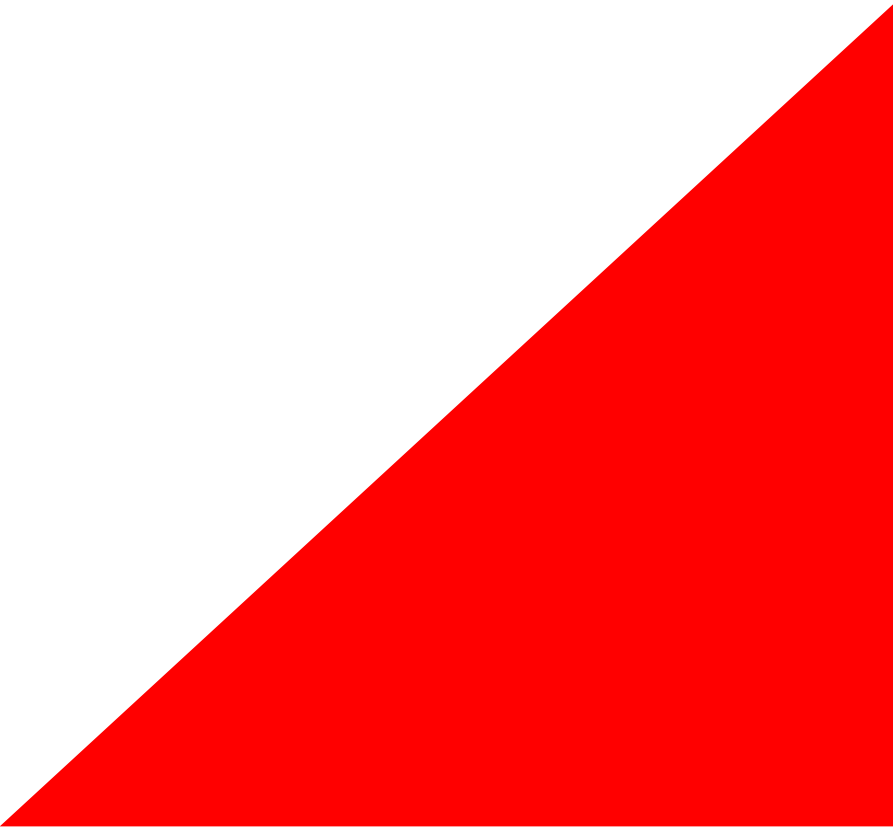




## BSOL User Guide

User Guide – January 2019 edition



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## 1. General

### 1.1 Registering to BSOL

To register as a new user on BSOL there are two options, you will only be required to complete **one** of these methods. The easiest is using a license key which should have been provided to you by BSI when you created your subscription.

- Go to <https://bsol.bsigroup.com> to log in
- Select 'Register as a new user'
- Select 'Register me! I have a license key'

Enter your license key into the box on the 2<sup>nd</sup> stage screen

#### BSOL (UAT) Registration – Step 1 of 3

##### > Register me! I have a licence key

If you have been provided with a licence key for your BSOL (UAT) subscription, please choose this option. In the next step we'll validate your licence key.

##### > Register me! I don't have a licence key

If you haven't been provided with a licence key, or if you've lost your licence key, please choose this option. In the next step you'll need to provide your BSI account number or your BSOL (UAT) contract number.

#### Need help?

If your organization has a BSOL (UAT) subscription but you don't have a **licence key**, and you don't have your **BSI account number** or **BSOL (UAT) contract number** please contact **BSI Online Technical Support** using the details at the end of this page.

## BSOL (UAT) Registration – Step 2 of 3

Please enter the **licence key** below for your BSOL (UAT) subscription and follow the on-screen instructions.

Enter licence key

## BSOL Registration – Step 2 of 3

Please enter the **licence key** below for your BSOL subscription and follow the on-screen instructions.

Enter licence key

5aa4



Company **BSI Standards**

Subscription **BSI Product Management**

Email address\*

Password\*

Confirm password\*

I accept the [terms and conditions](#)

Next

The next step will be to fill out your email address and enter a password for your BSOL account. To move to the next page you must click the tick box to accept the terms and conditions. To read the terms and conditions click the text and a window will open for you to read them.

The next page will require you to fill out your account details as seen below. These include your name, office address and job title.

**Personal information**

Title

First Name\*  Last Name\*

Address 1\*  Address 2

City\*  Postcode\*

Country\*  Region

Telephone\*

**Further information**

Job Title  Department

**Finish**

When complete press the 'Finish' button at the bottom of the page.

**You're registered!**

Thank you. Your registration was **successful**. You can start using BSOL immediately.

> [Click here to go to the BSOL homepage.](#)

**New to BSOL?**

> [Click here to get started with the BSOL Help area!](#)

## No license key?

If you don't have a license key follow steps 1 and 2 from the process above. You will be given the option to select 'Register me! I don't have a licence key'. This will prompt you to enter in your existing BSI account number as well as your contract number.

### BSOL Registration – Step 1 of 3

#### > Register me! I have a licence key

If you have been provided with a licence key for your BSOL subscription, please choose this option. In the next step we'll validate your licence key.

#### > Register me! I don't have a licence key

If you haven't been provided with a licence key, or if you've lost your licence key, please choose this option. In the next step you'll need to provide your BSI account number or your BSOL contract number.

### Need help?

If your organization has a BSOL subscription but you don't have a **licence key**, and you don't have your **BSI account number** or **BSOL contract number** please contact **BSI Online Technical Support** using the details at the end of this page.

### BSOL Registration – Step 2 of 3

BSI account n°

Contract n°

Enter in your BSI account number and contract number on the 2<sup>nd</sup> page. This will take you to a page to fill in your personal information as seen below. Complete this and when all of the details are filled in press the 'Finish' button at the bottom of the page to proceed.

**Personal information**

Title  
Mr ▼

First Name\*  
Joe

Last Name\*  
Bloggs

Address 1\*  
123

Address 2  
High Road

City\*  
London

Postcode\*  
A1 B2

Country\*  
United Kingdom ▼

Region  
Greater London ▼

Telephone\*  
0123456789

**Further information**

Job Title  
Tester

Department  
Group IT

**Finish**

As you don't have a license key your details will be sent on to the Technical Support team who will contact you as soon as your access has been completed and set up.

## Registration request received!

Thank you. We've successfully registered your personal details.

As you didn't have a licence key during registration we'll need to make a couple of checks to make sure we give you access to the correct BSOL subscription.

request has been received and a member of our Technical Support team will contact you as soon as your subscription access has been set up.

### Need Help?

Should you have any questions whilst your subscription access is being set up please contact the Technical Support team on the details below and an advisor will be happy to help.

## Registering for a subscription including both Modules AND a Custom Collection?

It is important to note that if you are registering for a subscription that consists of both modules and a custom collection you will be supplied with 2 registration keys.

You will not be able to self-activate onto both subscription elements yourself.

Register with the modular subscription and then contact the Technical Support team for activation onto the custom collection.

### Still stuck?

If you are having difficulties registering to BSOL or can't remember your details you can contact the BSI technical support team on the details below

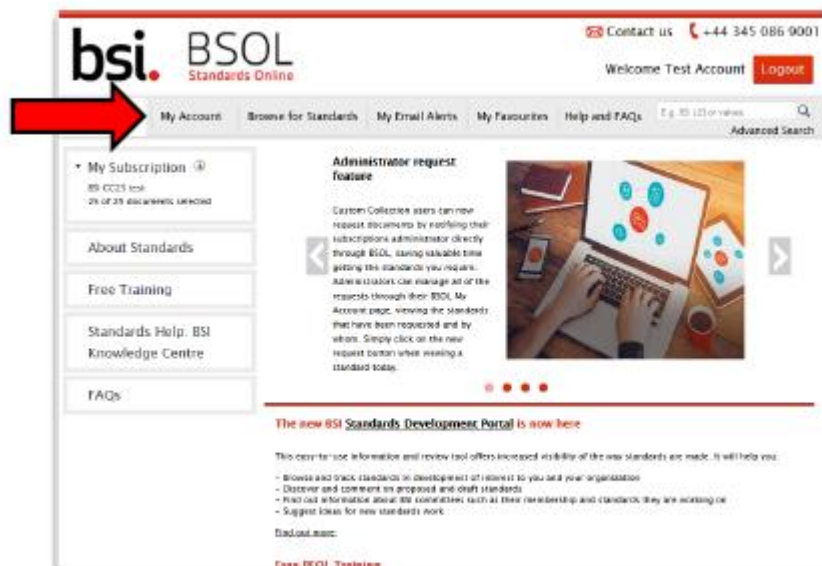
Phone number: [+44 345 086 9001](tel:+443450869001)

Email address : [tech.support@bsigroup.com](mailto:tech.support@bsigroup.com)

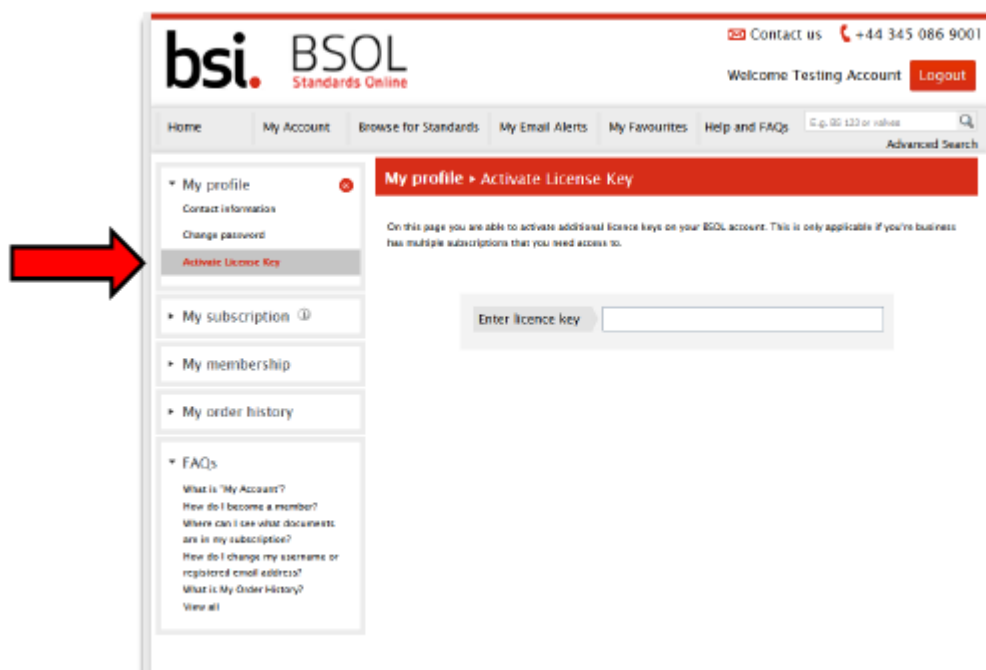


## Need to add additional license keys for more content?

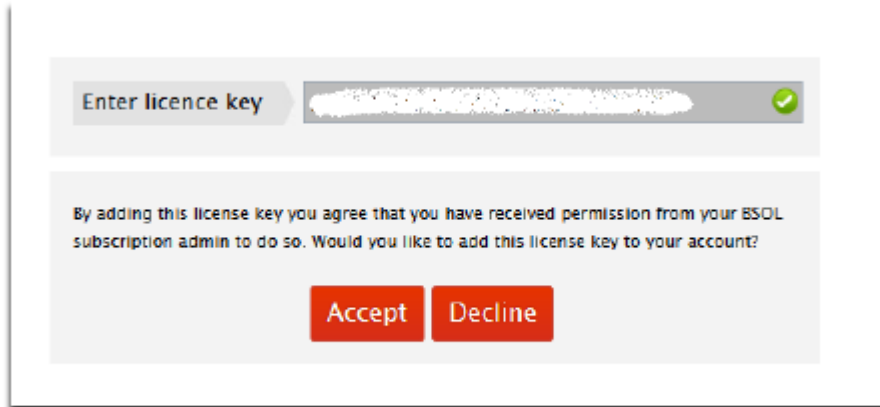
You are able to add additional license keys from within your accounts page on BSOL. To do this, navigate to the 'My Account' page shown below.



Once on your account page, select the 'Activate License Key' tab.



You can enter your license key into the box available on screen. You will then see a prompt message asking you to confirm your action.



Upon confirmation, you will be logged out of your current BSOL session and asked to log in again. Upon logging in, you will have access to the new content.

## 1.2 Logging into BSOL

The login page for BSOL can be accessed from <https://bsol.bsigroup.com>

After registering you can enter your details to access the home page of BSOL

### Forgotten your password?

Simply click on the 'Forgot your password?' link on the front page and you will be prompted to enter the email address of the account you have forgotten the password for. This will send a reset link through to that email address.

A screenshot of a web form titled "Reset your password" in red text. Below the title, it says "To reset your password, please enter your email address below." There is a text input field labeled "Email address". Below the input field is a grey button with the text "Please enter the email address you registered with." At the bottom left of the form is a "Next" button.

## 1.3 Logging in – Other Automated Authentication Methods

It is possible for certain subscription types to have an automated logon. This can come in for of IP recognition or a blind Login

### IP Recognition:

A subscription can be set up to recognise and authenticate users by an IP range. Your administrator should supply the relevant IP ranges to the Technical Support team who will need to verify these and add them to the subscription.

Once these are active, all users accessing from with the IP range will be logged in automatically upon visiting the BSOL website, if there are available licenses.

To login, go to BSOL <https://bsol.bsigroup.com>

You will be logged in immediately, provided licenses are available, and taken directly to the home screen.

bsi. BSOL Standards Online

Contact us +44 345 086 9001

Welcome Test Account Logout Basket (2)

Home My Account Browse for Standards My Email Alerts My Favourites Help and FAQs

E.g. BS 123 or valves Advanced Search

**My Subscription**

- PROD\_BSOL\_26-07-2013\_Test  
12 modules
- PROD\_BSOL\_26-07-2013\_Test  
45 of 45 documents selected
- PROD\_BSOL\_26-07-2013\_Test  
Deposit account remaining balance **£1555.00**

Top up

BSI Product Management  
60 modules

Product Management ISO MOD  
48 modules

Product Management ASTM CC  
95 of 100 documents selected

Product Management IEC CC  
9 of 50 documents selected

Product Management IEC MOD  
3 modules

ASTM vol sec test  
84 modules

About Standards

Free Training

Standards Help: BSI Knowledge Centre

FAQs

**The new BSOL Standards Development Portal is now here**

This easy-to-use information and review tool offers increased visibility of the way standards are made. It will help you:

- Browse and track standards in development of interest to you and your organization
- Discover and comment on proposed and draft standards
- Find out information about BSI committees such as their membership and standards they are working on
- Suggest ideas for new standards work

Find out more

**Proxy update for Blind Login users**

As part of our continued efforts to enhance your experience we will be upgrading security across our sites. As a result, our clients using EZProxy to connect to BSOL may have connectivity issues. These issues are limited to all customers using EZProxy versions 5 or below. On February 6th 2017 all blind users will be required to have version 6 or above. If you already have version 6 or above you do not need to do anything.

**These changes will have no impact for standard users on BSOL.**

For more information on these changes please contact the technical support team [tech.support@bsigroup.com](mailto:tech.support@bsigroup.com)

**ICS code revision**

Standards on BSOL have been updated to use ICS code version 7 instead of version 6. The changes introduce over 40 new codes that represent industries including Nanotechnologies, Cloud computing and Biofuels.

For more information on what ICS codes are and how they are used in BSOL please refer to the Help and FAQs page.

**Free BSOL Training**

All BSOL subscribers are entitled to free training. This can be delivered in various formats, including remote training, webinars or face-to-face sessions. These are available on-site, at your organization, for small or large groups, depending on your requirements.

The training sessions help subscribers make the best possible use of the BSOL service, providing a full breakdown of BSOL and giving opportunities to ask our expert trainers any questions. Training is free and unlimited throughout your subscription. Webinars tailored to the needs of our global subscribers are also available.

Book your training session.

View BSJ Standards View ASTM Standards View ISO Standards View IEC Standards

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### **Blind login:**

A Blind Login requires a fixed location within a subscribers' intranet or website. The administrator for your subscription will need to provide the BSOL support desk with the page location address. They will then be provided with an encrypted link which should be installed on the page address that was provided.

**Users accessing via this method can only access BSOL from this fixed location.**

Contact the Technical Support team for more information on these automated access methods. Their email is [tech.support@bsigroup.com](mailto:tech.support@bsigroup.com)

## 1.4 Logging in – Institutional login

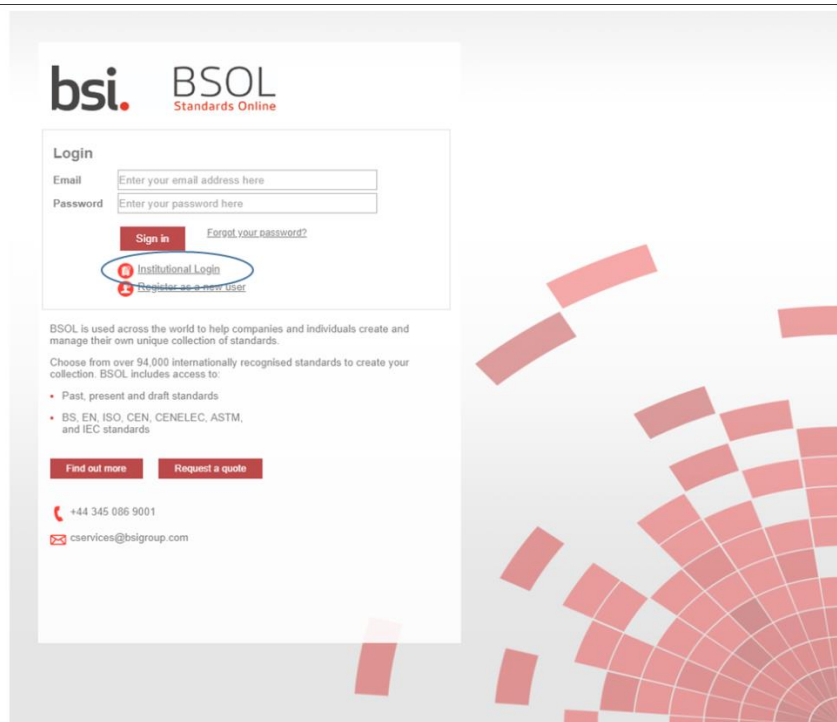
### **Institutional login:**

BSOL now offers institutional login to members of the UK Access Management Federation (UKAMF). Users of these member organisations can log into BSOL using their organisational credentials, such as a university email address and password.

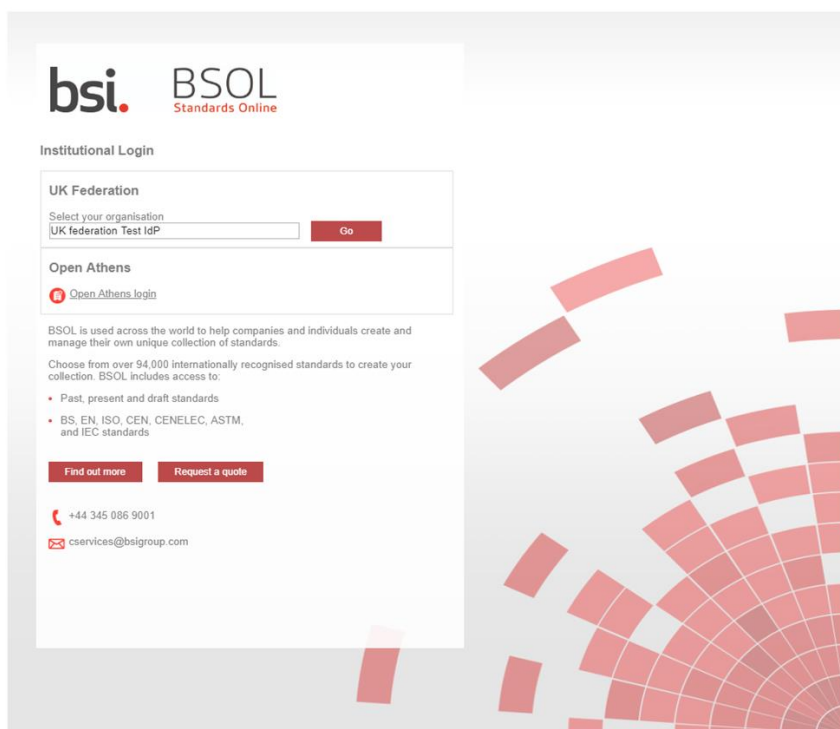
If your organisation is a member of the UKAMF, BSOL will recognise the institution and offer autocomplete suggestions. You will then be taken to your organisation's website to input your login details, and upon successfully logging in be redirected back to BSOL.

If you are unsure regarding your organisation's membership of the UKAMF, please visit their site at <https://www.ukfederation.org.uk/content/Documents/MemberList> or contact them at [service@ukfederation.org.uk](mailto:service@ukfederation.org.uk)

To log in as an institutional user, please select 'Institutional Login' below the username and password fields on the login page:



Then, select your institution from the dropdown menu or use the search bar to locate it and click 'Go'.



You will then be taken to your organisation's website to input your login details, and upon successfully logging in be redirected back to BSOL.

## 1.4.1 Logging in – WAYFless links

If your organisation is a member of the UKAMF, you can also set up WAYFless (Where-Are-You-From) links to direct users to content immediately upon login.

The format for WAYFless links are as follows:

`https://federation.bsigroup.com/start-session?entityID=[Your Entity ID]&target=[Specific BSOL page]`

For example:

`https://federation.bsigroup.com/start-session?entityID=https://test-site.ac.uk/shibboleth&target=https://bsol.bsigroup.com/Bibliographic/BibliographicInfoData/000000000030337673`

Upon logging in via this link, users will be redirected to the page:

`https://bsol.bsigroup.com/Bibliographic/BibliographicInfoData/000000000030337673`

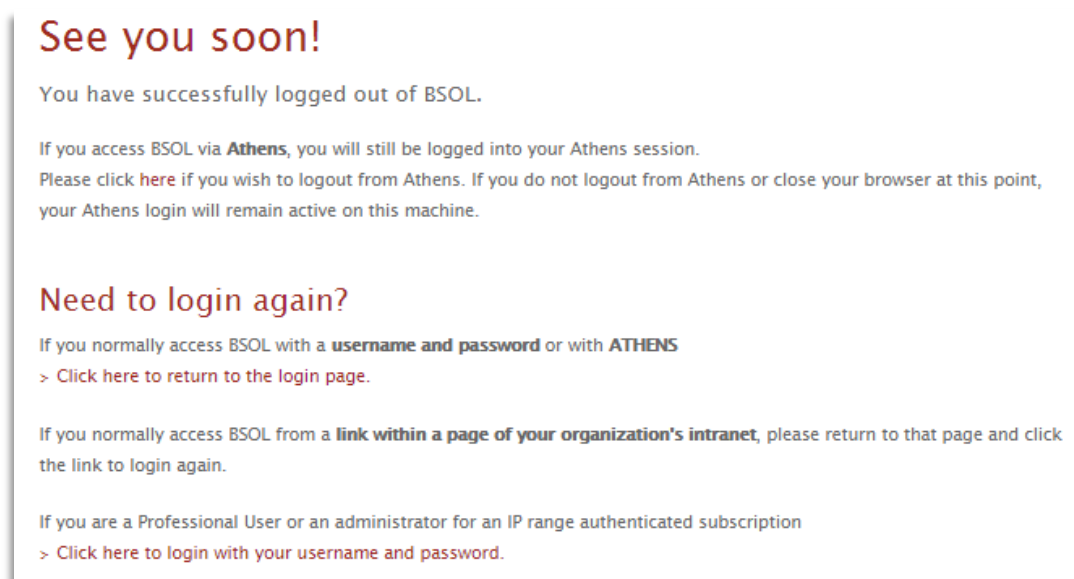
If users have already authenticated with their institution, they will be directed to the page automatically.

## 1.5 Logging out

The log out button is in the top right of every BSOL screen. You will be redirected to a confirmation page with various options of returning and logging in.

We suggest that all users log out manually at the end of a session to clear the license immediately.

**If you access via an IP registration you may have to close your internet browsers to refresh the IP authentication.**



**See you soon!**

You have successfully logged out of BSOL.

If you access BSOL via **Athens**, you will still be logged into your Athens session. Please click [here](#) if you wish to logout from Athens. If you do not logout from Athens or close your browser at this point, your Athens login will remain active on this machine.

**Need to login again?**

If you normally access BSOL with a **username and password** or with **ATHENS**

- > [Click here to return to the login page.](#)

If you normally access BSOL from a **link within a page of your organization's intranet**, please return to that page and click the link to login again.

If you are a Professional User or an administrator for an IP range authenticated subscription

- > [Click here to login with your username and password.](#)

**Timing out:**

If the user is inactive for a 15 minute period they will automatically initiate a **soft** log out. When returning to the computer, if a license is available, the user will be returned to the active page they were last on.

If no more licenses are available on return a **hard** log out will initiate. The user will receive a message advising they have been logged out and they will have to wait until a license becomes available again.

## 1.6 Definitions – Status of Standards on BSOL

**Current:** The document is currently applicable

**Withdrawn:** The document is no longer 'current', and has been withdrawn

**Draft for public comment:** A new document is under development and this is the latest publicly available document.

**Work in hand:** There is work being undertaken on this document and there is a related draft for public comment available

**Revised, Withdrawn:** This document has been revised and replaced by a document with the same core number and is no longer current

**Superseded, Withdrawn:** This document has been replaced by one or more other documents with a different core number and is no longer current

**Partially Replaced:** This document has been partially replaced by one or more other documents

**Confirmed:** This document has been reviewed and confirmed as being current

**Obsolescent:** Indicating that the document is not recommended for use for new equipment, but needs to be retained to provide for the servicing of equipment that is expected to have a long working life, or due to legislative issues.

**Proposed for confirmation:** This document is being reviewed and it has been proposed that it is confirmed as current document.

**Proposed for obsolescence:** This document is being reviewed and it has been proposed that it is made obsolescent.

**Proposed for withdrawal:** This document is being reviewed and it has been proposed that it is withdrawn

**Current, Revised:** This document has been revised and replaced by a document with the same core number but remains current for a short time period

**Current, Superseded:** This document has been replaced by one or more other documents with a different core number remains current for a short time period

**Current, Under Review:** The publication is under review (at BSI, CEN or ISO) but no decision has yet been made on the outcome

**Current, Project Underway:** There is a project underway to revise this document but a document has yet to be published



## 1.7 Types of documents

There are several types of documents that appear in BSOL, these include standards which are published by BSI, adopted or in the process of adoption by BSI. Certain third part content providers are also available on BSI, currently this includes ASTM, IEC and ISO.

Common standard number formats are listed below. Spacing format is important in standards. If you are in doubt as to the lettering format leave this off. You will return results including the document number you were looking for.

When a Standard is adopted from another standards agency, such as CEN (Committee for European Normalisation, who produce EN standards) or ISO (International Standards organisation) or IEC (International Electro-technical Committee), then their lettering prefix must be included in the numbering of the document.

Examples:

BS 9999:2008

BS EN 1991-1-4:2005

BS EN ISO/IEC 17021:2006

DD ISO/TS 6733:2006

BS ISO 17712:2010

BS EN 60335-2-27:2010

BS EN ISO 9001:2008

PAS 124:2008

PD CEN ISO/TR 20573:2008

BIP 2207

The following prefixes belong to BSI:

BS	British Standard
DD	Draft for Development
PAS	Publicly Available Specification
BIP	Business Information Publication
PD	Published Document

### ISO and IEC documents

If a document begins with ISO or IEC it may not have been adopted by BSI. However, there may be a project underway to adopt this document. In these instances we may have a draft available in BSOL (not all ISO publications are available in BSOL).

(Approximately 80 to 85% of ISO and IEC documents are adopted by BSI)

### EN documents

Any standard produced by CEN must be adopted by each member country. Each member country add their own prefix to the beginning of the document number. In the UK these

become BS EN. In Germany these would be DIN EN. The content of the document remains the same across each member country. Only the source language changes.

### **prEN documents**

prEN is a draft EN document. These would be present in BSOL for the period that they are available to comment on. After the comments period has expired BSI may remove the document. This would then be replaced by the completed and approved version. At this point its designation would change to BS EN.

### **ASTM documents**

ASTM documents are available on BSOL as part of our 3<sup>rd</sup> party content collection. These documents are often not adopted by BSI and as such are not included in standard subscriptions. Only current ASTM standards are available on BSOL, however customers can still access bibliographic data for any historical ASTM standards.

### **Draft documents**

For draft documents the “Standard Number” field in BSOL uses the BSI project number, not the standard number that it will become upon completion and publication.

Example - 07/30167174 is the project number

Once this document is published this would become BS EN 61869-2. This final number will only be listed in the Title field and in the bibliography. Once the draft is finalised and published, the “Standard Number” field will be updated, replacing the draft number with its completed and published Standard Number.

To search for a draft, use the draft number (as mentioned above) as a “Standard Number Search”, or search using the final document number, but as a “Keyword Search”.

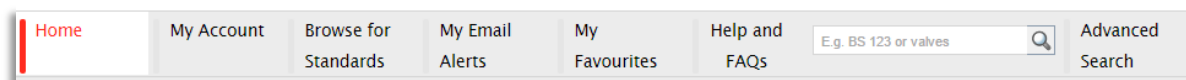
### **Tracked Changes documents**

Tracked changes documents contain both the original document and a tracked changes version. The tracked changes version highlights changes made to the document from the previous edition, with additions highlighted in green and subtractions in red.

Tracked changes documents currently do not inherit the publishing information for the standard series. While we endeavour to make this information accessible, please be sure to add the original version of the standard to your email alerts if you wish to track updates such as supersession information.

## 1.8 Help and FAQs

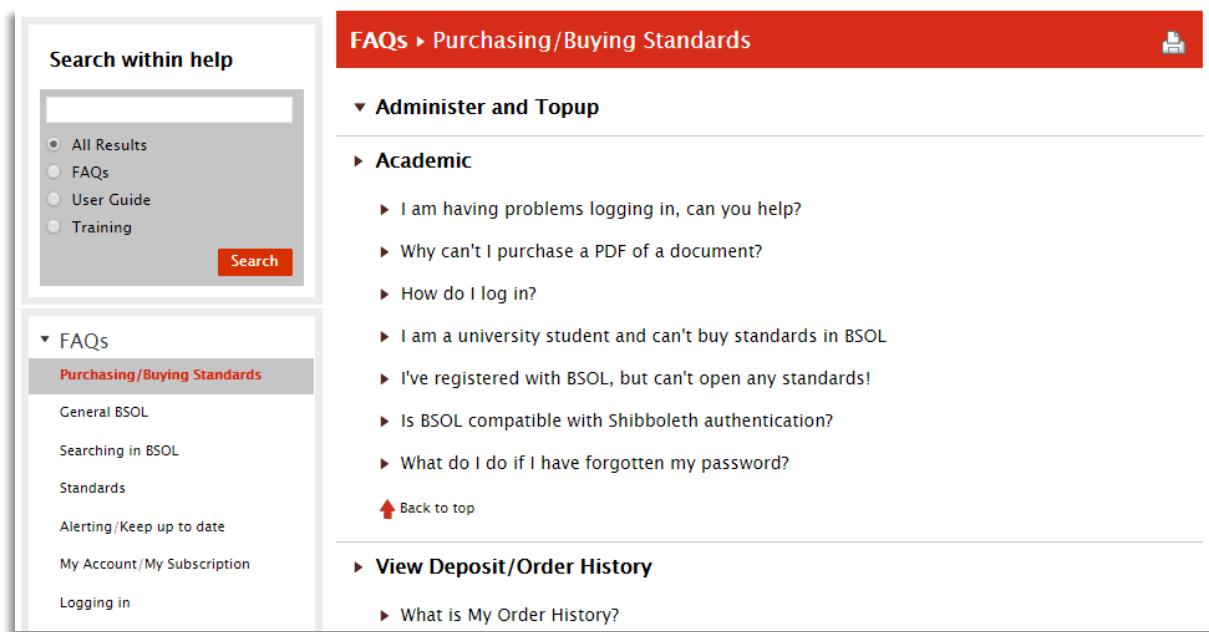
The **Help and FAQs** section can be accessed from the top menu on all pages of BSOL



The help and FAQ's section contains the following functions:

- FAQ – a jump to list of brief questions and answers
- User guide – PDF instructions covering the main functions of BSOL (this document)
- Training – contact information for the Online Products training team.

The search box within this page has a keyword search function to search all areas of the **Help and FAQs** page. Alternatively you can choose from a particular search function and view a complete list of help information available around that area.



Enter your keyword into the search box below '**Search within help**'. You can also select a specific area to search in or just leave it on the default of 'All results' to search everything. Click on the 'Search' button to look for results.

20 results



FAQs (17)   Demos (0)    User guides (3)   Training (0)

Your results will display by topic in the main body of the screen. If results are found from more than one area of the **Help and FAQs** page, these areas can be filtered using the TICK boxes at the top of the results.

To look at results simply click on the drop down arrow by the results that are shown on the page.

## 2 Using BSOL

### 2.1 Search bar functions

#### Using a standard number:

On each page of BSOL you have access to a quick search bar at the top of the page. This is found on the navigation menu.

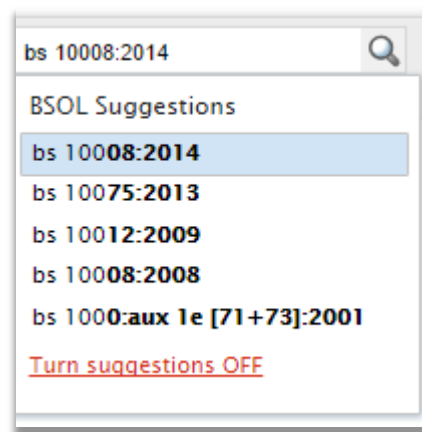
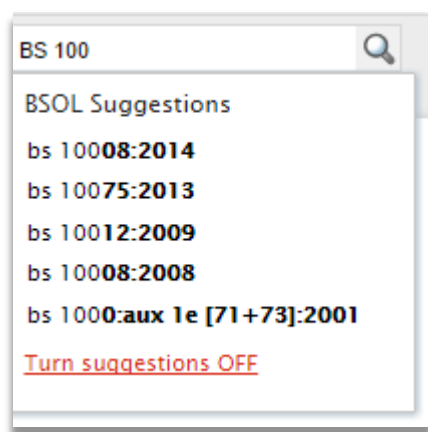
This search bar will perform a *simple* search enabling you to search for standards by number, keyword and phrase. The *simple* search searches the standard number field, title field and the descriptors field only. However, this field can be combined with other options in the **Advanced Search** page (See section 2.2 for more details).

Searching by standard number will return relevant results based on the number entered here. Where possible it will find exact matches. Additionally this option will allow you to use the letter prefix e.g. BS, BS EN, etc.

As you start to type the number, the auto-suggestion system will start to suggest possible standard numbers based on your search terms.

If you hover over one of the auto-suggestions the search field will automatically be populated. Once you have completed on or more searches, you will also be presented with a search history option in the auto-suggestions.

Auto-suggestions can be enabled or disabled at any time from this field. Once it appears as your start to type click on “Turn suggestions OFF / ON” to disable / enable this function.



## Unsure of the letter prefix?

If you are unsure of the letter prefix or the spacing of the prefix, leave this out and use the number string only. However, please check the title of the standard you have found as the same number prefix may have been coincidentally used by more than one standards body in BSOL for different standards.

## Examples of prefix results using similar terms:

Using the number **9000** produces 62 results containing the number **9000** in the standard number and title.

These include:

<i>BS EN ISO 9000:2015</i>	Quality management systems. Fundamentals and vocabulary
<i>BS EN ISO 9000:2005</i>	Quality management systems. Fundamentals and vocabulary
<i>BS EN ISO 9000-3:1997</i>	Guidelines for the application of ISO 9001:1994 to the development, supply, installation and maintenance of computer software.
<i>BS ISO 9000-2:1997</i>	Quality management and quality assurance standards. Generic guidelines for the application of ISO 9001, ISO 9002 and ISO 9003.
<i>BS 9000-1:1989</i>	General requirements for a system for electronic components of assessed quality. Specification of general procedures.

Using the number **900** in this field produces 116 results.

These include:

<i>PAS 900:2010</i>	Code of Practice for Wheelchair passports
---------------------	---

BS EN 900:2007

Chemicals used for treatment of water intended for human consumption. Calcium hypochlorite.

Using the term **BS9000** is asking the search to look for both the term **BS** and **9000**. This produces only 4 results

These include:

BS EN 900:2007

Chemicals used for treatment of water intended for human consumption. Calcium hypochlorite.

BS EN 900:2000

Chemicals used for treatment of water intended for human consumption. Calcium hypochlorite.

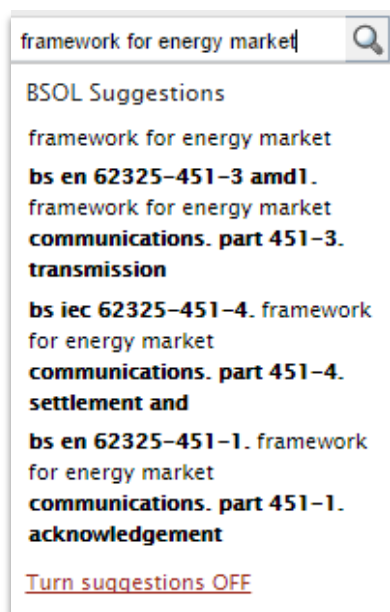
### Using a keyword:

Searching by keyword will return results using a word stemming search and sorting by relevance. Word stemming uses a Thesaurus of words and looks for common roots words, however, different but similar words may produce slightly different results.

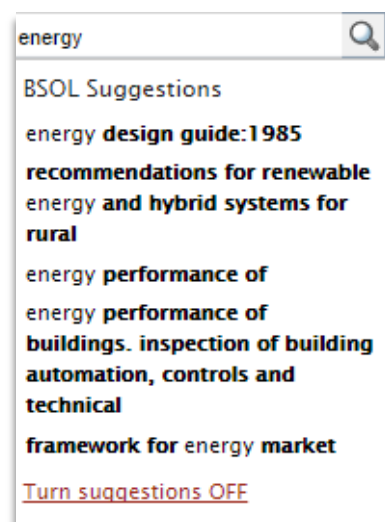
Example – “Rail” will produce a different set of results from “railway”. In this instance 636 for rail and 1193 for railway. (It is possible that not every variation of each word is listed in the Thesaurus). These numbers are always changing so at the time of reading this there may be more / less results produced.

Similar to standard numbers, as you start to type the word, the auto-suggestion system will start to suggest possible words or phrases based on your search terms. Hovering over any of these and selecting it will populate the search field.

Any suggestions can be enabled / disabled by clicking on “Turn suggestions OFF / ON” found at the bottom of the search list.



Once you have completed one or more searches, you will also be presented with a search history option in the auto-suggestions as well.

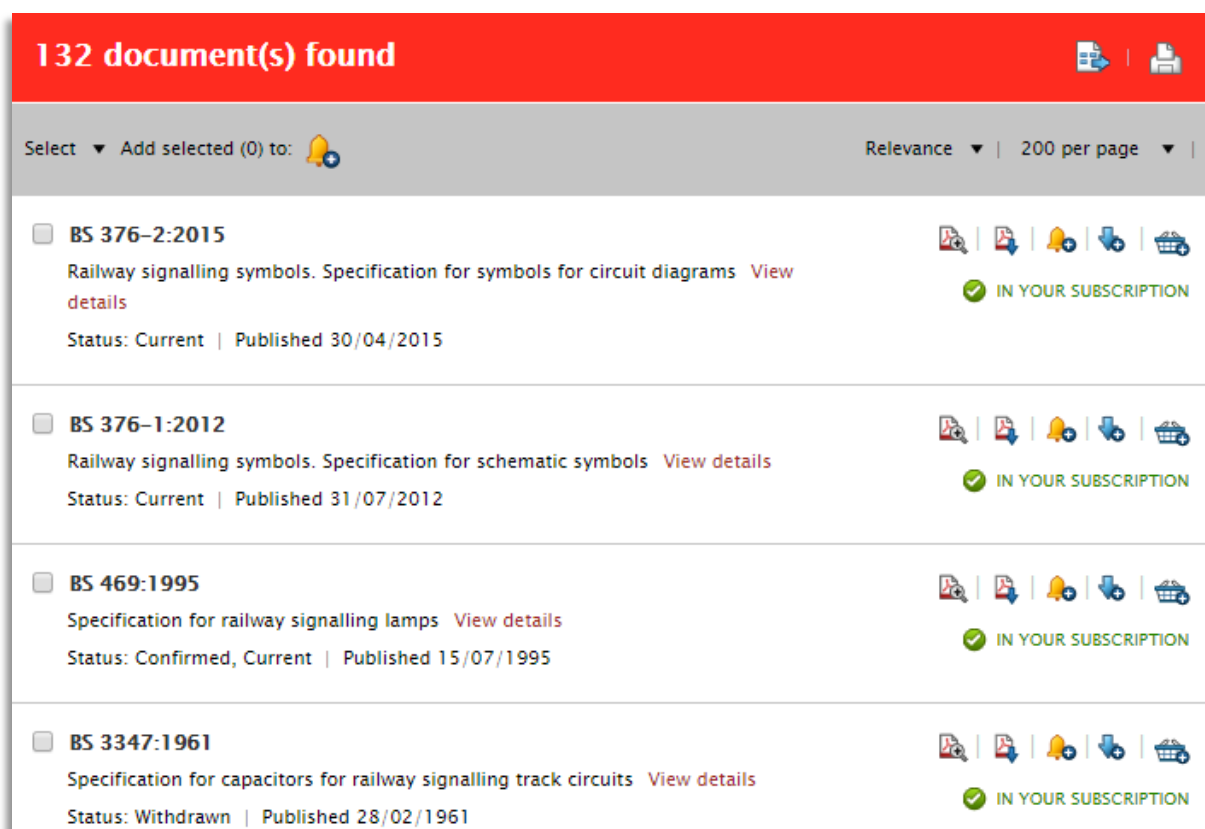


## Using more than one keyword in the search:


Using more than one keyword in the search will produce an *AND* search, with results sorted by quality of hit and relevance of result.





















Example:

Using *Railway Signalling* as the search term produces 132 results.



**132 document(s) found**

Select ▾ Add selected (0) to:  Relevance ▾ | 200 per page ▾ |

<input type="checkbox"/>	<b>BS 376-2:2015</b> Railway signalling symbols. Specification for symbols for circuit diagrams <a href="#">View details</a> Status: Current   Published 30/04/2015	     ✓ IN YOUR SUBSCRIPTION
<input type="checkbox"/>	<b>BS 376-1:2012</b> Railway signalling symbols. Specification for schematic symbols <a href="#">View details</a> Status: Current   Published 31/07/2012	     ✓ IN YOUR SUBSCRIPTION
<input type="checkbox"/>	<b>BS 469:1995</b> Specification for railway signalling lamps <a href="#">View details</a> Status: Confirmed, Current   Published 15/07/1995	     ✓ IN YOUR SUBSCRIPTION
<input type="checkbox"/>	<b>BS 3347:1961</b> Specification for capacitors for railway signalling track circuits <a href="#">View details</a> Status: Withdrawn   Published 28/02/1961	     ✓ IN YOUR SUBSCRIPTION

The first set of results, as shown above, contain the words *Railway* and *Signalling* prominently, but as you look down the list of results you will notice that the keywords are found less frequently together in the title but may be found more frequently on the description page of each result as descriptor keywords.



**BS 183:1972**

Specification for general purpose galvanized steel wire strand [View details](#)

Status: Confirmed, Current | Published 19/06/1972



IN YOUR SUBSCRIPTION

**BS 4727-1:Group 03:1971**

Glossary of electrotechnical, power, telecommunication, electronics, lighting and colour terms. Terms common to power, telecommunications and electronics. Relay terminology [View details](#)

Status: Withdrawn | Published 22/04/1971



IN YOUR SUBSCRIPTION

**BS 555:1962**

Specification for tungsten filament miscellaneous electric lamps [View details](#)

Status: Withdrawn | Published 06/03/1962



NOT IN SUBSCRIPTION

## 2.2 Advanced Search

The advanced search page can be accessed from the menu at the top of each page on BSOL. You can combine any of the onscreen options together prior to launching your query.

The screenshot shows the 'Advanced Search' interface. At the top, there is a search bar with the text 'Search for standard numbers and keywords.' and a 'Search' button. Below the search bar, there are two radio buttons: 'Results in my subscription' and 'All results'. The main area is divided into several sections, each with a red header and a list of checkboxes:

- Status:** Confirmed, Current, Draft for public comment, Obsolescent, Partially replaced, Project underway, Proposed for withdrawal, Revised, Superseded, Under review, Withdrawn, Work in hand.
- Publisher:** ASTM, BSI, CENELEC, IEC, ISO.
- Publication date:** From dd/mm/yyyy To dd/mm/yyyy.
- Update type:** Please select (dropdown), From dd/mm/yyyy To dd/mm/yyyy.
- ISBN:** E.g. 978 0 580 68738 9.
- Module (BSI, ISO & IEC):** [Text input] [Select]
- ASTM Modules:** [Text input] [Select]
- ICS Category:** [Text input] [Select]

At the bottom right, there are 'Clear' and 'Search' buttons.

### Status:


Status allows you to select specific options based on the type of Standard you are looking for. Multiple options can be selected at the same time

This is a close-up of the 'Status' filter section. It features a red header with an information icon and the word 'Status'. Below the header, there are nine checkboxes arranged in a 3x3 grid:

- Confirmed
- Current
- Draft for public comment
- Obsolescent
- Partially replaced
- Project underway
- Proposed for withdrawal
- Revised
- Superseded
- Under review
- Withdrawn
- Work in hand

## Publisher:

These allow you to select from specific standard publishers. Multiple options can be selected or this section can be left blank to search from all publishers.



The screenshot shows a search filter for 'Publisher'. It features a red header with an information icon and the label 'Publisher'. Below the header are five checkboxes for different publishers: ASTM, BSI, CENELEC, IEC, and ISO. All checkboxes are currently unchecked.

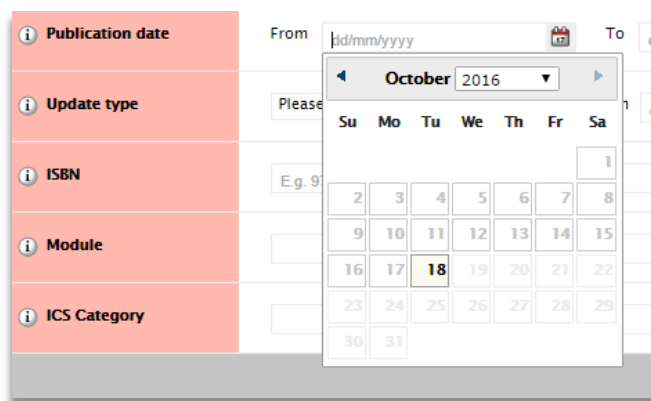
## Publication date:

Publication date search allows you to identify documents that have been published within a defined time period. You can enter an exact date range (in **dd/mm/yyyy** format) in the *From* and *To* boxes, or use the view calendar link.



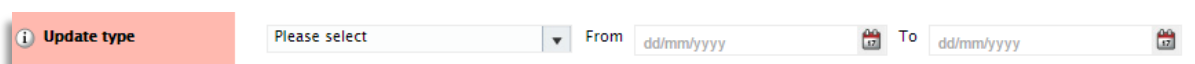
The screenshot shows a search filter for 'Publication date'. It features a red header with an information icon and the label 'Publication date'. Below the header are two date input fields labeled 'From' and 'To', both containing the placeholder text 'dd/mm/yyyy'. Each input field has a small calendar icon to its right.

Clicking on the calendar icon will open the full calendar for that window allowing you to select the dates manually from there.



The screenshot shows the 'Publication date' search filter with a calendar popup. The filter has a red header with an information icon and the label 'Publication date'. Below the header are several other filter options: 'Update type', 'ISBN', 'Module', and 'ICS Category'. The 'From' and 'To' date input fields are visible, with the 'From' field containing 'dd/mm/yyyy' and a calendar icon. The calendar popup is open, showing the month of October 2016. The date 18 is highlighted in yellow. The calendar has a header with the month and year, and a grid of days from Sunday to Saturday.

## Update type:



The screenshot shows a search filter for 'Update type'. It features a red header with an information icon and the label 'Update type'. Below the header is a dropdown menu with the text 'Please select'. To the right of the dropdown are two date input fields labeled 'From' and 'To', both containing the placeholder text 'dd/mm/yyyy'. Each input field has a small calendar icon to its right.

**Amended** - The date the document was last announced as being amended. Select this to find all standards that were last announced as being amended during the period specified using the date criteria.

**New** - The date when the record was announced as 'new' (this may be different to the publication date). Select this to find all new Standards, (and other items) that were announced as new during the period specified using the date criteria.

**Other** – A change to the status field of a standard (e.g. if the status changes from 'Current' to 'Proposed for Confirmation'). An "Other" update is an update to the bibliographic information of the standard, NOT to the content of the standard.

**Reinstated** - The date when the record or document was returned to its current status. It is used when, for instance, a current standard is withdrawn and then later made current again, for whatever reason. Select this to find all standards that were last reinstated to its current status during the period specified using the date criteria.

**Withdrawn** - The date that the document was announced as withdrawn (the date of the announcement may be different from the actual withdrawal date). Select this to find all standards that were withdrawn during the period specified using the date criteria

### ISBN:


This allows you to search by the documents 13 digit ISBN number if you know it (note, there is no space sensitivity on the 13 digit number)



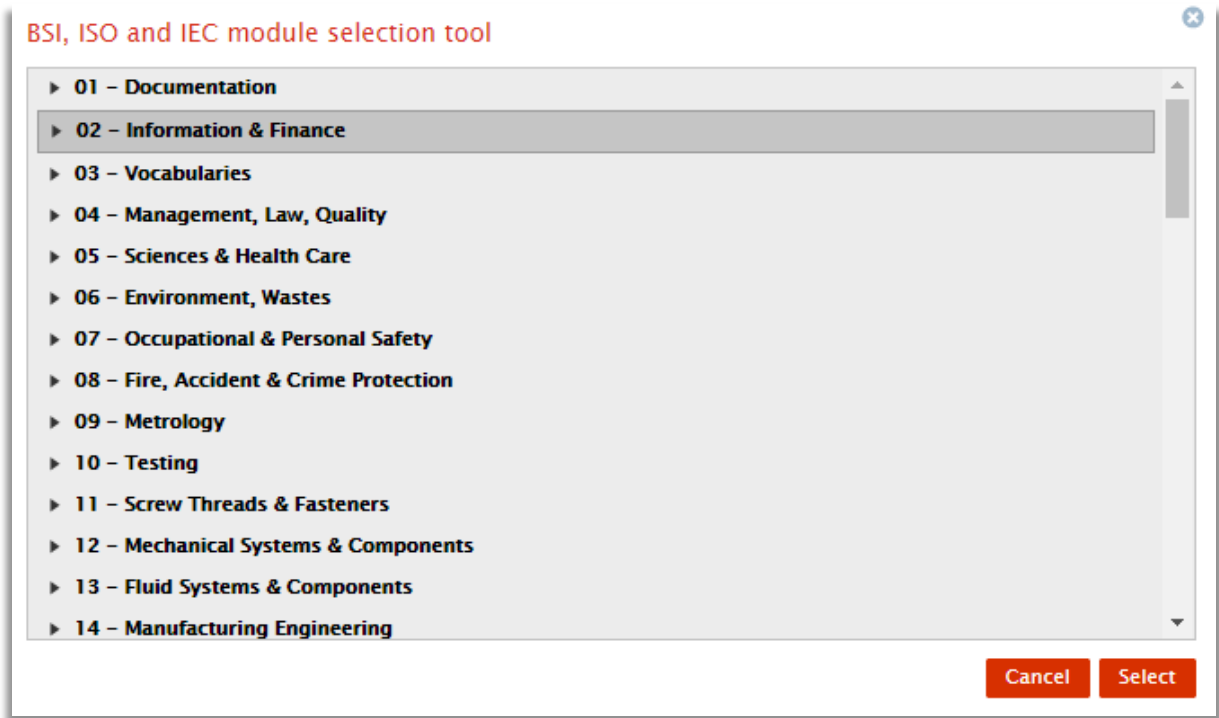
A search input field with a red header containing an information icon and the text 'ISBN'. The input field contains the example text 'E.g. 978 0 580 68738 9'.

### Module number:

Modules are BSI's classification for standards (See 3.6 for more details)

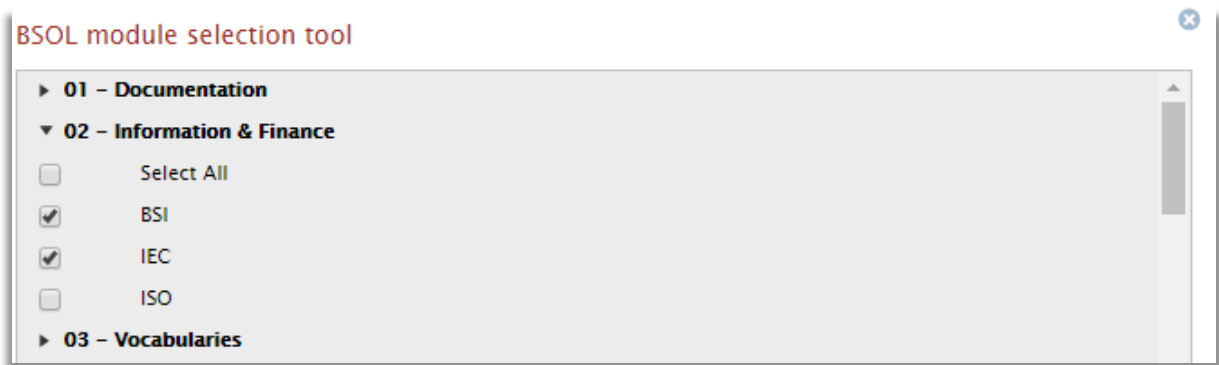


A search input field with a red header containing an information icon and the text 'Module'. The input field is currently empty.



By clicking anywhere in the box by 'Module' or clicking on the 'Select' button you will open up the module menu.

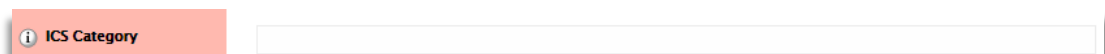
You can select as many modules as required by clicking on the drop down arrows.



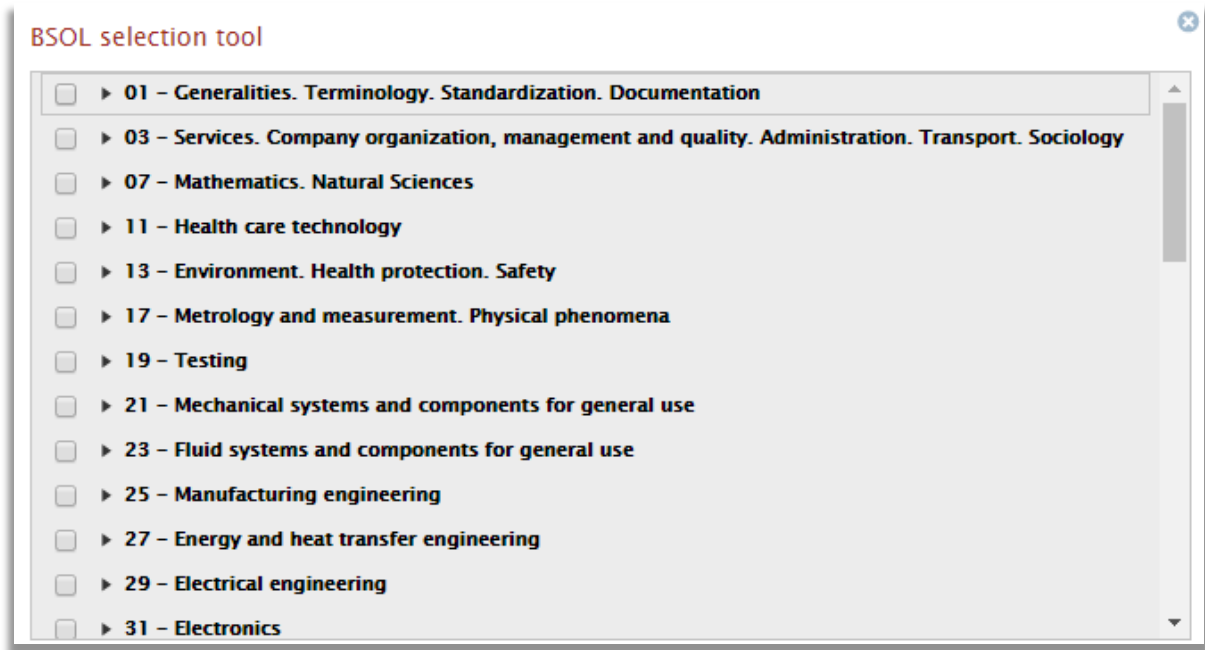
From here you can select which publishers you wish to filter. If you want to see all results you can tick 'Select All' and they will all be included on your search.

### ICS category:

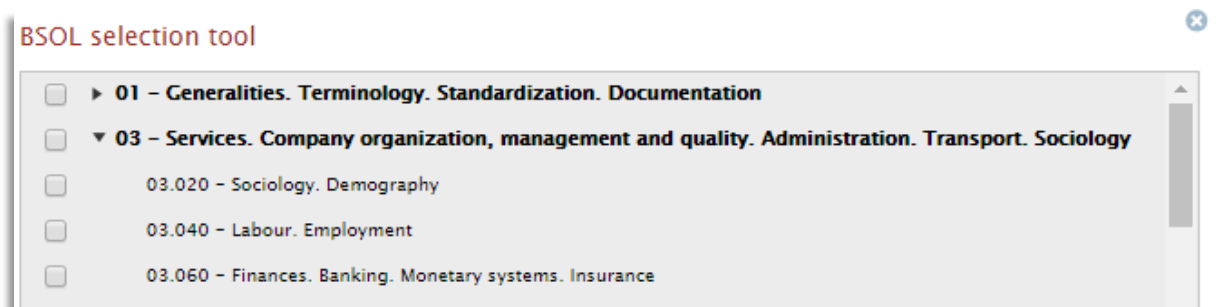
ICS categories are an international classification system for standards (See 3.6 for more details)



By clicking anywhere in the box by 'ICS Category' or clicking on the 'Select' button you will open up the BSOL selection tool.

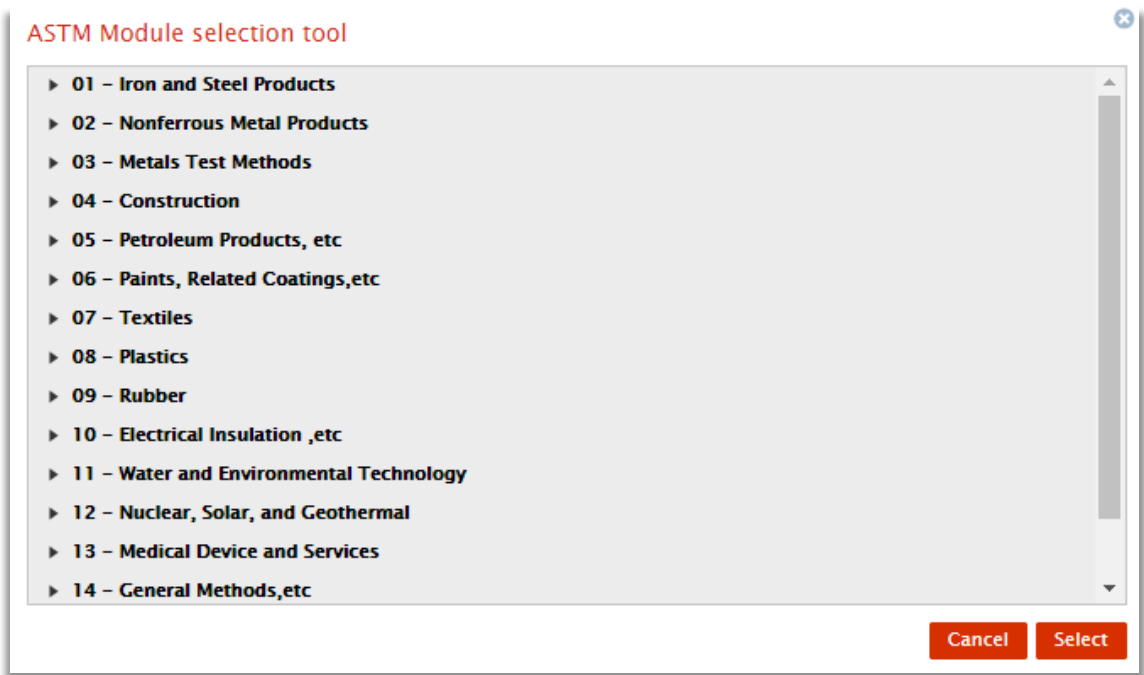


You can then choose as many modules as required to populate the advanced search box. Each ICS Category has a submenu where you can refine your search to be more specific about what you are after.



## ASTM Modules

BSOL gives you the option to subscribe to ASTM volumes. These are referred to as ASTM modules on BSOL. To search via these ASTM modules there is a selection tool under the standard module collections.



## 2.3 Search Tips

Some of the more common searching / browsing queries can be found here in example form.

The “Keywords” search box can be best described as *search all terms*. You can use this field to search for drafts using the proposed standard number instead of the draft number, which you may not know.

When searching for very short numbers using the number search, the result you are looking for may be further down the page. Try changing the rank of the results to alphanumeric a-z using the “Sort By” dropdown menu in the results page, then press update to apply the sort.

Alternatively, you can wrap the search term in inverted commas “ ” to look for a number or phrase.

Example:

Using “**bs 16**” (written in the standard number search with the inverted commas included) found only one match.

### **BS 16:1974**

Using **bs 16** (without the inverted commas) resulted in 188 results. BS 16:1974 was not on the first page of results. However, changing to A-Z found the standard as the 6th result.

You can also use the inverted commas tip within the keywords search to look for a phrase, perhaps part of a title of a standard:

Example:

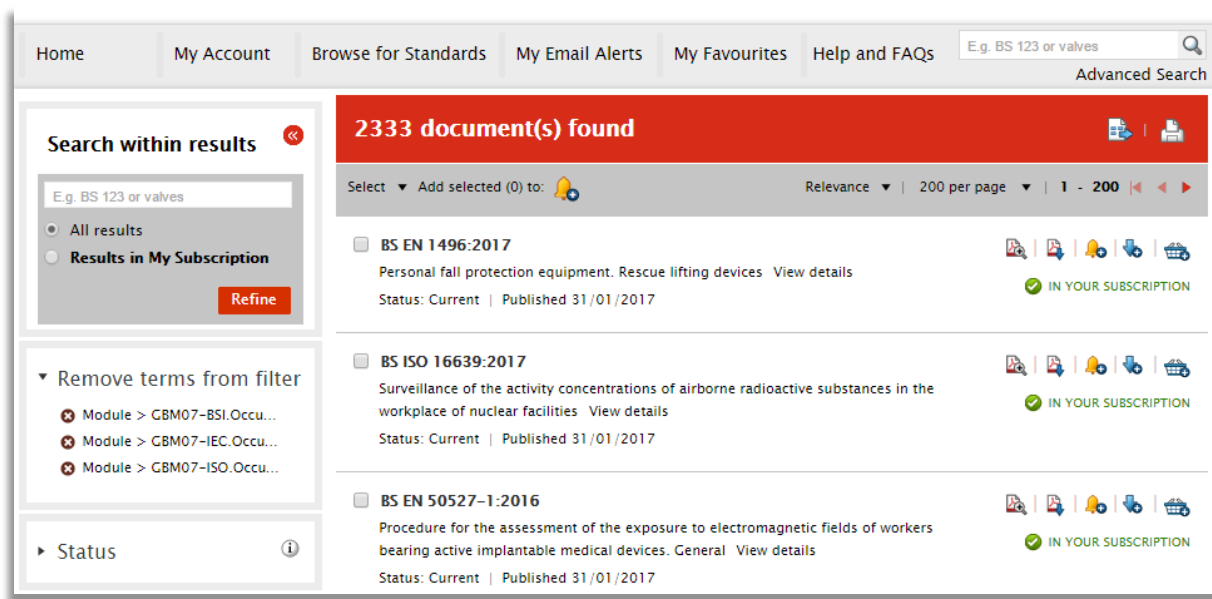
Using “Aerospace series” as a keyword search (with the inverted commas) finds all standards containing this phrase in its title. However, this example results in 2857 results. To narrow these down you can use additional keywords using the SEARCH WITHIN YOUR RESULTS box and the dynamic filters on the left of the results.



## 2.4 Filtering Results

Once you have searched for a document (see sections 2.1 and 2.2) you have the option to use a series of filters in the left hand margin.

These filters in the left hand margin will display relevant results based on the search criteria. Choosing one of them will refine the results and add the search term to the search string.



The filter options can be seen in the image displayed. Hover over the 'i' icon next to each of these options will give a brief explanation of the filter.

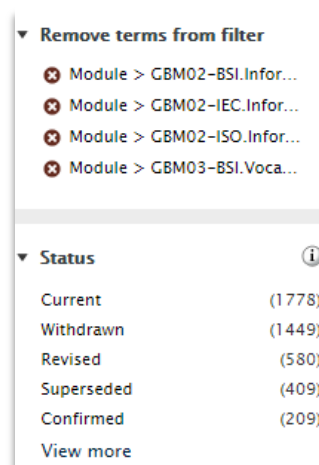
Clicking on each of the terms will expand and display the dynamic options available based on your particular search.

Click on the arrows next to each filter will give you an indication of how many hits have been found for that particular heading, within this particular search.

Choosing one of these options will combine the original search term with the filter option and the page will be updated to display the new results set.

The left hand filter options will also refresh and display the new matches found within the filters.

Your combined search filter terms will be listed near the top of the left hand section.

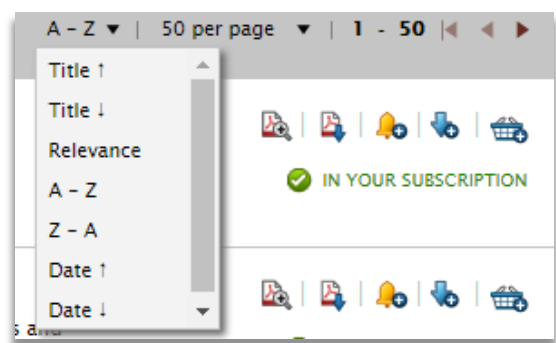
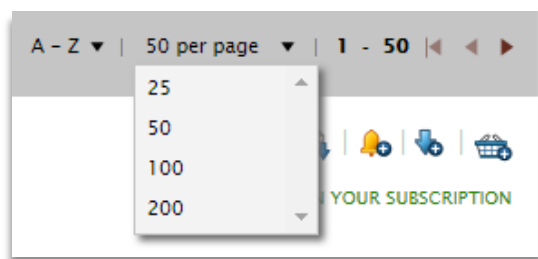


As seen in the image to the left you can click the red cross icon to remove that specific filter term from the search. The page will automatically refresh and results based on the remaining terms will be displayed.

You also have options to **“Sort by”** and increase the **“Items per page”** which are displayed on the results page. You can find these options at the top of the results set to the right.

Click on **“Sort by”** to display the options available. Choose the relevant option and the page will update automatically.



Click on **“Item per page”** to display the options available. Choose the relevant option and the page will update automatically.



## 2.5 Viewing the Standards

Search for documents in the normal manner ( See sections 2.1 and 2.2)

**10/30201340 DC**  
BS ISO 24294. Round and sawn timber. Vocabulary [View details](#)  
Status: Current, Draft for public comment | Published 11/03/2010

  
 **IN YOUR SUBSCRIPTION**

Once on the results page you can view any document which is in your subscription within a PDF view, such as Adobe Acrobat Reader or by using the in browser **“Quick View”** option. The two viewing options will be displayed to the right of each relevant result, along with other relevant symbols.

This option is the **“Quick View”** tool.

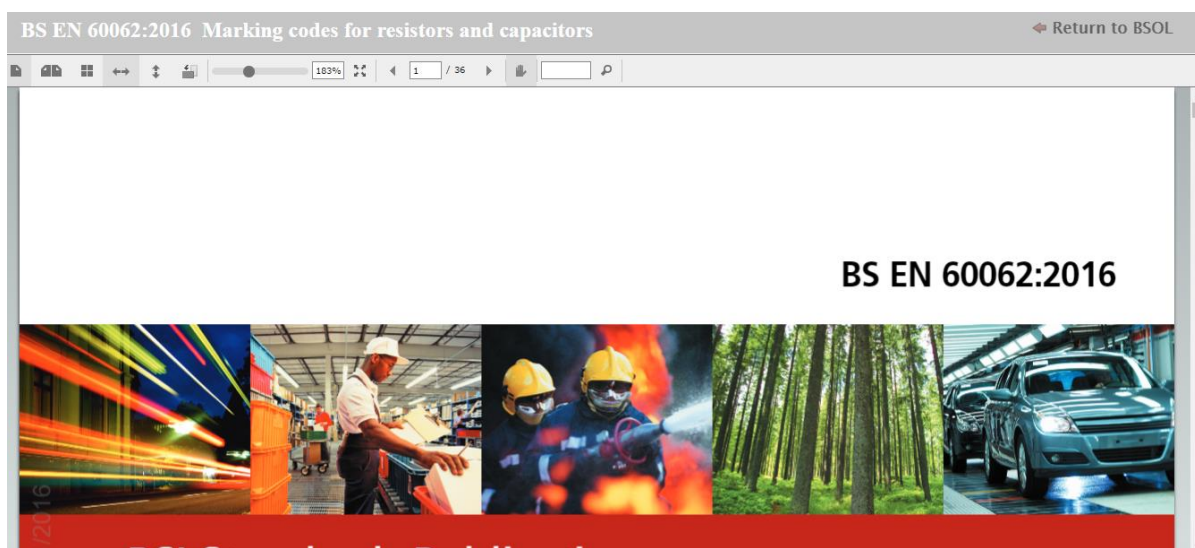


This option is the **“Download to PDF”** tool.

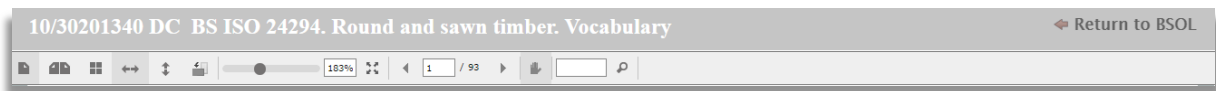


**Quick view:**

After selecting the **“Quick View”** options for a standard the browser will open a document in the same tab.

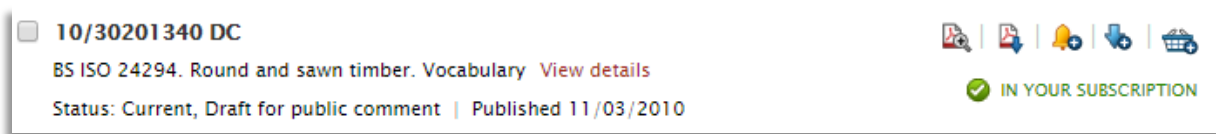


At the top of the page a selection of tools similar to many PDF readers are available.




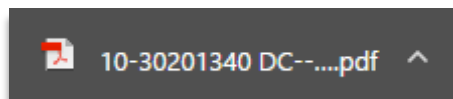
When you wish to return to BSOL there is an option in the top right corner saying “**Return to BSOL**”. This will return you to the same page you were on before using the quick view function.

## Downloading a Standard



The download PDF option will give you the option to either open the document straight away or save it to your device.

Click on  to download the document.

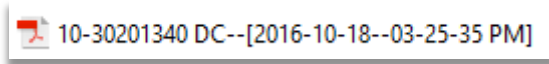


Click on the download at the bottom of your browser when it is complete to open the PDF. As a default the file will open in a new tab in your active browser. The file can also be open in a PDF viewer by right clicking and selecting the “**Open with**” option from the download location of the file.



As a default the standard name will be formatted as  
**Standard name – Year –[year/date/month/time of download]**

After downloading the document you can rename it if required. Opening the document in a PDF viewer the normal tools will be available for use. In the example of Adobe Acrobat Reader you will be able to annotate the document, add comments, and highlight particular areas of text from the tools menu.









## 2.6 Understanding the Bibliographic Data

Each standard on BSOL has information held on a “Bibliographic Data” detail page. To access this additional information browse for documents in the normal way (See sections 2.1 and 2.2).

On the results page click on the standard number or click on “**View details**”

IEC 62571:2011 Ed 1  
 Digital audiobook file format and player requirements [View details](#)  
 Status: Current | Published 01/03/2011

 IN YOUR SUBSCRIPTION

This will open up the **Bibliographic Data Page**.

**Bibliographic Data** Members can get further information from the BSI [Knowledge Centre](#) 

**BS EN 1496:2017**  
 Personal fall protection equipment. Rescue lifting devices


**Status** Current  
**Replaced by** -  
**Replaces** BS EN 1496:2006

**ICS Classification** 

**Cross references** 

 Normative references  
 EN 362:2004, EN 363, EN 364:1992, EN 365, EN 795, EN 1891:1998, EN ISO 9227, ISO 9227, ISO 2232

 Informative references  
 EN 341, EN 360

**Document related information** 

Abstract -

## What information is contained on the Bibliographic Data Page?

The **Bibliographic Data Page** contains information such as

- Documents replaced by / replacing this standard
- Amendments made
- Cross references contained within the standard,
- Publication and withdrawal dates,
- Keywords
- Module number
- ICS codes
- Link directly to the BSI Knowledge Centre

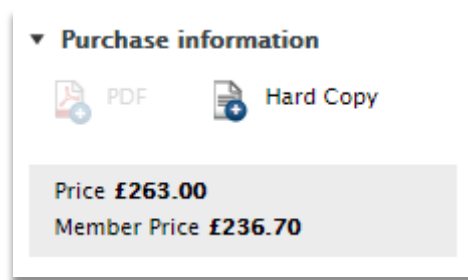
Areas such as 'Replaces' or 'Replaced by' allow you to see one generation before or after the document you are viewing.

Some document numbers in the **Bibliographic Data Page** contain hyperlinks to the relevant document referenced. By clicking on these you are redirected to the relevant page associated with the document clicked. The image below shows an example of where you can click to see a previous generation of a standard.

The ICS classification tab holds the ICS tree that the standard belong to. If you click on the dropdown arrow the menu expands in the ICS classification area. This can be useful for finding standards that may be related.

## Purchase information

If purchase rights are enabled to an individual user, the *purchase information* section will be visible on the **Bibliographic Data Page** of the document and will be located on the left of the screen



If the document is already part of the subscription only the option to add hardcopy to the basket will be visible.

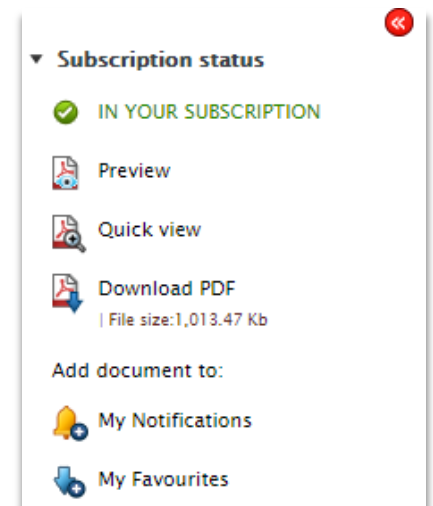
You may add a "hardcopy" item to your basket for purchase with a credit card. Or if you do not subscribe to the standard, you will be offered a PDF version (where applicable)

**Note** – deposit account administrators will use their deposit to purchase PDF versions instead of using a credit card. Only hardcopy items will require a credit card.

## Other features in the Item Detail pages

On the left hand menu, inside the Bibliographic data page you can find options which may be available to your particular profile.

**Note** – Not all profiles support all of these features



You can open the document by clicking on **Quick view** or use the **Download PDF**.

You can also add from **My Notifications** by clicking on it.

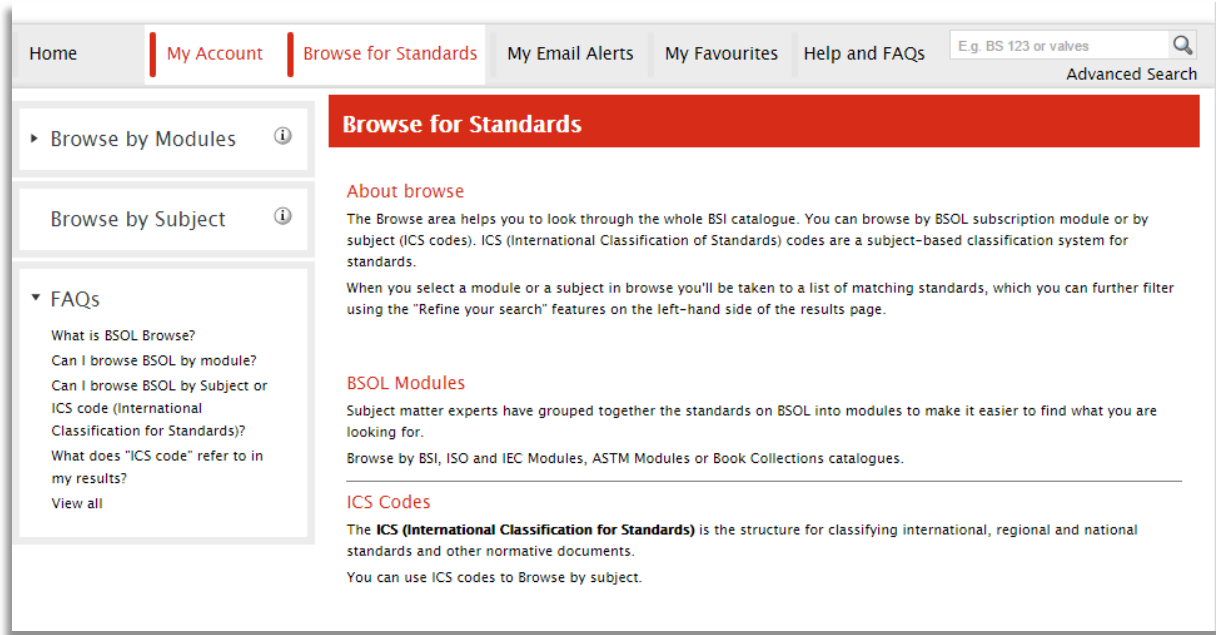
You can also add to **My Favourites**

If you are the custom collection administrator you will also see an option to add the document to your custom collection. (See section 4.5 for more details on custom collections)

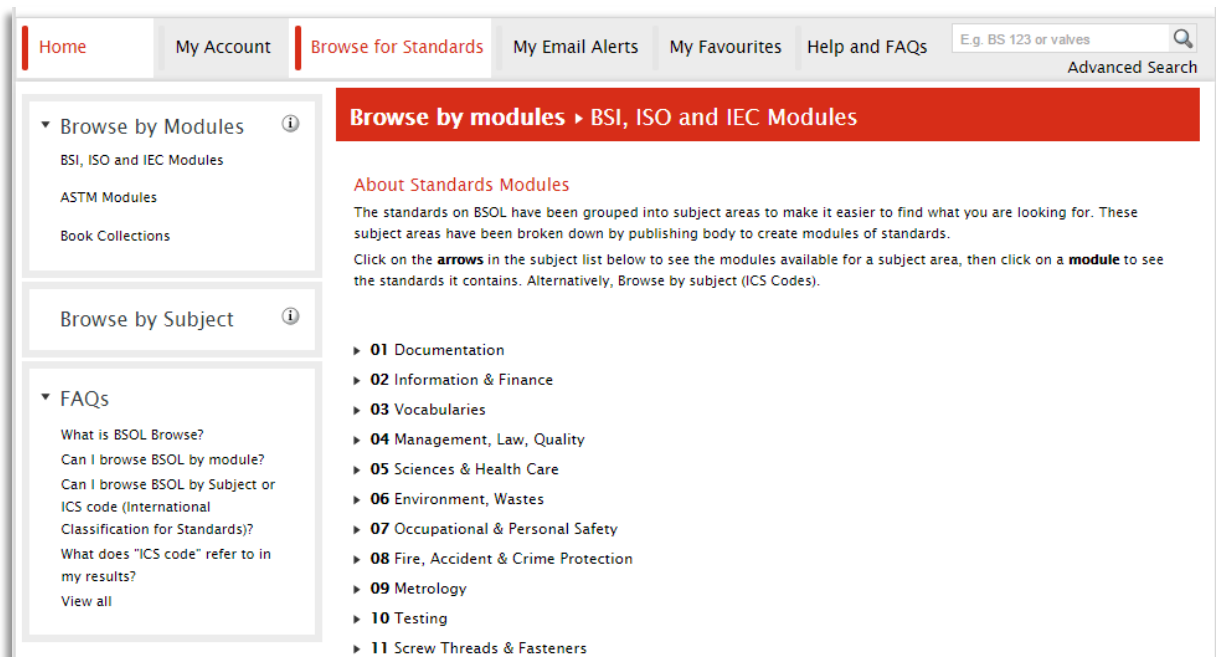
## 2.7 Browse for Standards page

The Browse for Standards page can be access from menu at the top of each page on BSOL.





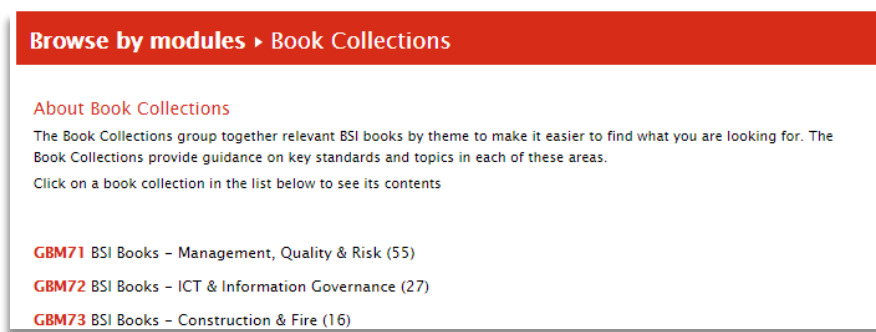
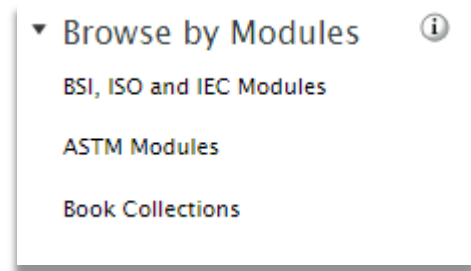
The browse function enables you to browse the whole BSI catalogue by module or by ICS codes (see section 4.3). This is particularly useful when exploring a complete subject to identify related standards. Clicking onto the browse tab on the top toolbar will open the browse page. You can choose to browse by modules from the left of the page.



## Browsing by Modules

Browse by Modules allows you to see all modules as a list. Selecting from the left hand column allows you refine by the standards modules or book collections.

Clicking onto one of these modules will display the complete contents of the module in the search results page. You can then access the required document or use the filter functions to refine your search as required.



The book collections group together relevant BSI books by theme to make it easier to find what you are looking for. The Book collections provide guidance on key standards and topics in each of these areas.

## Browsing by ICS code

Browse by subject allows you to search using the ICS categories. Clicking on any of the arrows will expand the category, listing the sub groups.

► Browse by Modules ⓘ

---

Browse by Subject ⓘ

---

▼ FAQs

What is BSOL Browse?  
 Can I browse BSOL by module?  
 Can I browse BSOL by Subject or ICS code (International Classification for Standards)?  
 What does "ICS code" refer to in my results?  
 View all

## Browse by Subject

**About ICS Codes**

The **ICS (International Classification for Standards)** is the structure for classifying international, regional and national standards and other normative documents. You can use ICS codes to find standards by subject. Click on the arrows beside each classification to expand the hierarchy.

Select the **subject** you wish to browse on the list below to show its contents or either Browse by modules.

- **01** – Generalities. Terminology. Standardization. Documentation (3772)
- **03** – Services. Company organization, management and quality. Administration. Transport. Sociology (2208)
- **07** – Mathematics. Natural Sciences (795)
- **11** – Health care technology (3705)
- **13** – Environment. Health protection. Safety (7995)
- **17** – Metrology and measurement. Physical phenomena (3183)
- **19** – Testing (1191)
- **21** – Mechanical systems and components for general use (1722)
- **23** – Fluid systems and components for general use (3924)
- **25** – Manufacturing engineering (4798)
- **27** – Energy and heat transfer engineering (1664)
- **29** – Electrical engineering (6054)
- **31** – Electronics (2727)
- **33** – Telecommunications. Audio and video engineering (3611)

Clicking onto one of these ICS categories will return a search result page listing all standards within the category. You can click on any of the results to find and view the ICS sub group categories relating to this particular document (see section 4.3)

**Search within results** ⏪

All results  
 Results in My Subscription

Refine

**1722 document(s) found** 📄 | 🖨️

Select ▼ Add selected (0) to: 🔔 Title 1 | 50 per page | 1 - 50 ⏪ ⏩

▼ Remove terms from filter

✖ ICS Category > Mechanical ...

---

► Status ⓘ

---

► Publisher ⓘ

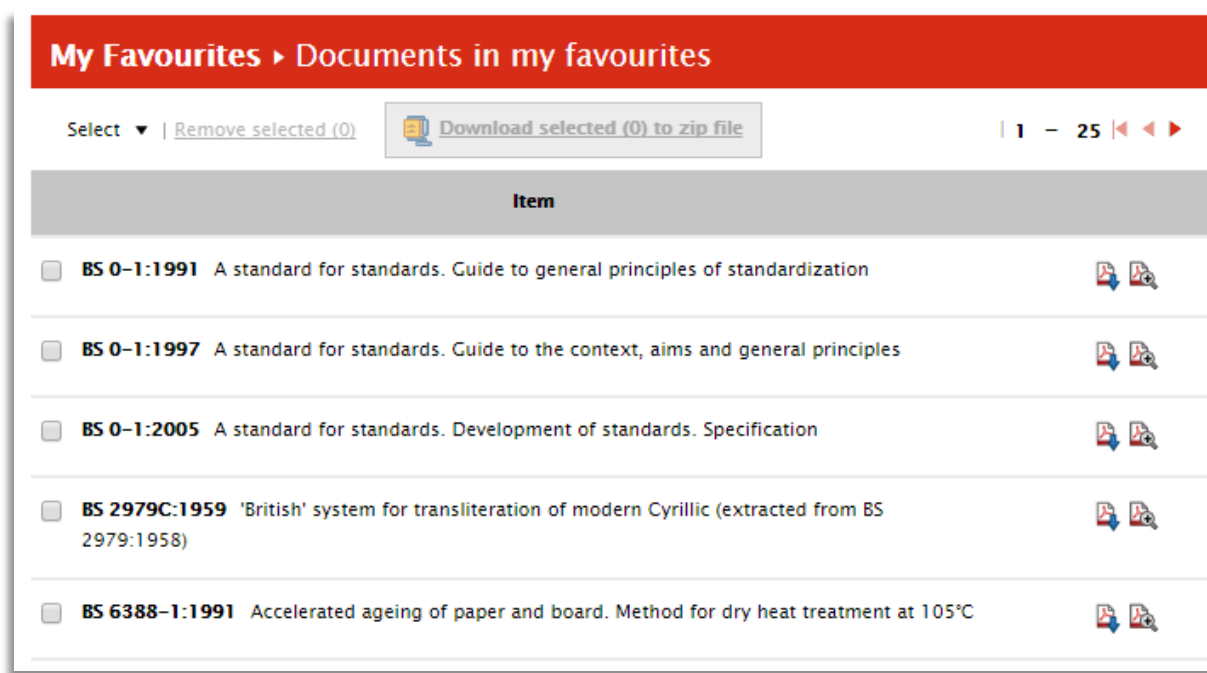
<input type="checkbox"/>	<p><b>BS ISO 8579-1:2002</b></p> <p>Acceptance code for gear units. Test code for airborne sound <a href="#">View details</a></p> <p>Status: Current   Published 30/08/2002</p>	<p>📄   🖨️   🔔   🗑️   🛒</p> <p style="color: green; font-weight: bold;">✓ IN YOUR SUBSCRIPTION</p>
<input type="checkbox"/>	<p><b>BS 7676-1:1993, ISO 8579-1:1993</b></p> <p>Acceptance code for gears. Determination of airborne sound power levels emitted by gear units <a href="#">View details</a></p> <p>Status: Superseded, Withdrawn   Published 15/08/1993</p>	<p>📄   🖨️   🔔   🗑️   🛒</p> <p style="color: green; font-weight: bold;">✓ IN YOUR SUBSCRIPTION</p>
<input type="checkbox"/>	<p><b>BS 7676-2:1993, ISO 8579-2:1993</b></p> <p>Acceptance code for gears. Determination of mechanical vibrations of gear units during acceptance testing <a href="#">View details</a></p> <p>Status: Current   Published 15/08/1993</p>	<p>📄   🖨️   🔔   🗑️   🛒</p> <p style="color: green; font-weight: bold;">✓ IN YOUR SUBSCRIPTION</p>

## 2.8 My Favourites Overview











**My Favourites** allows you to store documents that you have found in a search of your subscription, in a common area from multiple searches, to later download in ZIP file batches, rather than one at a time.

You can choose items within the list and download these to your computer as a ZIP file.

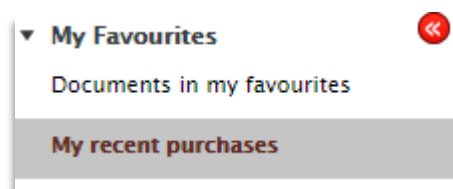
Any documents you add to **My Favourites** will remain there for the rest of your subscription. **My Favourites** can be a useful area to add standards that you frequently access so they are on one collated area. It is available to all users who have download rights.



The screenshot shows the 'My Favourites' interface. At the top, there is a red header with the text 'My Favourites > Documents in my favourites'. Below the header, there are several controls: a 'Select' dropdown menu, a 'Remove selected (0)' link, a 'Download selected (0) to zip file' button with a download icon, and a pagination indicator showing '1 - 25' with navigation arrows. The main content area is a table with a grey header row labeled 'Item'. The table contains five rows, each representing a document. Each row has a checkbox on the left, the document title and description in the middle, and two icons (a download icon and a document icon) on the right.

Item		
<input type="checkbox"/>	<b>BS 0-1:1991</b> A standard for standards. Guide to general principles of standardization	 
<input type="checkbox"/>	<b>BS 0-1:1997</b> A standard for standards. Guide to the context, aims and general principles	 
<input type="checkbox"/>	<b>BS 0-1:2005</b> A standard for standards. Development of standards. Specification	 
<input type="checkbox"/>	<b>BS 2979C:1959</b> 'British' system for transliteration of modern Cyrillic (extracted from BS 2979:1958)	 
<input type="checkbox"/>	<b>BS 6388-1:1991</b> Accelerated ageing of paper and board. Method for dry heat treatment at 105°C	 

In addition, **My Favourites** also holds your recently purchased PDF documents (if you have purchase rights enabled). This is accessible on the left hand menu



The screenshot shows a vertical menu on the left side of the interface. At the top, there is a red circle with a white left-pointing arrow. Below it, the text 'My Favourites' is displayed. Underneath, 'Documents in my favourites' is listed. At the bottom of the menu, 'My recent purchases' is highlighted with a grey background.

## 2.9 Adding and downloading from 'My Favourites'

Browse or search for the documents you are after in the normal manner. (For searching or browsing see sections 2.1 and 2.2). If you wish to add a document from the results page to **My Favourites** then you simply select the blue arrow.

ISO 10033-1:2011 Ed 1

Laminated Veneer Lumber (LVL). Bonding quality. Test methods [View details](#)

Status: Current | Published 15/04/2011



### Downloading from My Favourites

Navigate to the **My Favourites** page. To begin downloading choose the documents to zip by clicking the checkbox next to each document, then press the 'Download selected ( ) to zip file' button.

Item	
<input checked="" type="checkbox"/> <b>BS 0-1:1991</b> A standard for standards. Guide to general principles of standardization	
<input checked="" type="checkbox"/> <b>BS 0-1:1997</b> A standard for standards. Guide to the context, aims and general principles	
<input checked="" type="checkbox"/> <b>BS 0-1:2005</b> A standard for standards. Development of standards. Specification	

You will be prompted to choose 'Download and remove from list' or 'Download and keep in list'.

**Download confirmation**

Download and remove items from list

Download and keep items in list

Each User may download a single copy of any of the Standards in their subscription. Users may not build up an electronic collection exceeding 5% of the number of Standards within their subscription. Downloaded copies must be removed on expiry and non-renewal of the Subscription Agreement.

[Terms & conditions](#)

Cancel Ok

Your documents will be sent to your ZIP file, where you can open or save them. The files are created as ZIP files with an internal catalogue reference. You may wish to rename the files to something which is more relevant to you. To open the zip file double click on the file name. The file will now open in your Adobe Reader.

## Downloading purchased items with My Favourites

Single copy documents you have purchased by credit card or with a deposit account are available to download or re-download for 8 days from the time of purchase and are held in the **My Favourites** tab.

To find these documents open the **My Favourites** page from the top toolbar. Select '*My recent purchases*' on the left hand menu. To begin downloading your recent purchases, choose the document by clicking in the checkbox, then press '*Download selected ( ) to zip file*'.

My Favourites > My purchases			
Select ▼	Download selected (0) to zip file		
	Item	Download status	Size
<input type="checkbox"/>	IEC 60364-7-710:2002 Ed 1 IEC60364-7-710:2002 Electrical installations of buildings. Requirements for special installations or locations – Medical locations	8 days	513.52 Kb

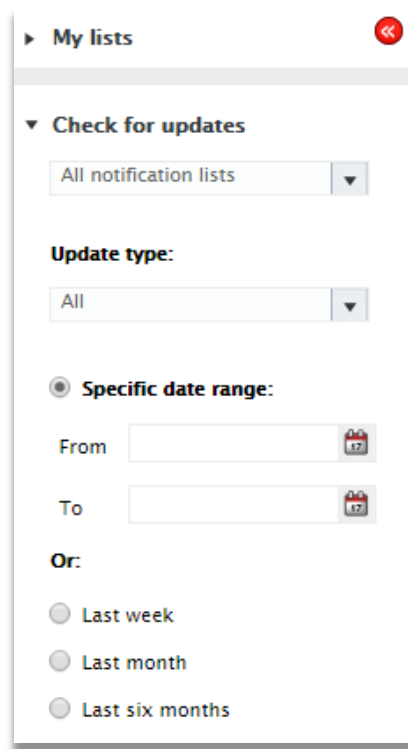
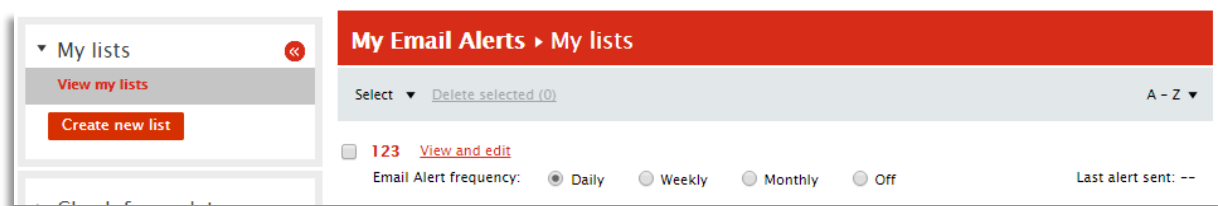
The download status column highlights the time that the document will be available to download before it is removed from this location. Your documents will be sent to your ZIP file where you can open or save them. The files will be created as ZIP files with an internal catalogue reference. You may wish to rename the files to something which is more relevant to you.

## 3 Notifications

### 3.1 My Email Alerts - Overview

**My Email Alerts** is a notification service which can be used to check and monitor the status of standards held in BSOL. **My Email Alerts** sends notifications via email highlighting any and all changes made to standards held in BSOL, even if you aren't subscribed to them.

These can be accessed from the menu at the top of each page on BSI by clicking on the **My Email Alerts** tab. By clicking on this tab you will be able to see a highlighted menu of your current email alerts that have been set up.



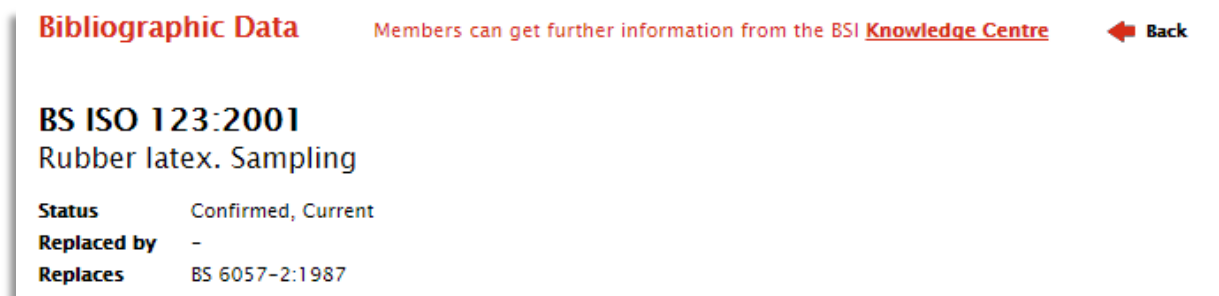
There is no limit to the number of email alerts you wish to create. **My Email Alerts** is available to all users who login to BSOL with an individual username and password. My Email Alerts is a personal service. Currently, you cannot share a list with other users on your subscription.


**My Email Alerts** also allow you to validate documents to check the status of the publications, using the 'Check for updates' function. This is a drop down menu accessible from the left hand menu of the page.

This can be particularly handy if you are due for an audit and you have not checked the status of standards you frequently use for some time, or if you are setting up a list of standards for the first time.

You may also wish to use the **My Email Alerts** list as a favourites area, creating a list of frequently used standards.

Clicking on to any document in **My Email Alerts** will display the bibliographic data page. This in turn contains a download option and a quick view option, saving you the need to search for documents each time you visit BSOL.



**Bibliographic Data**      Members can get further information from the BSI [Knowledge Centre](#)       **Back**

**BS ISO 123:2001**  
Rubber latex. Sampling

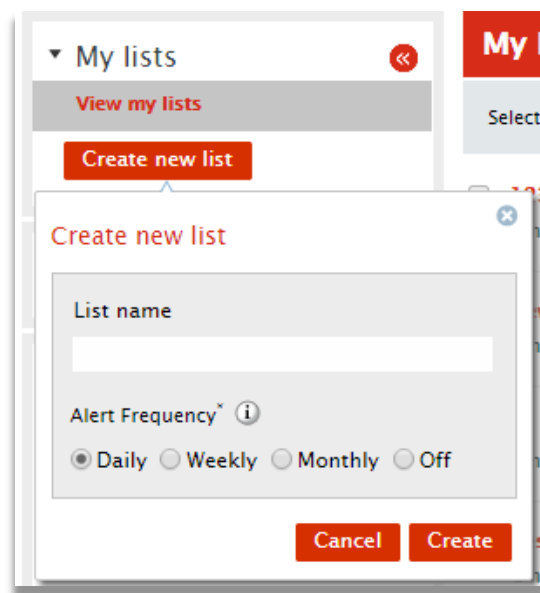
<b>Status</b>	Confirmed, Current
<b>Replaced by</b>	-
<b>Replaces</b>	BS 6057-2:1987



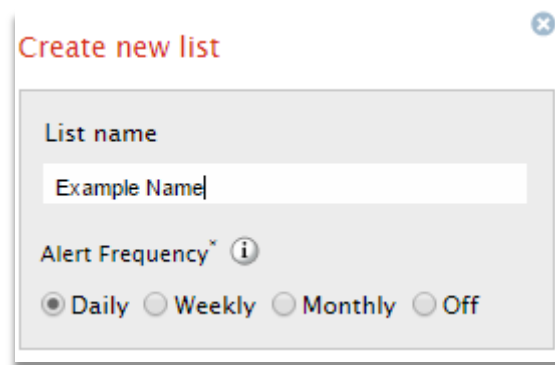
## 3.2 Creating an Email Alerts List

You can create a **My Email Alerts** list from the **My Email Alerts** tab at the top of each page on BSOL.

To get started, you need to create a name for your alerts. (You can have as many lists as you like) On the **My Email Alerts** tab select 'Create new list' from the left hand menu.



Once you press on 'Create new list' you will be prompted to choose a name for your list and set the frequency you would like BSOL to check your list. This can daily, weekly, monthly or you can choose not to receive updates. (As updates occur to your items on the list you will receive an email notification)



Once you press *Create* you will be taken inside the list, where you can view your content and manage the list.

**Add documents to list**

**Modules (BSI, ISO & IEC)** Browse

**ASTM Modules** Browse

**ICS code** Browse

**Standard numbers**

Clear selection Add selection

Set up **this notifications list** to receive email alerts with details of any changes to documents that are important to you. You can add a number of documents to a list from your **search results, bibliographic information** pages or with **"Add documents to list"** above.

If you want email notifications for specific Modules or ICS codes you can use the browse functions on this page to set up notifications for specific Modules / ICS codes (See section 4.3 for more information on ICS codes and Modules). Press the *Add Selection* button to add these modules and ICS codes.

If you are looking for specific documents to be notified on search for the document in the normal way (see section 2.1 and 2.2). On the results page select the Bell symbol next to the standard you want notifications on and select the notifications list you wish to add it too.

**BS ISO 123:2001**  
Rubber latex. Sampling [View details](#)  
Status: Confirmed, Current | Published 15/08/2007

**BS 812-123:1999**  
Testing aggregates. Method for determination of alkali-silica reaction prism method [View details](#)  
Status: Confirmed, Current | Published 15/06/1999

**BS 4F 123:1996**  
Woven nylon narrow fabrics for aerospace purposes [View details](#)  
Status: Confirmed, Current | Published 15/03/1996

**Add to My Email Alerts**

Existing Alerts Select destination lists

Create new Alert

Alert Frequency\* ⓘ

Daily  Weekly  Monthly  Off

Cancel Add

From this drop down menu you can quickly create a new notifications list and select how frequently you wish to be notified of any changes.

### Batch upload function

You also have the option to bulk upload several standards to an email alert list at once. To do this simply put in the standard number and press 'Add Selection'. The formatting will only be accepted if there is a space in between any publishing bodies and the number and year of publishing are combined. See below for an example of correct formatting.

**Example Name** 📄 Rename Delete list

Email Alert frequency:  Daily  Weekly  Monthly  Off Last alert sent: --

**Add documents to list** ▲

**Modules (BSI, ISO & IEC)**  Browse

**ASTM Modules**  Browse

**ICS code**  Browse

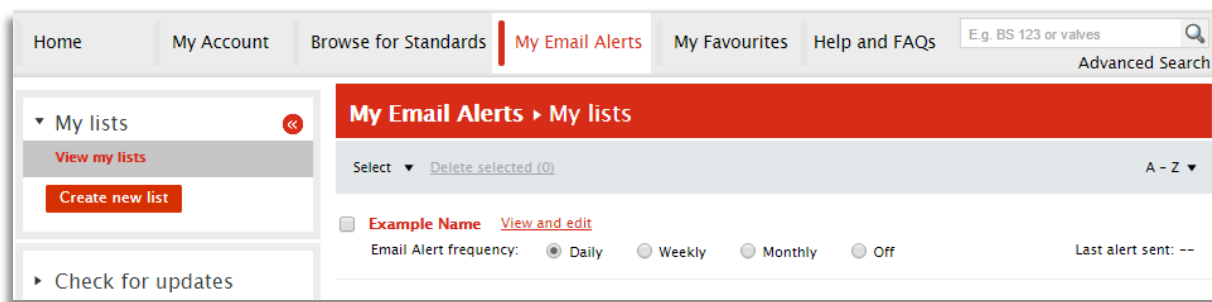
**Standard numbers**

Clear selection Add selection

### 3.3 Renaming a list

To begin with you may only have one notification list on **My Email Alerts**. However, as you use this function more often you may wish to manage your documents differently, allocating documents to different lists for specific purposes. This may require you to rename your original list.

On the **My Email Alerts** tab select '*view and edit*' next to the list you wish to rename.



When you are taken to that specific list you will have a button at the top to '*Rename*' the email alert list.

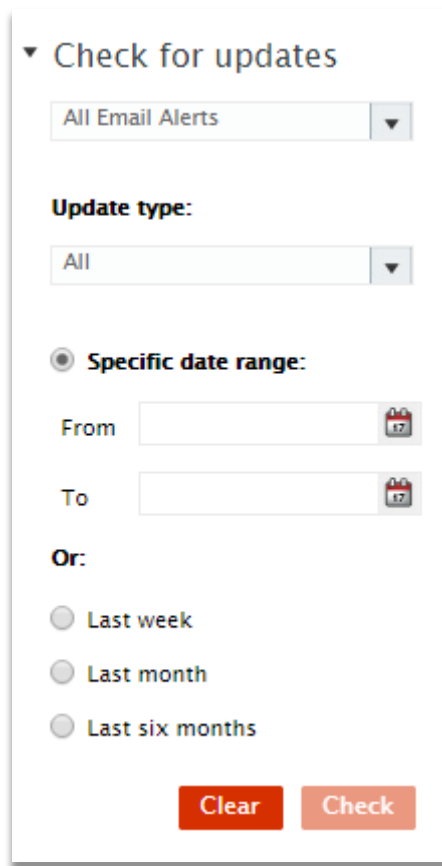


Click on this and enter in the new name of the list. Once finished click the '*Save*' button to confirm the new name.



### 3.4 Manually checking for updates

**My Email Alerts** can be used to validate updates on documents, perhaps prior to an audit or initiation of a project. Once you have a list containing all the documents you wish to check, click on the *'Check for updates'* in the left of the screen to expand the updates section.




▼ Check for updates


All Email Alerts ▼

**Update type:**

All ▼

**Specific date range:**

From  

To  

**Or:**

Last week

Last month

Last six months

Clear Check

Select the drop down box that says *'All notification lists'*. From here you can choose the list that you want to check. You can also select the type of update you want to check for by selecting the *'Update type'* drop down box.


▼ Check for updates


Practice list

Update type:

All

Specific date range:

From  

To  

Or:

Last week

Last month

Last six months


▼ Check for updates


Practice list

Update type:

Amended

Specific date range:

From  

To  

Or:

Last week

Last month

Last six months

From here select a 'From' and 'to' range. Once this is done, press the 'Check' box at the bottom of the menu. If there are no updates, a message will appear advising that there are no updates available. If there are updates, these documents will be listed individually, providing some information on the update type and date of change.

**00/710927 DC**  
 prEN 7000-4. Aerospace series. Non-metallic materials. Rules for the drafting and presentation of material standards. Part 4. Plastic transparencies [View details](#)

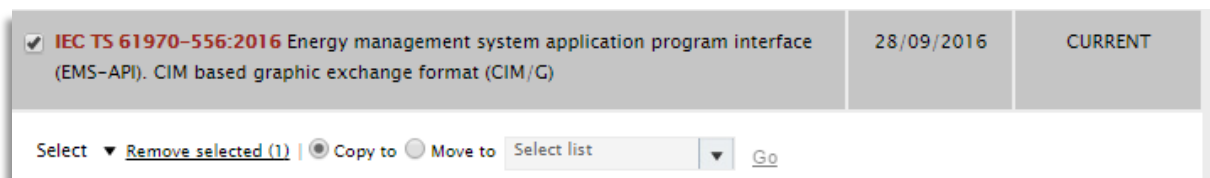
**Status: Draft for public comment, Withdrawn** BSOL date changed 08/04/2013

**New**

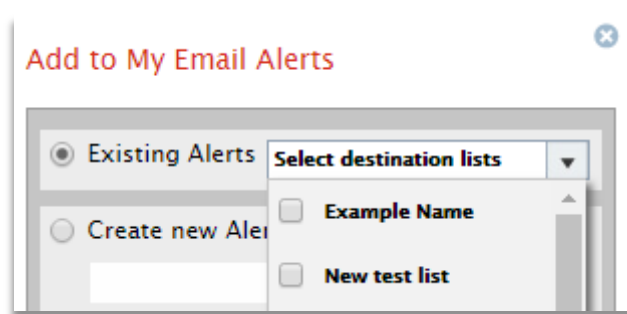
### 3.5 Copy or move documents

Open the **My Email Alerts** tab and open the list that you wish to work with by selecting *'View and edit'* next to the list name.

Select the items you wish to move or copy. At the bottom of your list of documents check the box that either says *'Copy to'* or *'Move to'* depending on what function you are trying to complete. Choose the destination from the drop down menu, then press *'Go'*.



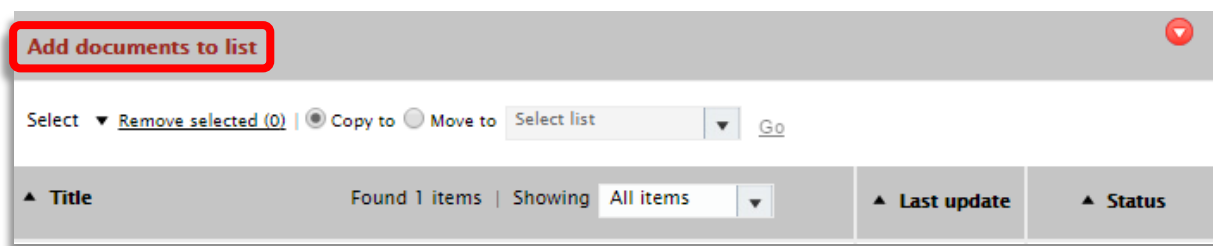
You can also copy a standard to more than one list from within the results page. This is mentioned in 3.2. On the results page, select the notification button and from there you can choose from more than one existing list before pressing Add.



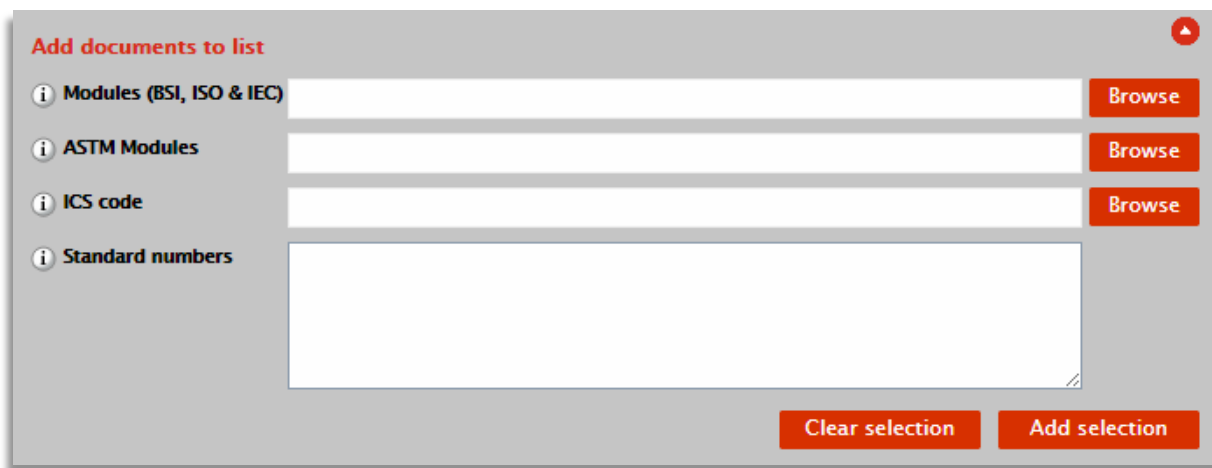
### 3.6 Adding Modules and ICS codes to a list

Adding a module to a list will allow you to track all of its documents without having to add standards one by one.

Navigate to the **My Email Alerts** area (see section 3.1). From there go into the list you wish to use by clicking on 'View and edit' and then click 'Add document to list'.

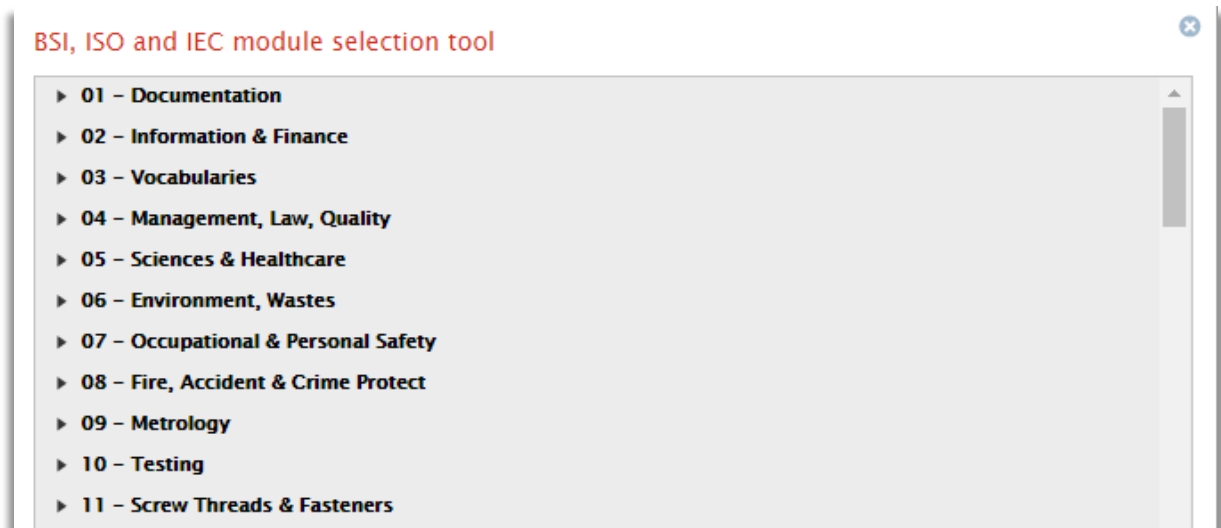


This will expand the add documents fields, allowing you to choose from Modules or ICS Codes.

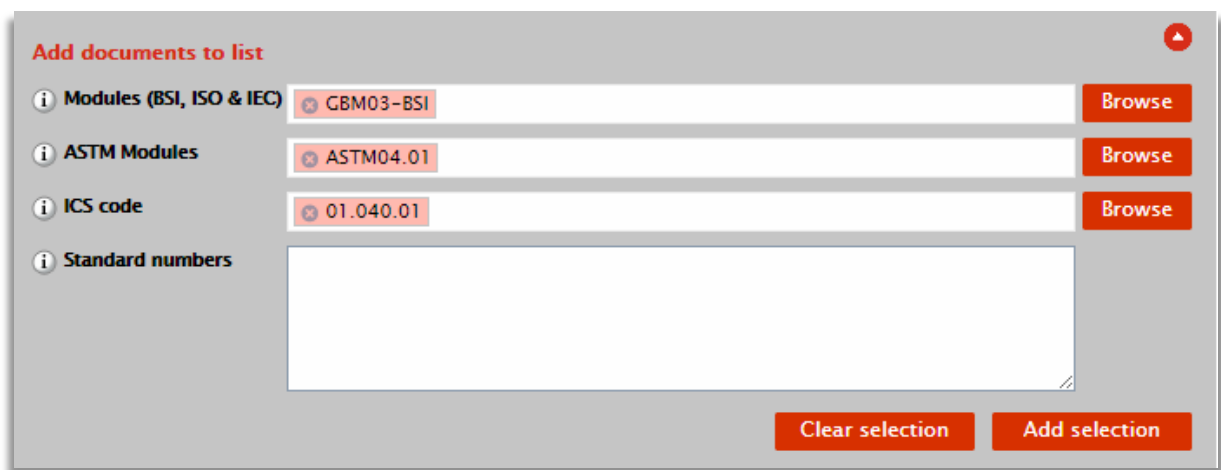


Press within the search field of select the 'Browse' button to open up the Module / ICS code list.





From here select the Modules / ICS codes you wish to add then press 'Select' at the bottom of the window. Once you have finished adding your choices to the module field press 'Add selection' to update the list.



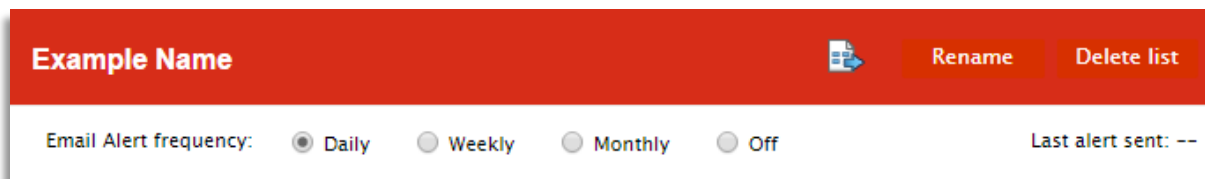
You will get a success message and your Modules / ICS codes will be added to the notifications list, alongside any other existing content. You can also specifically search for ASTM modules as well by using the ASTM module field.

## 3.7 Administering and deleting a list

### Change the frequency of the alert checks

Navigate to the **My Email Alerts** tab and open the list you wish to edit.

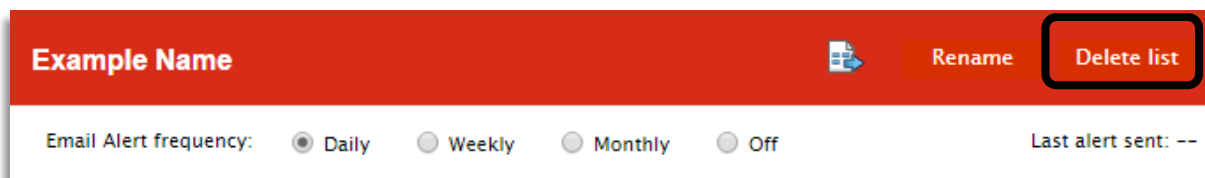
The email frequency buttons are next to the name of the list and can be changed at any time. When you click on a different frequency, it will be automatically updated and a message acknowledging the change will be generated.



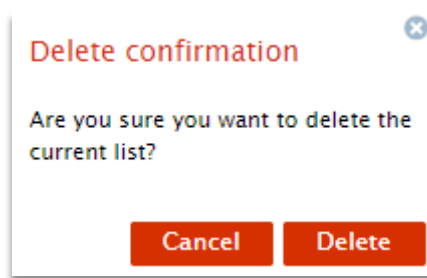
### Deleting a list

Navigate to your **My Email Alerts** list and open the list you wish to edit.

From here click on the '*Delete list*' button.



This will bring up a prompt confirming that you want to permanently delete this list.



Pressing delete will confirm the action and return you to the **My Email Alerts** page.

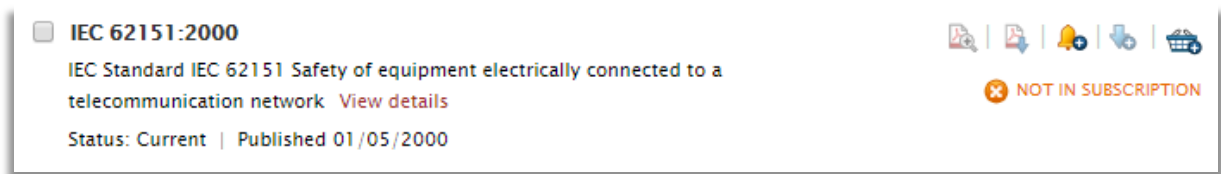
## 4 Accessing Standards

### 4.1 Hardcopy only documents

BSOL is an online only service containing all available PDF versions of British Standards. A small number of documents cannot be produced in PDF for BSOL. Generally, these contain colour samples, colour charts or colour images.

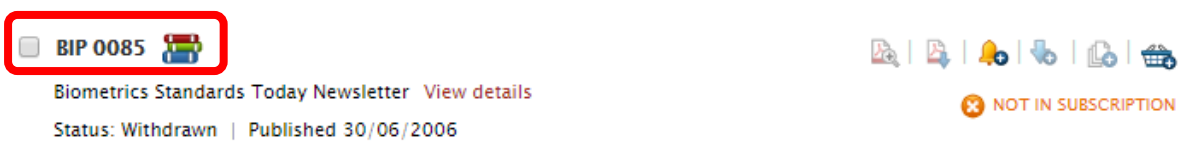
These cannot be included in a BSOL subscription and must be purchased on a one-off basis as required by the customer. These are not supplied free of charge. However, where applicable, BSI members can get these documents at the normal discounted rates.

Something that may potentially highlight that a document may be hardcopy only is that it is marked as “Not in your subscription” when it may appear within your module choice.



To check if a document is hardcopy only, browse for the standard in the normal way, click into the Bibliographic Information area (see section 2.6). There may be a sales note explaining why this is hardcopy only. The notes field will offer further explanation if available.

For Hardcopy only documents, they will also have an image next to them to highlight this whilst browsing for standards. This is shown in the below image



## 4.2 Understanding the access each type of user has

There are 2 types of user: **Individual** and **Institutional**.

On different types of subscription these user types may have slightly different functionality enabled. Functionality may be enabled / disabled by request when setting up a subscription.

### Individual users

This is the main user type for most subscriptions. Purchase rights are not usually enabled unless a specific request is received from the customer or sales agent.

They have access to all functions unless there is a specific request within the subscription (see chart below for further details)

Example – the subscription is split in two, one side with normal access\*, the other side with no *save* or *print* functions. (This example would be particularly relevant to Public Library subscriptions)

\* Normal access relevant to the particular subscription options chose

#### Individual users with deposit enabled:

Have administrative access to view and top up the deposit, which can be used to purchase PDF documents from BSOL (cannot be used to purchase hardcopy items). There should only be 1 or 2 of these users on a subscription, to protect the deposit funds from abuse from the other subscribers.

#### Individual users with custom collection admin rights:

The administrator for a custom collection is the only person who can add standards to the collection. All other users on the subscription can see these standards but cannot add new documents.

Documents can only be removed by the administrator at renewal of the subscription. They must contact technical support to have admin mode switched on.

### Institutional users

Institutional users are generally used on subscriptions where there are shared credentials or automated login methods. Institutional users do not have any individual functions such as purchase rights or My Email Alerts. The following examples are typical uses for Institutions users:

#### IP recognised user

Each PC or Server has a unique internal ID number commonly known as an IP address. Using IP recognition the user is logged in automatically upon landing on the BSOL website.

Commonly used on University subscriptions. IP recognition can also be used on larger company subscriptions where a large volume of users require access. IP recognized users do not have any of the personal functions associated with an individual user. IP recognition and individual login can be used on a subscription under certain circumstances. (For more information on this please contact the Technical Support team)

A lockout function exists to enable individual users to login and access their personal functions. To return to the main IP login, you are required to close all internet browsers.

#### **MLA – Public library user**

Library customer accessing BSOL at a library branch. The customer can view the standards but cannot save email or print the file. Also, the documents may be embedded in the browser rather than on a separate Adobe page.

#### **MLA – Staff user**

Library Staff members can have full access and rights

#### **Blind-login recognized user**

A Blind login is an inter-site link which can be held on an intranet page. This link contains encrypted security. Access is only given if the user clicks on the link. Copying the address into the browser bar will not allow the user access. This is normally only offered to subscriptions with a large number of users (For more information on this please contact the technical support team).

## 4.3 Modules and ICS codes

### What are ICS codes?

**International Classification for Standards (ICS)** is an international classification system for technical standards. It is designed to cover every economic sector and virtually every activity where technical standards may be used.

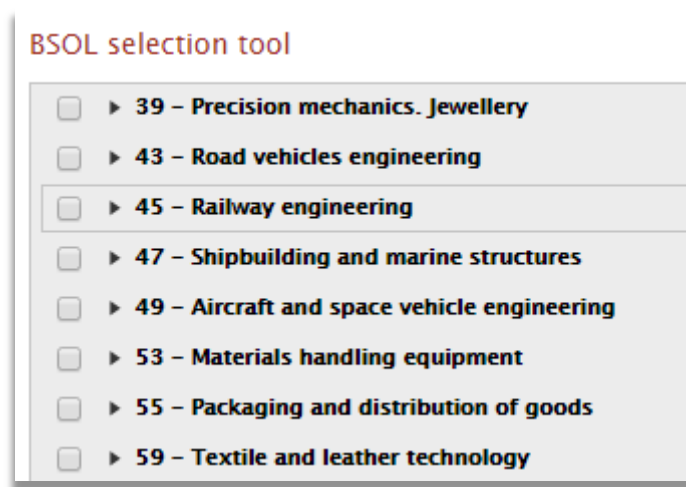
It is based on a decimal classification system which allows you to build a family tree of subjects classification principles.

The ICS system uses a hierarchical classification, which consists of three levels called: **Field** (level 1), **group** (level 2) and **sub-group** (level 3).

Each **field** can be subdivided into **groups**, which can be further divided into **sub-groups**.

Top-level items, which have no additional levels, use a two-digit notation. For example:

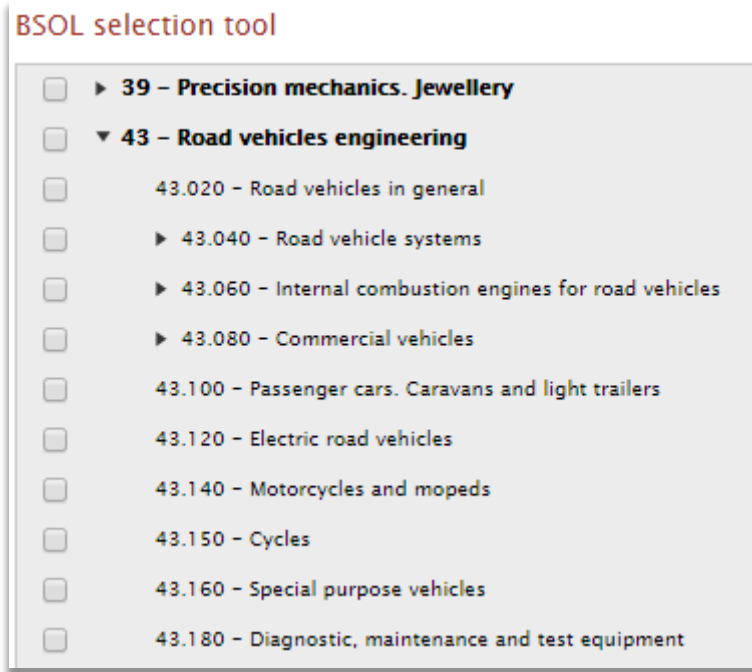
#### 43 Road Vehicle Engineering



The notations for *groups* and *sub-groups* include the parent **field**-level notations.

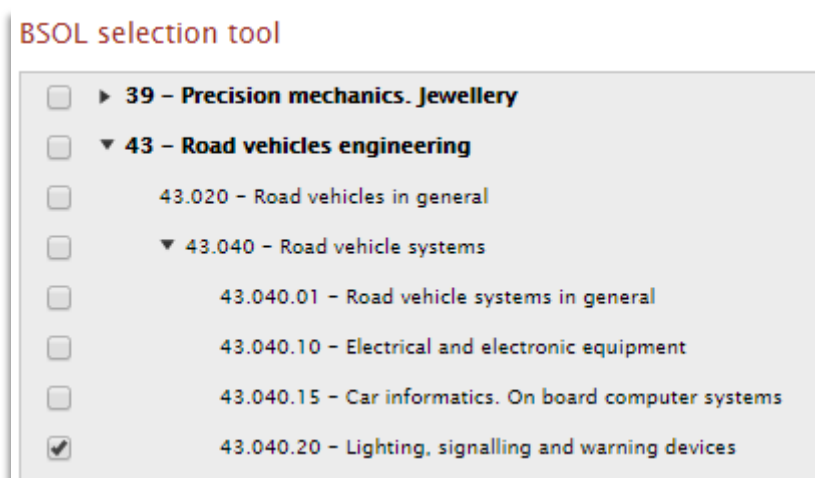
This example below shows **field** 43 (level 1), **group** 020 (level 2).

#### 43.020 Road vehicles in general



The example below shows a notation for **sub-group 20** (Level 3), which belongs to **field 43** (level 1), **group 040** (level 2)

**43.040.20 Lighting, signalling and warning devices**



The international classification for Standards has 99 top-level divisions of which only 40 are presently used. The remaining 59 divisions are reserved for topics that are not yet known. At present the ICS system includes these 40 **fields**.

**01 General. Terminology. Standardization. Documentation**

**03 Services. Company organization, management and quality. Administration. Transport. Sociology**

**07 Natural and applied sciences**

**11 Health Care Technology**

**13 Environment. Health protection. Safety**  
**17 Metrology And Measurement. Physical Phenomena**  
**19 Testing**  
**21 Mechanical Systems And Components For General Use**  
**23 Fluid Systems And Components For General Use**  
**25 Manufacturing Engineering**  
**27 Energy and heat transfer engineering.**  
**29 Electrical Engineering**  
**31 Electronics**  
**33 Telecommunications. Audio And Video Engineering**  
**35 Information Technology**  
**37 Image Technology**  
**39 Precision Mechanics. Jewelry**  
**43 Road Vehicle Engineering**  
**45 Railway Engineering**  
**47 Shipbuilding And Marine Structures**  
**49 Aircraft And Space Vehicle Engineering**  
**53 Materials handling equipment**  
**55 Packaging And Distribution Of Goods**  
**59 Textile And Leather Technology**  
**61 Clothing Industry**  
**65 Agriculture**  
**67 Food Technology**  
**71 Chemical technology**  
**73 Mining And Minerals**  
**75 Petroleum, Natural Gas, And Related Technologies**  
**77 Metallurgy**  
**79 Wood Technology**  
**81 Glass And Ceramics Industries**  
**83 Rubber and plastic industries**  
**85 Paper Technology**  
**87 Paint And Colour Industries**  
**91 Construction materials and building**  
**93 Civil Engineering**  
**95 Military affairs. Military engineering. Weapons**  
**97 Domestic and commercial equipment. Entertainment. Sports**

Each standard is given an ICS code number by the authors of the standard (when the standard is produced), which can be viewing in the bibliographic area of each document.



## Bibliographic Data

Members can get further information from the BSI [Knowledge Centre](#)

 Back

### BS EN 60809:2015

Lamps for road vehicles. Dimensional, electrical and luminous requirements

Status	Current, Work in hand
Replaced by	-
Replaces	BS EN 60809:1996+A5:2012

### ICS Classification

- ▼ 29 - Electrical engineering
  - ▼ 29.140 - Lamps and related equipment
    - 29.140.20 - Incandescent lamps
- ▼ 43 - Road vehicles engineering
  - ▼ 43.040 - Road vehicle systems
    - 43.040.20 - Lighting, signalling and warning devices

## What are modules?

The BSOL Modules are made up of a series of ICS codes which make up the 53 main subject categories.

Subject matter experts at BSI have tried to group the standards to a relevant module. However, standards can appear in several modules if they are relevant to more than one topic area.

If you feel a standard has been misclassified, contact the BSOL technical support team.

### BSI Standards Modules

- GBM01 Documentation
- GBM02 Information & Finance
- GBM03 Vocabularies
- GBM04 Management, Law, Quality
- GBM05 Sciences & Health Care
- GBM06 Environment, Wastes
- GBM07 Occupational & Personal Safety
- GBM08 Fire, Accident & Crime Protection
- GBM09 Metrology
- GBM10 Testing
- GBM11 Screw Threads & Fasteners
- GBM12 Mechanical Systems & Components
- GBM13 Fluid Systems & Components

GBM14 Manufacturing Engineering  
GBM15 Metal Treatment & Welding  
GBM16 Energy & Heat Transfer Engineering  
GBM17 Electrical Engineering In General  
GBM18 Electrical Components  
GBM19 Electrical Accessories, Switchgear & Controlgear  
GBM20 Electric Lamps, Power Generation, Distribution & Storage  
GBM21 Electronic Components & Devices  
GBM22 Electromechanical Components  
GBM23 Telecommunications  
GBM24 Information Technology - Software & Networking  
GBM25 Information Technology - Hardware & Office Machines  
GBM26 Image Technology  
GBM27 Road Vehicle Engineering  
GBM28 Railway Engineering  
GBM29 Shipbuilding & Marine Structures  
GBM30 Aircraft & Aerospace Engineering  
GBM31 Materials For Aerospace Construction  
GBM32 Aerospace Components & Fasteners  
GBM33 Materials Handling Equipment  
GBM34 Packaging & Distribution Of Goods  
GBM35 Textiles, Leather & Clothing  
GBM36 Agriculture & Agricultural Engineering  
GBM37 Food Technology  
GBM38 Chemical Technology  
GBM39 Mining & Petroleum Technologies  
GBM40 Metallurgy  
GBM41 Metal Products  
GBM42 Wood Technology  
GBM43 Glass & Ceramics Industries  
GBM44 Rubber Industry  
GBM45 Plastics Industry  
GBM46 Paper Products & Technology  
GBM47 Paint & Colour Industries  
GBM48 Construction In General  
GBM49 Building Materials & Components  
GBM50 Building Installations & Finishing  
GBM51 Civil Engineering  
GBM52 Domestic Equipment & Appliances  
GBM53 Sports Equipment & Entertainment  
GBM81 Wiring Regulations Collection

## 4.4 Custom Collections

### What is a Custom Collection?

A Custom Collection allows individual standards to be chosen from almost all content with BSOL. The subscription allows the administrator to add standards (at any point through the subscription year) to the custom collection, up to the level of documents chosen.

This type of subscription is particularly useful when you have need of a smaller number of documents, but possibly from a wider range of subjects.

Customers may also combine a custom collection with any selection of modules, to enhance and cover a broader range of standards than the modules alone. Custom collections are available in the following bundles:

CC7	BS Online Custom Collection – Option 7 (up to 10 standards) <i>international only</i>
CC0	BS Online Custom Collection – Option 0 (up to 25 standards)
CC1	BS Online Custom Collection – Option 1 (up to 50 standards)
CC2	BS Online Custom Collection – Option 2 (up to 100 standards)
CC3	BS Online Custom Collection – Option 3 (up to 150 standards)
CC4	BS Online Custom Collection – Option 4 (up to 200 standards)
CC5	BS Online Custom Collection – Option 5 (up to 300 standards)
CC6	BS Online Custom Collection – Option 6 (up to 400 standards)

Customers may not purchase more than one custom collection for use by the same group of users.

The administrator(s) for a custom collection is the only person who can add standards to the collection. However, all other users on the subscription can view and interact with these standards but cannot add new documents to the collection.

Once allocated to a custom collection a standard must remain there for the remainder of the subscription period, at which time an appointed account administrator(s) may edit and remove documents from the collection. Documents can only be removed by the administrator(s) at renewal of the subscription. To do this they must contact Technical Support to have admin mode enabled.

If a document on a custom collection is *amended*, we will automatically replace the document file. However, if a document is *revised* or *superseded* the administrator(s) must choose to add the new document, which would require a space to be used in the custom collection additional to the original document.

## Viewing your custom collection

The custom collection can be found on the **Home** tab on the top menu located on each page of BSOL. Click on the subscription name to open and view the contents of the custom collection.

This will open a page displaying the contents of the custom collection in the main body of the screen.

My modules ▶ BSI Product Management		Use my collection
Item		Quantity
<b>GBM01</b>	Documentation	1149 documents
<b>GBM02</b>	Information & Finance	1412 documents
<b>GBM03</b>	Vocabularies	1780 documents
<b>GBM04</b>	Management, Law, Quality	1921 documents
<b>GBM05</b>	Sciences & Healthcare	3896 documents
<b>GBM06</b>	Environment, Wastes	2236 documents
<b>GBM07</b>	Occupational & Personal Safety	2166 documents
<b>GBM08</b>	Fire, Accident & Crime Protect	2014 documents
<b>GBM09</b>	Metrology	2506 documents

If you want to open any of the documents click on 'Use my collection' at the top of the collection. This will display the documents on the results page, where they can be opened and viewed.



Any document on your custom collection can also be located on the results page by searching or browsing directly for the document.

These will display as 'in your subscription' and have a green tick on the custom collection icon.

## Adding documents to your custom collection

Only an appointed administrator or administrators have the permission rights to add documents to the custom collection.

To do this, search for the document in the normal manner. The document will list as 'Not in subscription'.

If you are the administrator for the subscription you will have an icon for adding documents to a custom collection next to the shopping basket. Clicking this symbol will add the document to the collection; you will then get a message confirming that the document has been added to your custom collection.

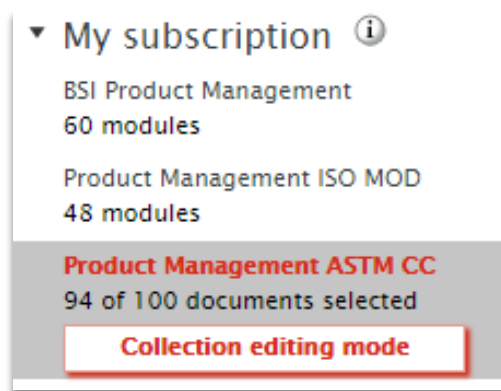


## Removing documents from your Custom Collection

Once documents have been added to the custom collection they must remain there until the subscription renewal point. Only the administrator can have access to remove documents from a custom collection, and then, only at renewal.

At renewal, contact the Technical Support team and request admin access to your custom collection. The Technical Support team will contact you back once this function has been enabled. (While the custom collection is in admin mode the documents will not be available to view by anyone on your subscription)

Log into your subscription. The custom collection area on the left column will display the banner 'Collection editing mode'.



When you select 'Collection editing mode' you will be taken to a list of all of the current documents within that custom collection. From here, you will be given the option to highlight which standards you want to remove.



**This collection is currently in Admin Mode.** This means you can add and remove documents from your collection. However, your users will not be able to view or download any documents in your collection until it has been activated. To activate your collection, please click on the 'Confirm Changes' button above.

Once the collections has been activated:

- Your users will be able to view and download documents.
- You will still be able to add documents to your collection, up to your limit.
- You will no longer be able to remove documents.

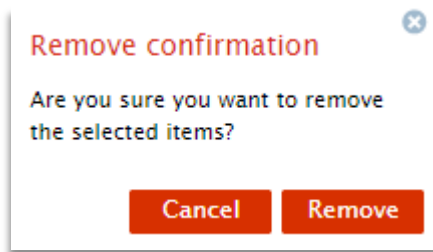
**Currently your collection contains 94 standards out of a possible 100 standards.**

Select ▼ [Remove selected \(0\)](#)

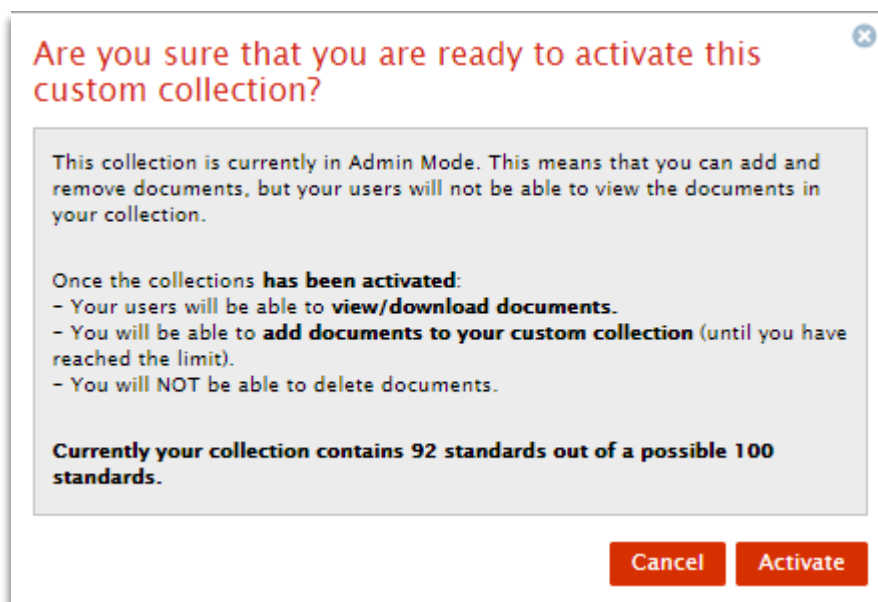
Item	Status
<input type="checkbox"/> <b>ASTM A1054 – 14</b> Standard Specification for Sintered Ceramic Ferrite Permanent Magnets	WITHDRAWN, REVISED Replaced by <b>ASTM A1054 – 16</b>
<input type="checkbox"/> <b>ASTM A363 – 03(2014)</b> Standard Specification for Zinc-Coated (Galvanized) Steel Overhead Ground Wire Strand	CURRENT
<input type="checkbox"/> <b>ASTM A407 – 07(2013)</b> Standard Specification for Steel Wire, Cold-Drawn, for Coiled-Type Springs	CURRENT
<input type="checkbox"/> <b>ASTM A896/A896M – 09(2014)</b> Standard Practice for Conducting Case Studies on Galvanized Structures	CURRENT

As you start to select documents, the 'Remove Selected' option becomes available. When you have selected all of the documents you wish to remove, you can press on 'Remove selected' to take them off your list. You will receive a confirmation box before proceeding.

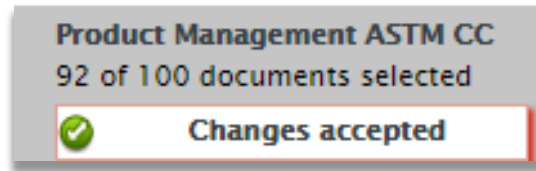
Select ▾ <a href="#">Remove selected (2)</a>	
Item	Status
<input checked="" type="checkbox"/> <b>ASTM A1054 – 14</b> Standard Specification for Sintered Ceramic Ferrite Permanent Magnets	WITHDRAWN, REVISED Replaced by <b>ASTM A1054 – 16</b>
<input checked="" type="checkbox"/> <b>ASTM A363 – 03(2014)</b> Standard Specification for Zinc-Coated (Galvanized) Steel Overhead Ground Wire Strand	CURRENT



Once you are finished removing standards from your custom collection you can press the 'Confirm changes' button at the top of the page. This will bring up one final confirmation box.



After pressing 'Activate' you will receive a message in the left hand menu next to your subscription list to confirm the changes. At this point the admin period will finish and documents can once again be accessed as normal.





## 4.5 Custom Collection Request Feature

### Making a request

Custom collection users are able to send requests to their account admins for documents that they want added to their collection. This can be actioned from the bibliographic page. This only applies to documents applicable to your Custom Collection type i.e. you can only request an ASTM document if your company has an ASTM Custom Collection subscription.

**Bibliographic Data** Members can get further information from the BSI [Knowledge Centre](#) [← Back](#)

**BS EN ISO 9001:2015**  
Quality management systems. Requirements

Status Current  
Replaced by -  
Replaces BS EN ISO 9001:2008

**Want to have this document added to your custom collection?**

[Send a request to your account admin](#)

ICS Classification [▼](#)

Cross references [▼](#)

Document related information [▼](#)

**Bibliographic Data** Members can get further information from the BSI [Knowledge Centre](#) [← Back](#)

**BS EN ISO 9001:2015**  
Quality management systems. Requirements

Status Current  
Replaced by -  
Replaces BS EN ISO 9001:2008

**Want to have this document added to your custom collection?**

[A request is already sent](#)

**A request has been sent**

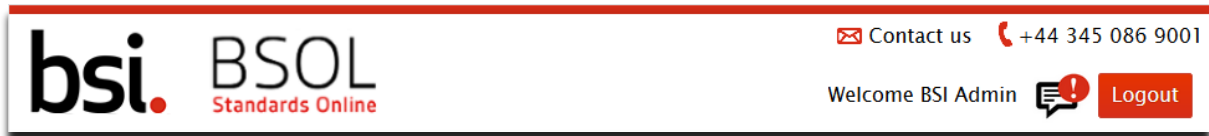
ICS Classification [▼](#)

Cross references [▼](#)

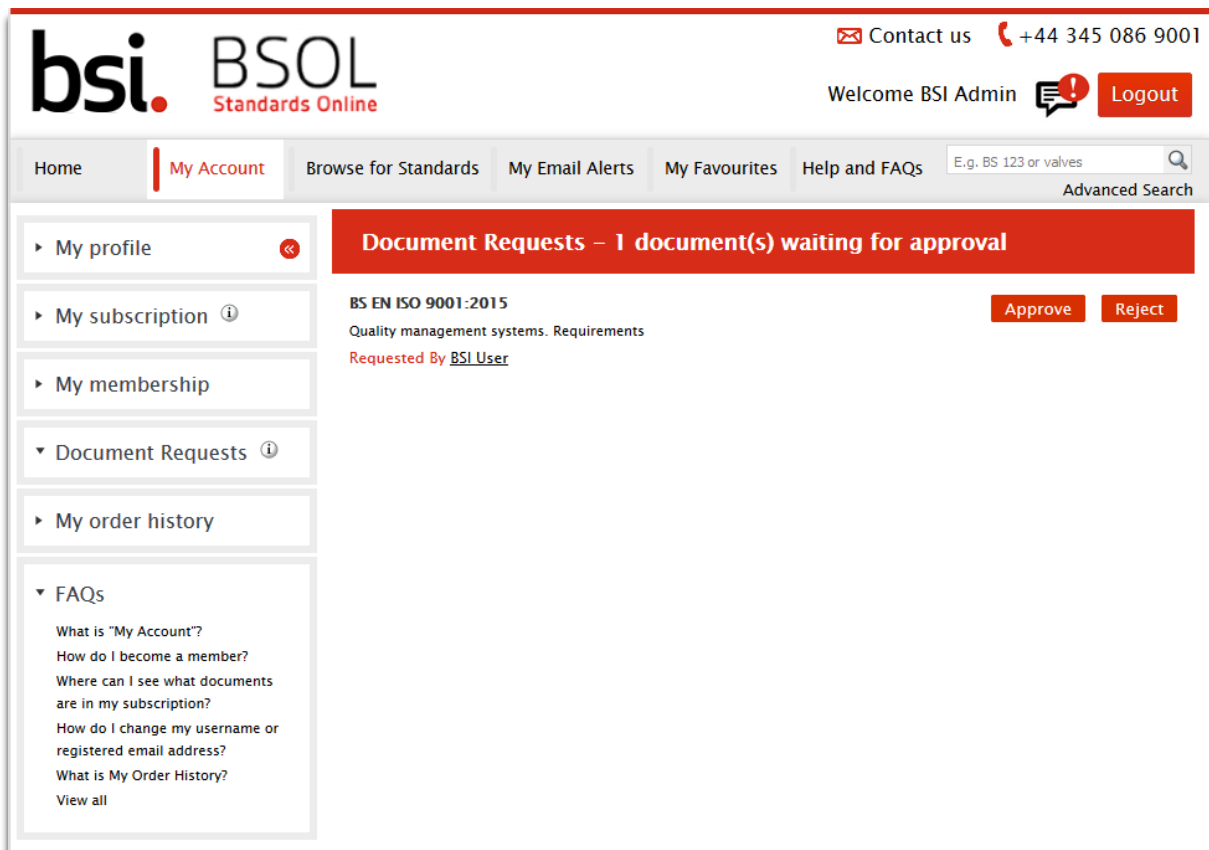
Document related information [▼](#)

### How to respond to a request

If you are an admin for a Custom Collection, you will see a notification when you log into BSOL alerting you that there are pending requests that need your attention.



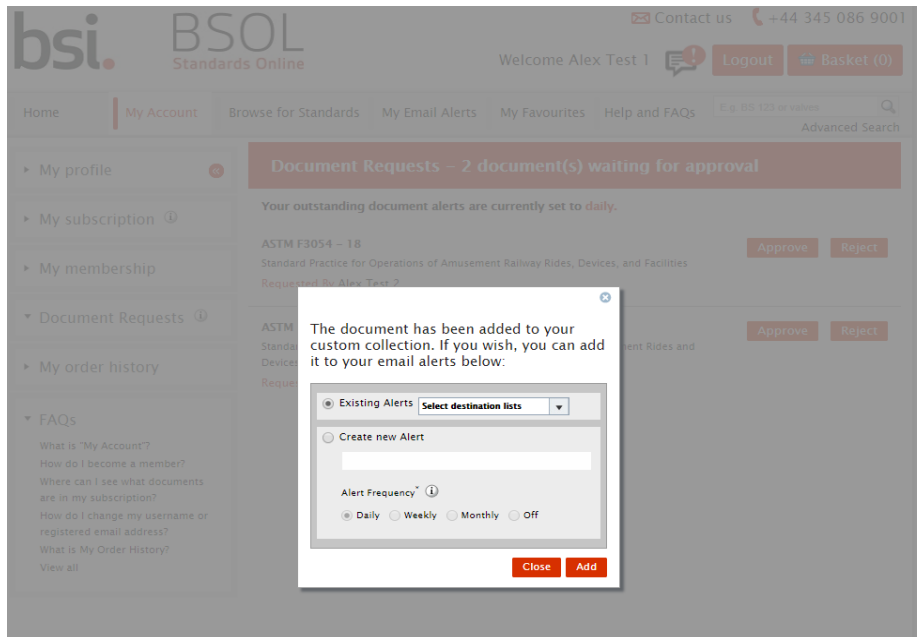
If you click on the alert it will allow you to navigate to a page with all of the pending requests. Alternatively, you can navigate to this page by going to **My Account** and selecting **Document Requests** from the left hand menu.



On the document requests page you can see details of the standards as well as the details of the person who requested it. You can additionally click on the name of the person to see their email address.

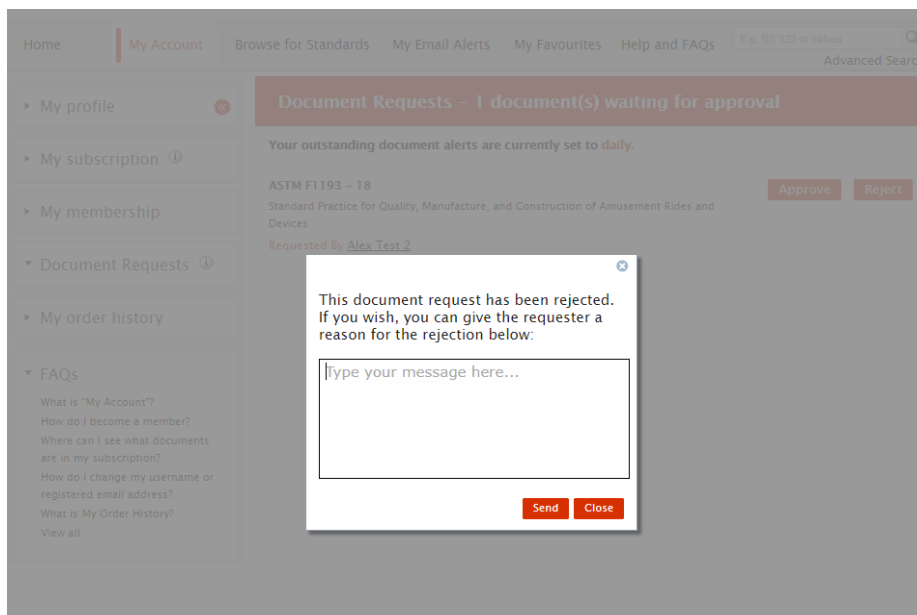
Once on this document request page you can approve or reject requests. Approving a request will automatically add the document to your custom collection and give you the

option to add it to an existing email alert or create a new one:



If you do not wish to add the document to an email alert, you can close the message box.

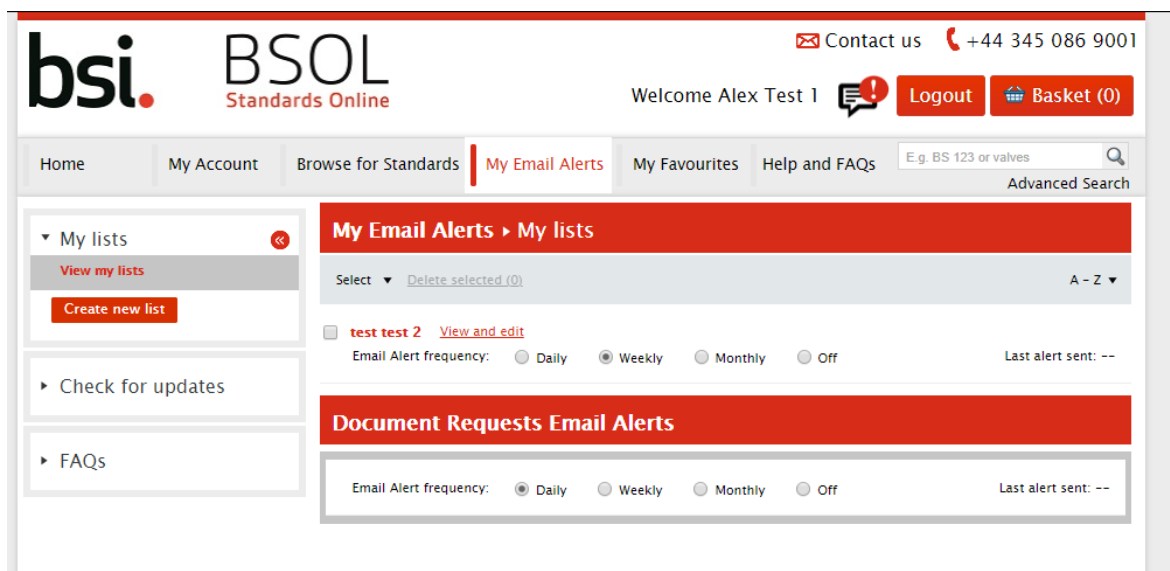
Rejecting the request will remove the pending action and alert the requestor that their request has been rejected. You are also provided the option to give a reason for rejection:



If you provide a reason, this will appear in the email that the requestor receives.

## Document Request Email Alerts

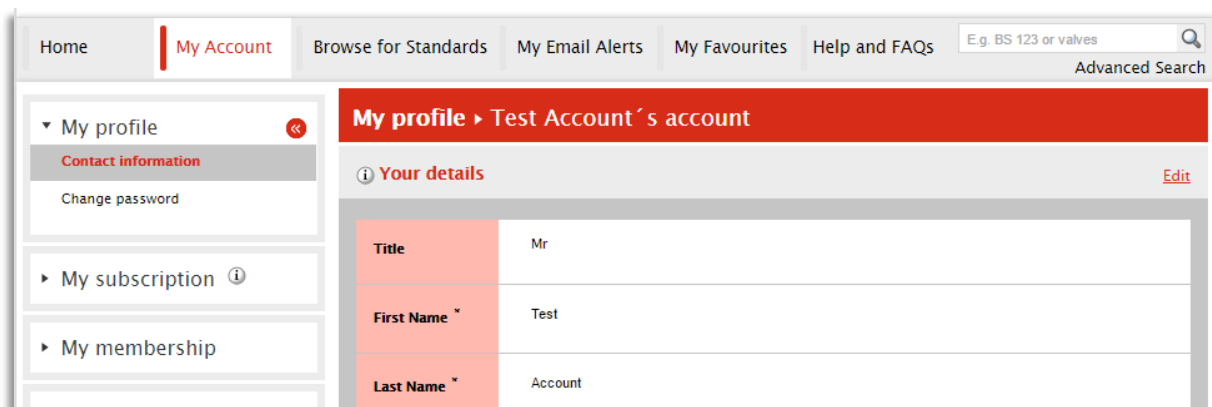
The designated Custom Collection administrators for your account will receive email reminders about outstanding requests every day. This can be changed or turned off in the 'My Email Alerts' section of your account:



Please note that this setting will apply to all Custom Collections that you own and their associated requests.

## 5 Account details

### 5.1 My Account



The **My Account** tab is accessed on the main menu bar at the top of each page on BSOL. This tab contains all of your personal and subscription information.

The following information can be accessed here

- You can edit your contact information or change your password
- View your subscription options
- Information on BSI membership benefits\*
- Access your deposit account\*
- View your order history\*

*\* If applicable to your profile*

## Changing your Password

To change your password open the **My Account** tab on BSOL, then click on “Change Password” in the left hand menu.

You will be prompted to enter your existing password, then chose a new password in the 2<sup>nd</sup> line and confirm it again in the 3<sup>rd</sup>. Once completed press the “Save” button to confirm and update the record.

## My Subscription

**My subscription**

**BSI Standards**  
BSI Standards, Chiswick, W4 4AL

---

**My modules**

- BSI Product Management** | 60 modules
- Product Management ISO MOD** | 48 modules
- Product Management IEC MOD** | 3 modules

---

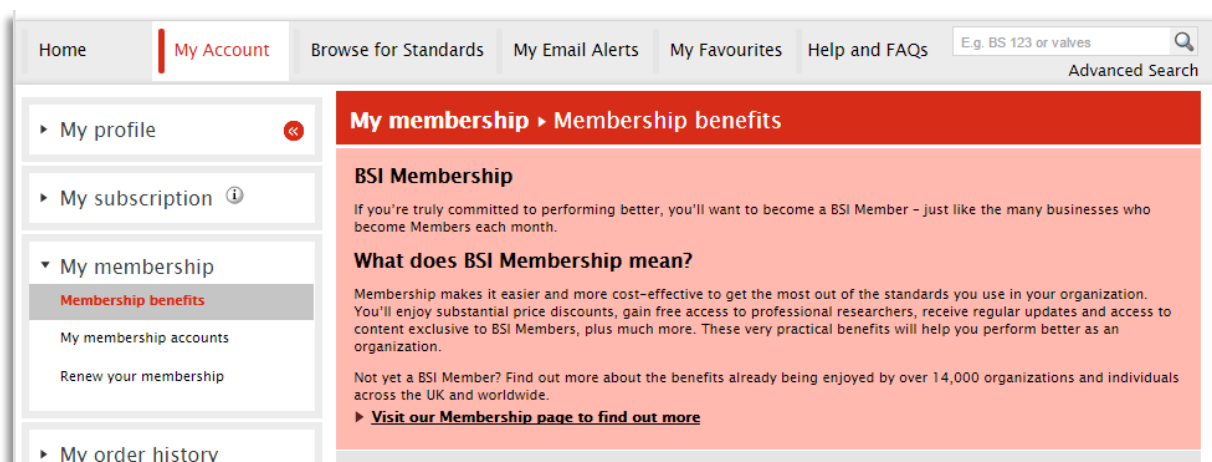
**My custom collections**

- Product Management ASTM CC** | 95 documents.
- Product Management IEC CC** | 9 documents.

Choosing “My Subscription” from the left hand column will display your subscription options in the main area of the screen.

Clicking on each of the subscriptions names will display the subscription documents.

## 5.2 Membership



The screenshot shows the 'My Account' tab selected in the top navigation bar. Below it, a sidebar menu lists 'My profile', 'My subscription', 'My membership', and 'My order history'. The 'My membership' section is expanded, showing 'Membership benefits' as the active sub-section. The main content area features a red header for 'My membership > Membership benefits'. Below this, the text reads: 'BSI Membership. If you're truly committed to performing better, you'll want to become a BSI Member - just like the many businesses who become Members each month. What does BSI Membership mean? Membership makes it easier and more cost-effective to get the most out of the standards you use in your organization. You'll enjoy substantial price discounts, gain free access to professional researchers, receive regular updates and access to content exclusive to BSI Members, plus much more. These very practical benefits will help you perform better as an organization. Not yet a BSI Member? Find out more about the benefits already being enjoyed by over 14,000 organizations and individuals across the UK and worldwide. > Visit our Membership page to find out more'.

BSI members are able to gain exclusive access to update standards and business standards magazines online, view and update their PLUS list, register for the member directory and renew their membership subscription. It is important to note that users of BSOL do not automatically gain membership, membership is a standalone service purchased separately.

The members area can be found within the **My Account** tab.

If you are not a member and would like to find out more, click on the link '*visit our membership page to find out more*' within the main body of text. This will open a new tab within our **BSI Shop** members page.



The screenshot shows the BSI website's main page. The top navigation bar includes 'Home', 'Standards', 'Membership', 'Conferences', 'Training', 'Books & CDs', 'Online Tools', 'PAS', 'Affiliates', 'Distributors', and 'Licensing'. A search bar is located below the navigation bar. The main content area features a large promotional banner for 'Save 50% on standards' with the text 'Free help from information experts. Become a Member today'. Below the banner, there are two columns of text: 'BSI Membership means you care about performing better' and 'Get a quote and join today'. On the right side, there is a 'Your basket' section showing 'Your basket is empty' and a 'Go to basket' button. Below that, there is an 'Up to date?' section with the text 'Get a standards healthcheck' and a 'Read more >' button.

If you are already a BSI subscribing member you will have access to the following services listed on the members section.

## BSI Knowledge Centre

BSI Members have exclusive access to a team of professional researchers who will respond rapidly and efficiently when you get in touch – usually within less than a day. They can help you do all this and more:

- Find out if a standard exists for a particular topic or area of work
- Discover if a standard exists elsewhere in the world
- Know what a standard includes
- Identify changes to standards so you know what the changes mean for you
- View a standard before you buy it in our Members' Reading Room

▶ [Find out how to make the most of the Knowledge Centre and read customer case studies](#)

## Private List Updating Service (PLUS)

PLUS is a service for Members only and offers a tailor-made service ensuring that you always have the most up-to-date documents whenever they're revised or replaced.

▶ [Find out more about PLUS](#)

▶ [View your PLUS list](#)

## Update Standards magazine

Members receive a printed copy of Update Standards magazine. Every month it lists the details of every updated standard including standards under review, new work started, drafts available for comment as well as new documents from CEN and CENELEC. Members can also download a copy in PDF as well as archived copies from the last few years.

▶ [Download the current edition and visit the Update Standards archive](#)

## Member Directory

Members are able to look at the Member Directory and search for other Members. You can search by area or by industry sector. Once you've found a Member you can get in touch using their contact details in the directory.

▶ [View the Member Directory](#)

▶ [Register for Member Directory](#)

## Your PLUS list

The PLUS service is a hardcopy only document monitoring and delivery service and is exclusive to BSI subscribing members. Clicking on 'View your PLUS list' within the main body of the Membership page will take you to the access page within our main group website.

## View PLUS List

To view the PLUS Holdings List for your organization please enter the 8 digit Contract Number and Delivery Account Number (Holdings List number) for the list. These numbers appear at the top of the printed version of your Holdings List issued when you first subscribed to the service.

Contract Number:  8 digit number without leading zeros

Account Number (ship-to):  8 digit number without leading zeros

For more information on the PLUS service please click the 'find out more about PLUS' link within the main body of text.

## BSI Knowledge Centre

The BSI Knowledge Centre is run by a team of information professionals who provide authoritative information about standards. They also maintain a wide range of foreign standards and are also responsible for maintaining and providing historical British Standards. Clicking on their link within the member's page will take you to the Knowledge Centre page within BSI shop.

### How to make the most of the Knowledge Centre

Using international standards databases, our Knowledge Centre professionals can carry out in-depth searches, not just from our own British Standards collection, but also from collections around the world including over 200 standards organizations in 23 countries.

The Knowledge Centre can help you use standards more effectively in a number of key ways. Here are some of the most important.

#### Contact us

Get help from the Knowledge Centre.

Call: +44 20 8996 7004

Opening hours: 09.00-17.00  
Monday to Friday

> Email us:  
[knowledgecentre@bsigroup.co](mailto:knowledgecentre@bsigroup.co)

## Update Standards

Update Standards provides a monthly E publication highlighting all the changes to new releases and stand projects within the British Standards remit. This can be accessed by clicking on 'Download the current edition and visit the Update Standards Archive' within the main body of text.

### Update Standards

Every month, the details of every updated standard is listed in Update Standards, including standards under review, new work started, drafts available for comment and published standards.

A printed copy of Update Standards is included as part of BSI Membership. If you no longer require the hardcopy please [complete our form](#).

- [Download the latest edition of Update Standards \(August 2016\)](#)

[You will need Adobe Reader to open this file.](#)

#### Update Standards archive

To download past editions select the appropriate Update Standards archive:

- [2016 archive](#)
- [2015 archive](#)
- [2014 archive](#)

Welcome Test Account

[Logout](#)

#### Contact us

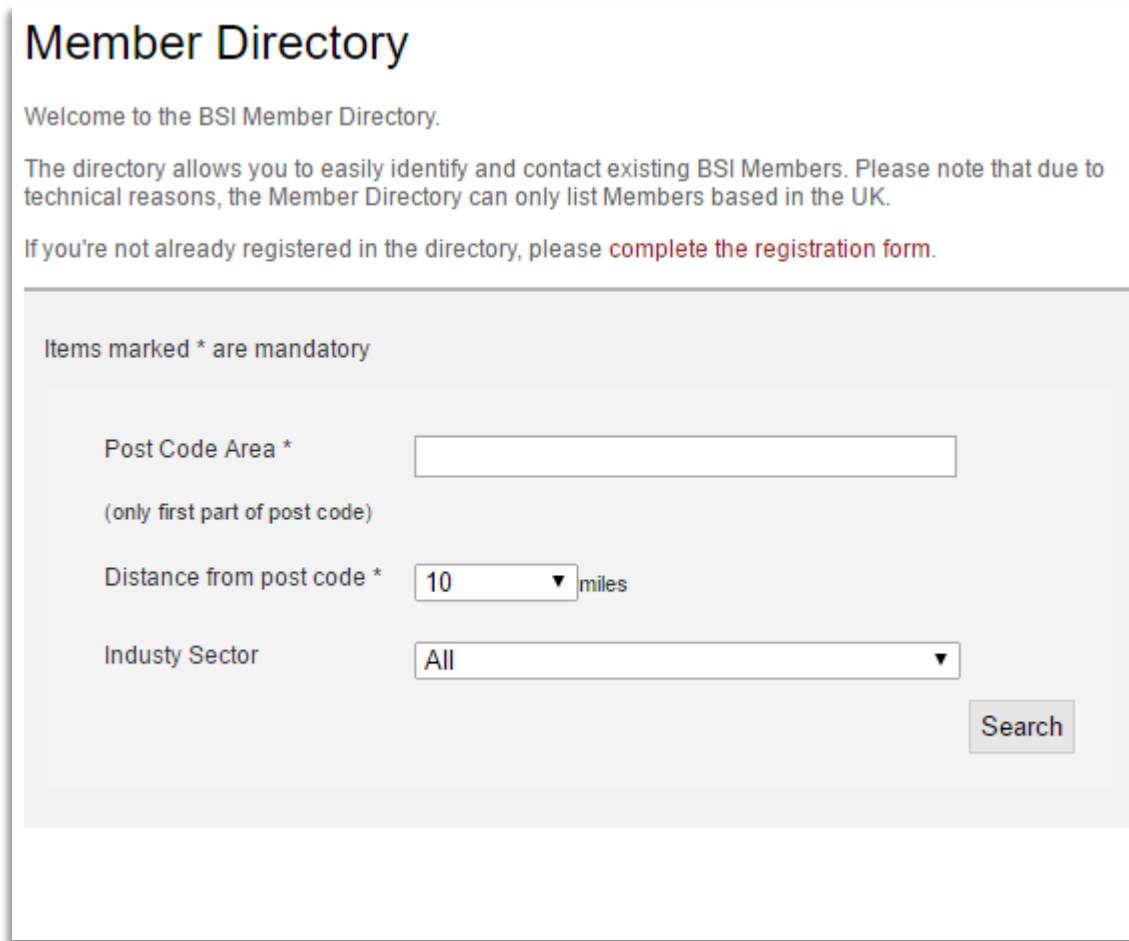
Feel free to contact us on +44 345 086 9001 with any queries or to become a member

- > [Customer Services](#)
- > [Contact us online](#)



## Register for BSI Member Directory

The BSI Member Directory allows you the opportunity to gain and make valuable B2B leads. Clicking the link takes you to the member directory page in **BSI Shop**. Here you will need to complete a registration form if you are not already registered.



**Member Directory**

Welcome to the BSI Member Directory.

The directory allows you to easily identify and contact existing BSI Members. Please note that due to technical reasons, the Member Directory can only list Members based in the UK.

If you're not already registered in the directory, please [complete the registration form](#).

Items marked \* are mandatory

Post Code Area \*

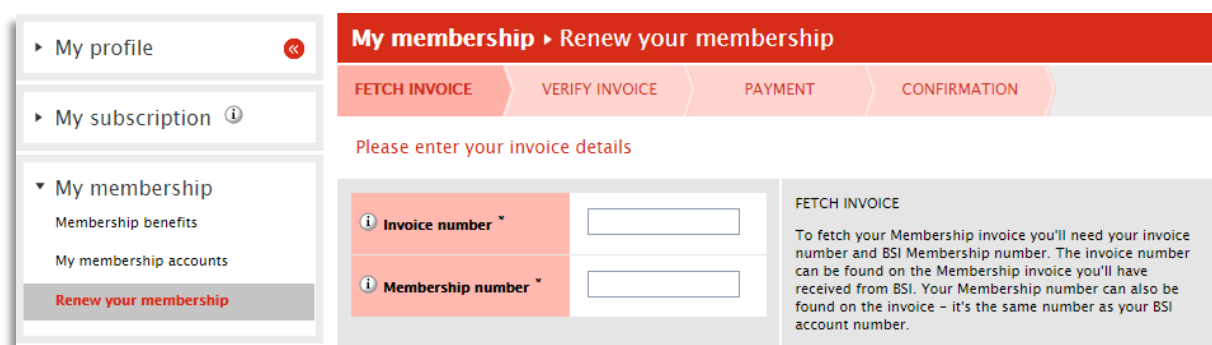
(only first part of post code)

Distance from post code \*  miles

Industry Sector

## Renewing your membership online

If you are the main membership contact, your registered profile (containing the valid membership number) will be recognised as the payer for your annual membership invoice. Select 'Renew your membership' from the left hand column.



**My membership ▸ Renew your membership**

FETCH INVOICE    VERIFY INVOICE    PAYMENT    CONFIRMATION

Please enter your invoice details

<b>Invoice number *</b>	<input type="text"/>
<b>Membership number *</b>	<input type="text"/>

**FETCH INVOICE**

To fetch your Membership invoice you'll need your invoice number and BSI Membership number. The invoice number can be found on the Membership invoice you'll have received from BSI. Your Membership number can also be found on the invoice – it's the same number as your BSI account number.

From here you will be taken to a 4 step payment process. Enter your invoice number and membership number into the boxes on screen and press on the continue button at the bottom of the page when you have done this. The remainder of the payment process will be the same as section 5.2

## 6 Glossary

### 6.1 Content types

#### **ASTM**

The American Society for Testing Materials (ASTM) is one of the world's largest standards developing organizations and a globally recognized leader in the development and delivery of international voluntary consensus standards.

Key industries and markets include: aerospace, defence and space, energy, engineering and manufacturing, construction, government, laboratories, academia and research.

In BSOL ASTM documents can be access via publisher-specific Customer Collections and ASTM volumes, which are published as 'ASTM modules' on BSOL. If you would like to expand your BSOL subscription to include ASTM documents, please contact your BSI account manager.

#### **Pure ISO**

The International Standards Organisation (ISO) is responsible for developing and publishing international standards. ISO has members from over 160 national standards, including the UK and BSI. You can tell if a document has been adopted by ISO by the title of a standard (see section 1.6)

Pure ISO documents are available within publisher-specific subscriptions. If you would like to expand your BSOL subscription to include non-adopted ISO documents, please contact your BSI account manager.

#### **EN adoptions**

Adopted standards are standards which did not originate from BSI, but which BSI has published for implementation in the UK. These are given the 'BS' prefix. By law, BSI is required to adopt and implement all European standards. These are designated by the 'BS EN' prefix.

Non-adopted standards are standards which BSI has chosen not to publish for use in the UK. One of the most common reasons for not adopting an international standard is if it clashes with a European standard, or if there is a pre-existing British standard which is necessary for UK practice.

In BSOL, all adopted standards sit under BSI modules and Custom Collections. Non-adopted standards are available through publisher-specific subscriptions. If you would like to expand your BSOL subscription to include non-adopted documents, please contact your BSI account manager.