

FÉDÉRATION INTERNATIONALE
DES ARCHIVES DU FILM

SECRETARIAT EXÉCUTIF
38, AVENUE DES TERNES - PARIS-XVII^E
TÉL. : ETOILE 25-83

INTERNATIONAL FEDERATION
OF FILM ARCHIVES

PARIS. LE

February 13th, 1964

Dear Member,

Following the decision of the F.I.A.F. Commission for Historical Research, the Centralne Archiwum Filmowe of Poland has accepted the responsibility of preparing for the Federation an International Bibliography of Film Books and Booklets published in 1963. Each of our members is asked to prepare the material needed for such a bibliography covering the books published in his own country during the year.

To facilitate and co-ordinate this work, Centralne Archiwum Filmowe has prepared filing cards, and you are requested to fill out the enclosed form indicating the approximate number of cards you will need. Once you have received these cards from Warsaw, you are asked to fill in the information required, as indicated in the attached instructions, and to return them to the Centralne Archiwum Filmowe before March 31 so that this bibliography can be ready for the June 1964 Congress. Mr. Banaszkiwicz, Director of the Centralne Archiwum Filmowe, will be happy to supply any additional information you may require.

Thanking you for your collaboration,

And very sincerely yours,

Marion Michelle

Marion MICHELLE
Executive Secretary

F.I.A.F. BIBLIOGRAPHY OF BOOKS AND BOOKLETS
ON THE CINEMA PUBLISHED IN 1963

Mr. Wl. BANASZKIEWICZ
Centralne Archiwum Filmowe
Ul. Pulawska, 61
W a r s z a w a

Dear Colleague,

Please send me filing cards to
cover the approximate number of books and booklets published on the
cinema in my country in 1963.

Many thanks,

Archive
.

INSTRUCTIONS CONCERNING THE F.I.A.F. BIBLIOGRAPHY OF
FILM BOOKS AND BOOKLETS PUBLISHED IN 1963

1. This bibliography will be established on filing cards on the international format 75 x 125 millimeters. If the information is typed or mimeographed, the text should be arranged so that it can be cut out and pasted on a 75 x 125 mm card.
2. All bibliographic descriptions should contain the following elements indicated in the order listed below :
 1. The author or editor of the work
 2. The title and sub-headings
 3. Translator or compiler if any
 4. Number of the edition
 5. Number of volumes or the number of the volume
 6. Place and date of publication (1963 in this case), the name of the publisher
 7. Number of pages
 8. A brief description of the work.
3. The bibliographic description begins by the name of the author, followed by his given name or initial. A colon will separate the name and the given name from the title of the book.

The description of anonymous or collective works having more than three authors should begin with the title.

Examples :

- a. Chauvet Louis, Fayard Jean, Mazars Pierre : Le Cinema à travers le monde. Paris 1961, Hachette, pp. 348, ill.
- b. Porpora e il nero, Milano 1961, Cinema Nuovo, pp. 175, Cinema Libro Terzo

4. The title and sub-headings are to be indicated in conformity with the title-page of the book, without abbreviations. Then, in parenthesis, should follow the French or English translation of the title.

Examples :

- a. Nilsen Vladimir : The cinema as graphic art. On a theory of representation in the cinema by ... with an appreciation by S.M. Eisenstein. Translated by Stephen Garry. New York Hill and Wang, pp. 226, ill.
- b. Gregor Ulrich, Patalas Enno : Geschichte des films (L'histoire du cinema), Gütersloh. 1962, S.Mohn, pp. 523, ill.

Instructions bibliographiques - 2

5. The number of the edition should be indicated by arabic figures with the adjunction of the abbreviation "ed."

Example :

a. Lindgren Ernest : The art of the film. 2 ed. London 1963, G. Allen and Unwin, pp. 258, ill.

6. The number of volumes or the number of the volume are to be indicated by arabic numbers preceded by the abbreviation "vol."

Examples :

a. Nadeau Maurice : Histoire du surrealisme. Vol. 1-2, Paris 1945-1949, Ed. du Soleil, pp. 358 + 398, ill.

b. Filmlexicon degli autori e delle opere. Redattore capo Fernando di Giammatteo. Vol. 4. Roma 1961. Edizioni di Bianco e Nero, pp. 1435, ill.

7. The place and the year of publication are to be indicated on the basis of elements furnished by the publication or through other documents.
8. The number of pages is to be indicated in arabic numbers preceded by "pp.". The numbers of pages contained in different volumes are to be separated by the sign +. The abbreviation "ill." which follows the number of pages indicates that the work is illustrated.
9. It is indispensable to conclude with a short description of the work. This description should be in French or English and should be placed at the beginning of the line.

Example :

a. Porpora e il nero, Milano 1961, Cinema Nuovo, pp. 175, Cinema Libro Terzo.
The history and the functioning of film censorship in Italy.

- : -

13/2/64