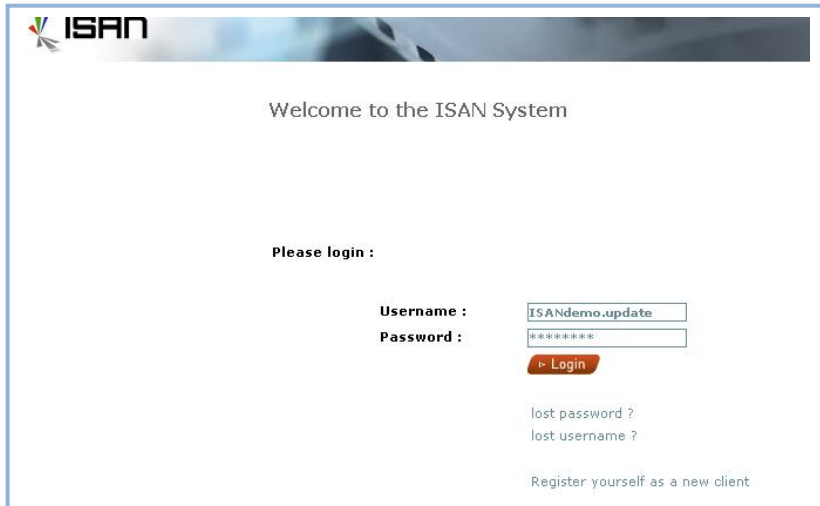


Serial work : Audiovisual work produced in individual episodes or parts which bear a relationship to each other and (usually) a common title for the whole series. Not to be confused with the work type Series (SE) - Dramatic & Comedy Series, Serials, "Soaps".
Serial Header : It is the header of a set of works linking all the episodes and sharing the same serial title.

ISAN identifies series through the episodes that compose a serial. Since there is no ISAN for a serial (a serial header) the ISAN system delivers a Serial Header ID (SHID) for each serial header. The SHID corresponds to the root segment of the ISAN (12 first digits) that is shared with all "episodic ISANs" of a serial.

Use the *xxx.update* user to log onto the system



Welcome to the ISAN System

Please login :

Username :

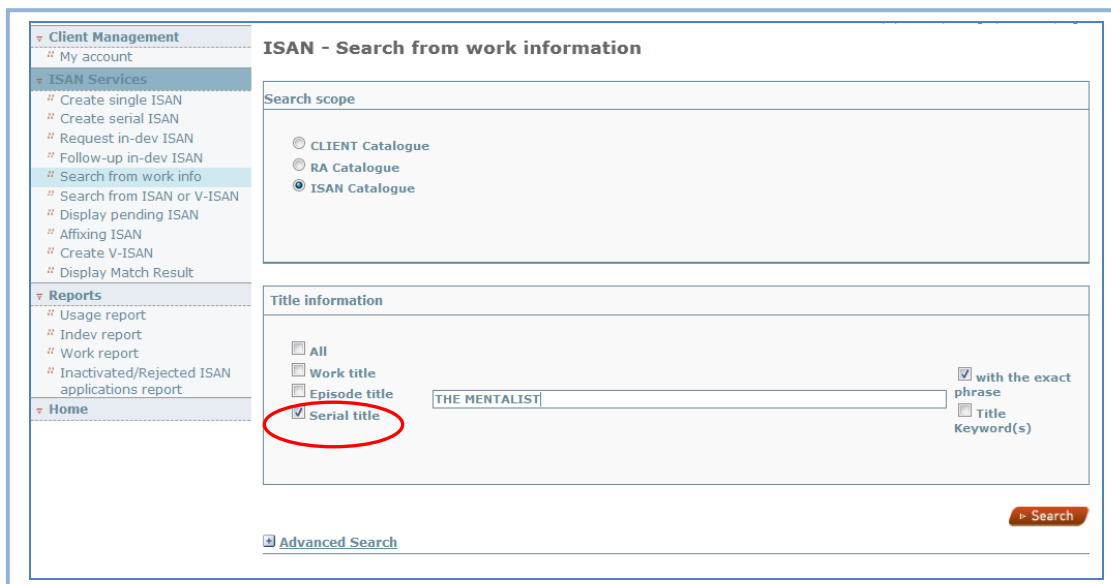
Password :

[lost password ?](#)

[lost username ?](#)

[Register yourself as a new client](#)

To search for serial headers (series), you need to perform a search from work info and restrict the search on **Serial Title**:



ISAN - Search from work information

Search scope

CLIENT Catalogue

RA Catalogue

ISAN Catalogue

Title information

All

Work title

Episode title

Serial title

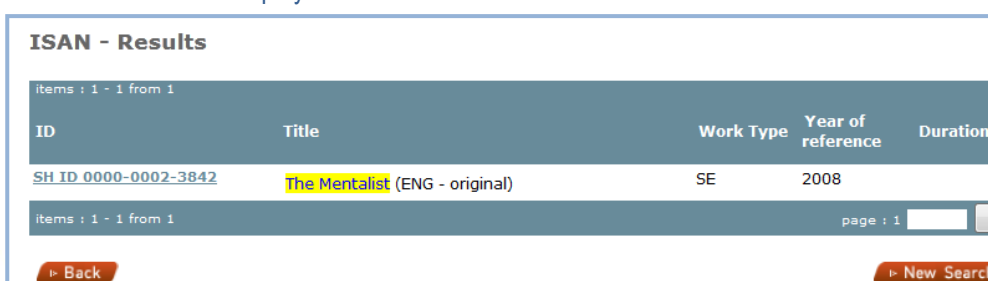
with the exact phrase

Title

Keyword(s)

[Advanced Search](#)

The search result screen displays the list of series that match with the search criteria.



ISAN - Results

items : 1 - 1 from 1

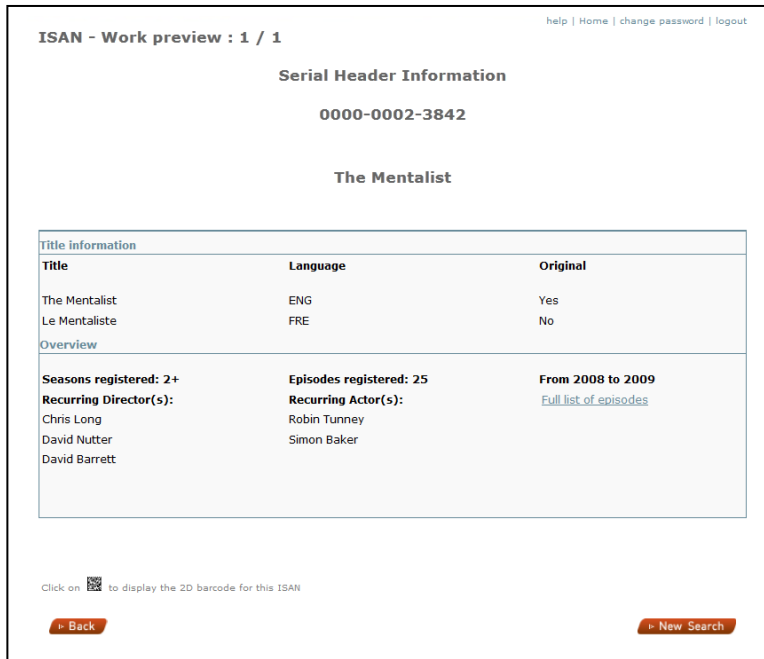
ID	Title	Work Type	Year of reference	Duration
SH ID 0000-0002-3842	The Mentalist (ENG - original)	SE	2008	

items : 1 - 1 from 1

page : 1

Click on the SHID and get an overview of the series in the Serial Header Display Form.

The Serial Header display form is enriched with information deduced from the registered episodes that compose the serial:



ISAN - Work preview : 1 / 1

Serial Header Information


0000-0002-3842

The Mentalist

Title information		
Title	Language	Original
The Mentalist	ENG	Yes
Le Mentaliste	FRE	No

Overview

Seasons registered: 2+	Episodes registered: 25	From 2008 to 2009
Recurring Director(s): Chris Long David Nutter David Barrett	Recurring Actor(s): Robin Tunney Simon Baker	Full list of episodes

Click on  to display the 2D barcode for this ISAN

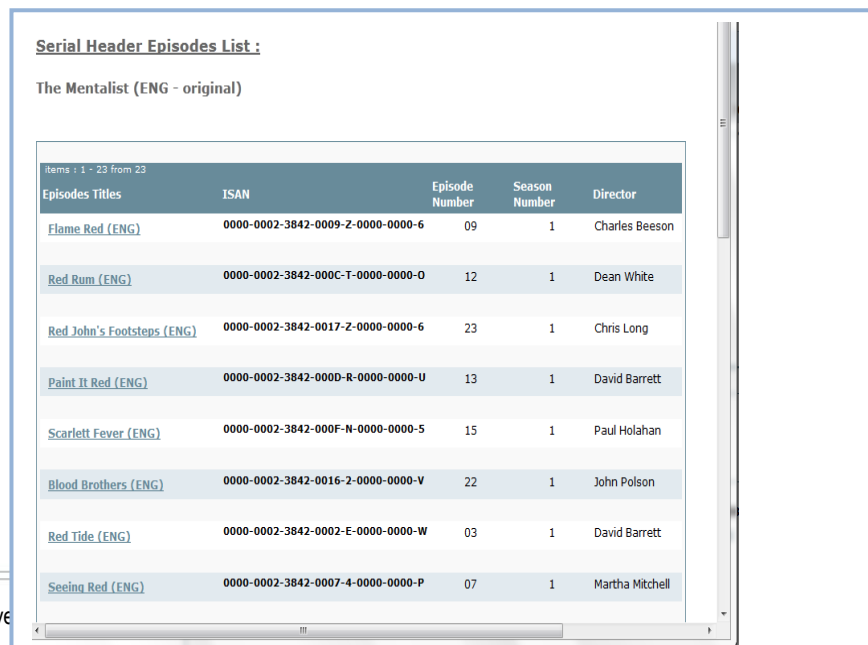
[Back](#) [New Search](#)

➤ Serial Header view enriched with:

- Number of registered seasons: “+” signifies that at least one episode has no season information registered
- Total numbers of registered episodes
- Year of Reference of the oldest registered episode
- Year of Reference of the most recent registered episode.
- Up to 3 recurring Directors: the ones who directed the most episodes of the serial
- Up to 3 recurring Actors: the ones who played in the most episodes of the serial
- A link to the list of registered episodes

➤ Opens a popup with the list of all registered Episodes with the following information:

- Episode title
- ISAN number
- Season number (when available)
- Episode number (when available)
- Director (when available)



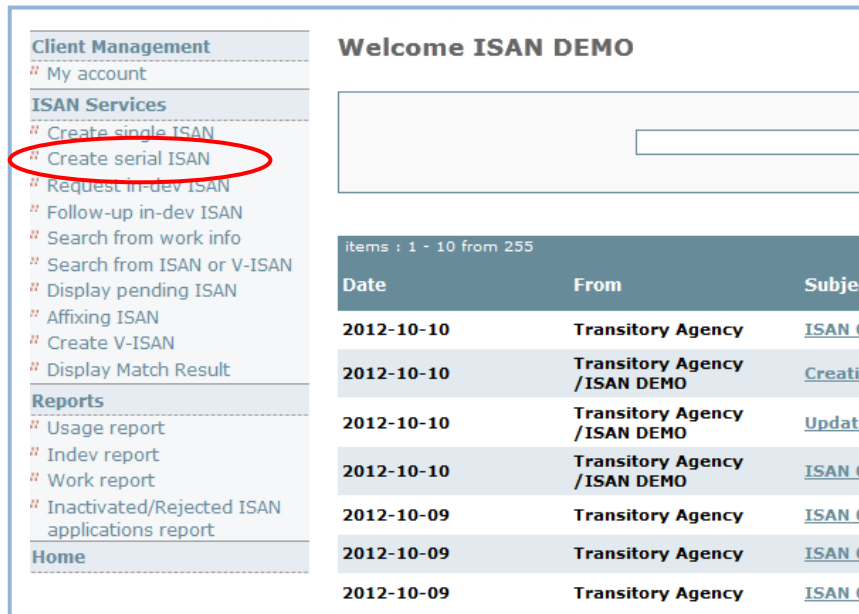
Serial Header Episodes List :

The Mentalist (ENG - original)

Episodes Titles	ISAN	Episode Number	Season Number	Director
Flame Red (ENG)	0000-0002-3842-0009-Z-0000-0000-6	09	1	Charles Beeson
Red Rum (ENG)	0000-0002-3842-000C-T-0000-0000-0	12	1	Dean White
Red John's Footsteps (ENG)	0000-0002-3842-0017-Z-0000-0000-6	23	1	Chris Long
Paint It Red (ENG)	0000-0002-3842-000D-R-0000-0000-U	13	1	David Barrett
Scarlett Fever (ENG)	0000-0002-3842-000F-N-0000-0000-5	15	1	Paul Holahan
Blood Brothers (ENG)	0000-0002-3842-0016-2-0000-0000-V	22	1	John Polson
Red Tide (ENG)	0000-0002-3842-0002-E-0000-0000-W	03	1	David Barrett
Seeing Red (ENG)	0000-0002-3842-0007-4-0000-0000-P	07	1	Martha Mitchell

1 - HOW TO REGISTER A SERIAL WORK

The serial work registration is accessible from a distinct menu item “**Create Serial ISAN**” as the single work registration: “Create Single ISAN”.



The screenshot shows the ISAN DEMO dashboard. On the left is a navigation menu with sections: Client Management, ISAN Services, Reports, and Home. Under ISAN Services, 'Create serial ISAN' is circled in red. The main content area is titled 'Welcome ISAN DEMO' and contains a search bar and a table of items. The table has columns for Date, From, and Subject.

Date	From	Subject
2012-10-10	Transitory Agency	ISAN 0
2012-10-10	Transitory Agency / ISAN DEMO	Creati
2012-10-10	Transitory Agency / ISAN DEMO	Update
2012-10-10	Transitory Agency / ISAN DEMO	ISAN 0
2012-10-09	Transitory Agency	ISAN 0
2012-10-09	Transitory Agency	ISAN 0
2012-10-09	Transitory Agency	ISAN 0

The serial work registration process starts with the selection of a Serial Header (the Serial record in the ISAN Database). Therefore, first search for a Serial Header that matches with the Serial to register with ISAN

- The Serial Header is already registered in the database.

Click on “**Create serial ISAN**” and look for “The Mentalist”; click on “**Select**” to add episodes of season 2.



The screenshot shows the 'Search a Serial Header & Register a new episode' page. A search bar contains 'the mentalist'. Below the search bar, a table of results is shown. The first result, 'The Mentalist (ENG - original)', is circled in red. The table also shows 'Le Mentaliste (FRE)' and 'the mentalist's journey (ENG - original)'. Buttons for 'Select' and 'Edit' are visible next to each result.

The result shows the alternate titles too.

Once the Serial Header is selected, proceed the same way as for a single work registration; please refer to **ISAN DEMO: 1 – ISAN CREATION**

ISAN - Create an ISAN

1 - Core data 2 - Titles 3 - Participants 4 - Composite Next

Is Episode **Is Episode From : The Mentalist(ENG)**

Episode Number: Season Number:

General Information

Registrant : **ISAN DEMO**

Type : ?

Kind : ?

Year of reference: Year of 1st publication:

Duration : minutes Composite : ?




Color Kind : ? Silent :

Production Information

Production companies :

Production countries :

Original language :

Fields in **bold** are compulsory
Click on the  icon to get a list of values for this field
Click on the  icon to reset contents of this field
Click on the  icon to add a new record

Next

If other episodes have already been registered for the serial, some descriptive information usually common to all episodes is automatically inherited to facilitate the registration process. You can change this information if appropriate and complete the registration with the episode number, season number, title, cast if different

Complete as much information as possible for a better identification of your work, on all pages.



We recommend to fill in the episode and the season number fields to facilitate the automatic induplication and minimize the manual pending resolution effort.

- **The serial header is not in the list** : (Title: *The series registration process*)

For this example the title of the serial is: "The series registration process"



Client Management

- My account
- ISAN Services**
- Create single ISAN
- Create serial ISAN**
- Request in-dev ISAN
- Follow-up in-dev ISAN
- Search from work info
- Search from ISAN or V-ISAN
- Display pending ISAN
- Affixing ISAN
- Create V-ISAN
- Display Match Result

Search a Serial Header & Register a new episode

Your search returned no work

Title

[Search](#)

[Back](#)
[Add](#)

Click on "add"

Add a new serial header

Original	Language	Title
<input type="checkbox"/> Yes	<input type="text" value="ENG"/>	<input style="width: 90%;" type="text" value="The series registration process"/>
<input type="checkbox"/>	<input type="text"/>	<input style="width: 90%;" type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input style="width: 90%;" type="text"/>

Fields in bold are compulsory
 Click on the icon to get a list of values for this field
 Click on the icon to reset contents of this field
 Click on the icon to add a new record

[Cancel](#) [Save](#)

Click on "save"



Fill also alternative title(s) in the same or in other language(s). This will be useful to prevent duplicate registrations from foreign registrants (e.g. co-producers).

Redo the search and proceed the same way as explained earlier in the previous example. However this will be the first episode, no pre-registered descriptive information usually common to all episodes of the serial can be inherited.

Search a Serial Header & Register a new episode

Title

[Search](#)

items : 1 - 1 from 1

Title

[The series registration process \(ENG - original\)](#)

[Select](#) [Edit](#)

items : 1 - 1 from 1

page : 1 >

[Back](#)
[Add](#)



If you can't find the Serial Header you have just created, then it might still be in the matching queue that processes all requests for duplicate registrations checks. If a Serial Header is detected as a potential duplicate, the system blocks it for manual induplication by the Registration Agency. Therefore check also the system message list in your home page for pending Serial Headers notifications.

If you need an identifier for a series on DVD / HD DVD / Blu-ray disc, please refer to **ISAN DEMO: 6 – COMPILATION**

RECOMMENDATION: Prior to any serial work registration, perform a search of the Serial Header in the database to check whether the series is already registered or not and which episodes may already have an ISAN.