



STANDARD T.12

GUIDELINES FOR THE PREPARATION OF ABSTRACTS OF PATENT DOCUMENTS

This series of Guidelines for the preparation of abstracts of patent documents includes:

- (i) General Guidelines for the Preparation of Abstracts;
- (ii) Guidelines for the Preparation of Categorized Abstracts;
- (iii) Guidelines for the Physical Characteristics of Separately Published Abstracts in Selective Dissemination Information (SDI) Services in the Form of Card Files.

The General Guidelines for the Preparation of Abstracts was originally elaborated by the Technical Committee for Search Systems of the former ICIREPAT.

The Guidelines for the Preparation of Categorized Abstracts supplements the General Guidelines in respect of the presentation of abstracts and should therefore be applied together with the General Guidelines, in particular with regard to the contents of the abstract.

The Guidelines for the Physical Characteristics of Separately Published Abstracts is intended for Industrial Property Offices who publish or who wish to start to publish abstracts of patent documents for the purposes of Selective Dissemination Information (SDI) services presented in the form of card files.

Apart from the physical characteristics, these Guidelines define also the minimum bibliographical data which should be given in addition to the abstract itself, together with the most significant drawing (if any).

[Standard ST.12/A follows]