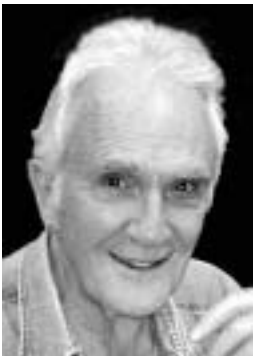


ANZSI NEWSLETTER

Volume 4, number 7, August 2008

From the President



We record the passing of a notable member, Jean Hagger. Jean was a member of the committee of AusSI from 1976 to 1986, secretary, 1979-80, vice president, 1982-83 and president, 1984-86. She represented the Society at conferences of the Society of Indexers (UK) in 1978, 1983 and 1985. During her presidency in 1985 she inaugurated the Society's Medal

and during 1996 she and Joyce Gillespie, another life member, organised the deposit of the Society's archives in the State Library of Victoria. Her service to the Society was recognised in 1998 by the award of Honorary Life membership.

She retained her interest in the profession to the end of her long life. Recently I visited her to receive some more records which are destined for the archives. Michael Ramsden, her colleague at RMIT, has written the account of Jean's life which appears below.

John E. Simkin

Jean Hagger (11 October 1917 – 16 July 2008)

Jean Hagger, who died on 16 July, was one of the foundation members of the Australian and New Zealand Society of Indexers (then the Australian Society of Indexers) and was a life member of the Society. She was a remarkable woman who pursued four careers with vigour and total professionalism.

Jean was born on 11 October 1917. She was educated at West Preston Primary School and Coburg High School before winning a scholarship to Melbourne Girls High School (later MacRobertson High). She attended Melbourne Teachers College and was awarded the Trained Primary Teachers Certificate in 1937. Her first position was in the country but by 1943 she was teaching third grade at East Coburg Primary School. The headmaster at that time was interested in starting a school library and sought volunteers. Jean expressed interest and her offer was accepted. So began Jean's second career as a librarian.

Typically she approached her new career professionally. She discovered that the Australian Institute of Librarians (now ALIA) offered examinations and certification, though no courses. She therefore began to study for these examinations and received encouragement from a number of people, most notably Colin McCallum (the State Librarian) and Ellinor Archer (Chief Librarian at CSIRO). In 1946 she decided that she would pursue a career in Librarianship and resigned from the Education Department in order to attend the University of Melbourne where she gained her BA while also working in the university library and completing her basic professional qualification.

In 1952 Jean worked in the library of the United States Information Service. Thelma Posso was the librarian and became both a mentor, imbuing Jean with the notion of

librarianship as service, and a friend. This experience inspired Jean to seek experience in the United States. She was fortunate to go to the Carnegie Library in Pittsburgh which was not only an exemplar of public library service but was also adjacent to the University of Pittsburgh which had one of the leading schools of librarianship in the US. Whilst in Pittsburgh Jean was able to attend some of the classes at the library school.

Following that experience Jean returned to the University of Melbourne. Very soon, she was doing part-time teaching at the library training school attached to the State Library of Victoria. In 1960-61 Jean was awarded a Fulbright Scholarship to attend the School of Librarianship at the

(continued on page 3)

WHAT'S INSIDE

Newsletter, Web manager and Registration details	2
Queensland Branch News	2
Branch activities	3
From the literature and other thoughts	4
Letter to the editor	5
ACT Region Branch thesaurus development w'shop	5
Membership renewal reminder	5
New Zealand indexing course	5
ACT/NSW Branches 'Evaluating indexes' forum	6
ANZSI Newsletter by email	6
Tips and hints – names in family histories	7
ANZSI and Branch Committee contacts	8

Deadline for the next issue: 2 September

Newsletter, Webmanager and Registration contacts

Editor: Peter Judge

<peter.judge@bigpond.com>

Web Manager: Mary Russell

<russellmf025@ozemail.com.au>

Website: <www.anzsi.org>

ISSN 1832-3855

This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

2 September for the September 2008 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$70 per year from 1 Jul 2008.

Institutional membership \$95.

Subscriptions to the Newsletter A\$55 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>.

ANZSI Corresponding Member

Glenda Browne <world@theindexer.org>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

Ph +61 2 6248 8297

<shirley.campbell4@bigpond.com> or

<www.anzsi.org/registration.asp>

Indexers Available

<www.anzsi.org/site/Indexers_available.asp>

Queensland Branch News The Mei Yen Chua indexing experience

The Queensland Branch was treated to a talk by author, poet, indexer and founding member of the Queensland Branch, *Mei Yen Chua* at the second general meeting on 16 July, held in the Salisbury Hotel meeting room.

Mei Yen has enjoyed some publicity of late through her involvement as a chapter author in the anthology *Growing Up Asian in Australia*. Her involvement began when she responded to an advertisement in the *Arts Hub* newsletter, calling for writers of Asian background. *Growing up Asian in Australia* was recently launched at the Sydney Writer's Festival which Mei Yen attended. A particular highlight of the launch for Mei Yen was meeting her heroine Kylie Kwong. The book has also featured in Melbourne's *The Age* newspaper and been discussed on ABC Radio.



Jacinda and Mei Yen

Mei Yen Chua, however, is now an avid indexer, who has completed 14 indexes in the past 8 months? What a marvellous effort!

At the branch meeting in Brisbane, Mei Yen discussed several indexing projects she has undertaken. She recommended that fledgling indexers visit a library and study indexes from a range of book genres, to gain insight into what makes a good and bad index. She also suggested that being able to speed read is an extremely valuable asset for an indexer.

The President Moira Brown had asked Mei Yen to bring some examples of her own indexing to show the meeting. With four books to study as examples (most of which had more than 300 pages), attendees could identify the good and bad points. Bad points included using chapter headings as index entries, giving too much or too little information. It was generally agreed that Mei Yen's indexing was of a very high calibre.

In her enthusiastic manner, Mei Yen also related details of her current project,

as author and indexer of Brisbane's first 'cheap eats' guide. The guide (to be available this October and retailing for under \$15), will review restaurants, cafes etc. where it is possible to enjoy a meal (main and entrée) for under \$20. Multicultural eateries, top coffee spots and restaurants serving good value breakfasts will also feature in the guide.

Mei Yen, who trained using Glenda Browne and Max McMaster's indexing courses, now uses Sky indexing software.

Our Branch looks forward to hearing about her future indexing and writing projects.

The Queensland branch meetings are informal gatherings and we were once again joined by two industry friends, author/librarian Graham Potts and freelance editor and writer Wendy Sargeant. Wendy has

kindly agreed to speak at a Branch meeting in 2009.

Our next branch meeting is to be held on Wednesday 20 August at 7.00 pm in the Brisbane City Council Toowong Library meeting room, at Toowong Village Shopping Centre, 9 Sherwood Road, Toowong, Brisbane. Entry to the Branch meeting is free and parking is free in the shopping complex. Supper will be provided for a \$2 tax deductible donation. Our guest speaker will be Franz Pinz, treasurer and founding member of the Queensland Branch, presenting the Franz Pinz 'Document Control Exordium'.

Come and network with fellow Indexers. We have our own Branch now. Keep in touch.

Jacinda Wilson (Secretary) and

Moira Brown (President)

P.S. Queensland Branch AGM will be on Wednesday 15 October, so please think about being part of the Branch team. Nominations close 14 days prior to the meeting. All positions will be open. We hope to increase the whole team to ten (we are just five at present), so why don't *you* consider becoming a Committee Member?

(vale Jean Hagger, continued from page 1)

University of Illinois at Urbana-Champaign. Returning to Melbourne she found that the State Library of Victoria was reducing its classes, especially those conducted in the evening. There were loud protests from students, and the Victorian Branch of the Library Association of Australia formed a committee, of which Jean was a member, to assess the demand for professional education. Meanwhile the branch conducted classes, with RMIT providing accommodation, Jean being one of the lecturers. The response was overwhelming and the Branch approached RMIT and the Victorian Education Department, to see if there would be interest in establishing a course. This led to the establishment of a Department of Librarianship at RMIT, and Jean was appointed as the foundation Head. She was the first female Head of Department at RMIT and was the only one in the Institute's first century. So began a third career.

The first courses were offered in 1963 and were for the Registration Examinations of the Library Association of Australia. The courses were, from the first, in great demand; 189 part-time students were enrolled in the first year. At the end of that first year Jean was awarded a British Council grant to study librarianship education in the United Kingdom. This proved to be a valuable experience because education for librarianship in Australia was developing along British rather than American lines, with undergraduate and postgraduate courses rather than purely postgraduate as in the US. She visited all the library schools in England and Scotland (at that time there was no school in Wales or Northern Ireland) and the experience was put to good use when it came to the design of courses at RMIT.

In 1965 the Department offered a two year course leading to an Associateship Diploma of RMIT – the first undergraduate course in librarianship in an Australian institution. However, with the establishment of the Victoria Institute of Colleges, and the decision by RMIT to join the Institute, it became possible to design a course leading to a first degree, and in 1970 approval was gained for a four year program leading to a Bachelor of Social Science in

Librarianship: the first undergraduate degree in Librarianship in Australia. With courses beginning in 1970 the first full-time students completed the program at the end of 1973 and graduated in a VIC ceremony in May 1974. There was also a one year program leading to a Graduate Diploma. Both courses were available part-time.

Jean was interested in research in librarianship and, on her retirement, endowed the Jean Hagger Librarianship Research Support Fund. Part of this concern was an ambition before she retired to see a graduate from the Department with a higher degree in Librarianship. That ambition was realised when the first student submitted his thesis in 1977 and graduated in May 1978. Jean retired from RMIT in December 1977. She had by then become one of the foundation members of the Australian Society of Indexers (as it was then), and she now embarked on a fourth career as an indexer. She undertook several commissions for Hyland House but perhaps her best memorial is the index to six of the eight volumes (counting Parts 1 and 2 of Volume 2 as two volumes) of Historical Records of Victoria. In 1998 her contribution to the Society and to the profession of indexing was recognised by the award of life membership.



As well as her professional concerns Jean was an active member of Zonta. When this women's service club was re-introduced into Australia in 1965 Jean was one of the founding members and remained active until her final illness. She was one of two life members of her branch.

Jean was a totally thorough person; she would not otherwise have achieved all that she did. She set high standards for herself and expected others to aim high also. She was a loyal friend and colleague, always helpful and a great mentor. She was widely respected and left a large footprint as a librarian, as an academic leader and as an indexer. She will be greatly missed.

Michael Ramsden

The photograph of Jean Hagger, taken in around 1979, is from the RMIT archives.

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Wed 20 Aug 7.00 pm start	Qld Branch	Franz Pinz: Document Control Exordium	Toowong Library, 9 Sherwood Road, Toowong, Brisbane	Moira Brown <brown5moira@yahoo.com.au> Ph +64 7 3893 1252 or 0416 097 629
Sat 3 Sept 6.00 – 9 .00	NSW Branch	AGM and dinner	Golden Cinnamon Restaurant	Lorraine Doyle (details on p.2 of July newsletter) <Lorraine.Doyle@thomsonreuters.com>
Sat 20 Sept 9.15 – 4.30	ACT Region Branch	Thesaurus development workshop	Meeting Room 10, New Griffin Centre, Canberra	Lynn Farkas, +61 2 6286 4818 or email <lfarkas@webone.com.au> (details on p. 5)
Sat 27 Sept 10 .00 – 5 .00	NSW Branch	Legal Indexing workshop	NSW Writers Centre	Madeleine Davis <madeleinedav@gmail.com> (details on p.3 of July newsletter)

From the literature and other thoughts



indexers, differing opinions of

I teach the indexing component of the Book Editing and Publishing course at Macleay College, Sydney. With a recent class, whenever I'd say 'The rule on this is ...' the class would add '... but', because for every rule I suggested there seemed to be multiple exceptions.

The same applied at our recent ACT Region/NSW forum on evaluating indexes, at which people talked about the things that bugged them about indexes – such as indexing of passing mentions, and the presence of undifferentiated locators – and then other indexers stood up in defence of these practices!

We really need a wiki or some other group forum for documenting these opinions because, as Madeleine Davis pointed out, she makes her defence of undifferentiated locators on a regular basis.

undifferentiated locators, sometimes needed, often bad

Madeleine also pointed out that for some books, such as biographies, there is often the need for undifferentiated locators where a person is mentioned a number of times, but nothing particularly stands out each time. Hazel Bell from the UK has made similar points. Alan Walker also noted that for some looseleaf services, it is inevitable that the number of locators will grow large, but that at least the user knows that the more recent content is indexed last (to some extent this is a form of differentiation). He also noted that it is impossible to say the optimal number of locators, as it differs for different types of books. For legislation, e.g. even two locators at the same entry is probably too much, because each section of legislation should be dealing with a different aspect of the topic.

passing mentions, see Cauchi, Simon

Alan Walker also stood up for the inclusion of passing mentions – at times – noting that Simon Cauchi had said all that needed to be said on this topic. See: Cauchi, Simon 2000, 'The problem of the "passing mention"', in *The August Indexer: proceedings from the Second International Conference, 1999, Hobart, Tasmania*, ed. Margaret Findlay, Melbourne: Australian Society of Indexers, pp. 41–47.

minor mentions, see *also* boilerplate text

A related problem is that of minor mentions – valid topics, but with not much said. One of the problems with deciding about passing and minor mentions is that we serve a range of users with differing needs. The thorough researcher wants everything on the topic, so will be grateful for a pointer to each discussion, while the skimmer will be annoyed to waste time going to pages with little of interest. For example, I have indexed a sentence that said: 'For more on ... see the following website.' The text says absolutely nothing on the subject, so perhaps doesn't warrant indexing. But the website says everything you need to know, so is well worth accessing. With

the internet instantly accessible to nearly all of us, surely a link to a website is nearly as good as a bird in the hand?

Also, specialist users may be interested in detail for their own area of interest, while not needing it for other areas. I have read a book for authors which mentioned indexing very briefly, twice. It was the most interesting content in the book for me, and I would not have wanted to miss it, although any indexer doing a moderately detailed index would not have included it. For this reason, I think indexing supplemented by search is the ideal solution.

Michael Harrington, who led the forum, mentioned that he hates it when duplicated text within a document is indexed every time it appears. We didn't get to discuss this, but it is a topic that has come up on Index-L (from which I got the name 'boilerplate text'). The consensus there seemed to be that the discussion should be indexed every time it occurs, because this provides the topic in context. I tend to index duplicated text numerous times, except sometimes it gets excessive, and I try to be more selective. I do find, also, that it is time-consuming to check each time that it is **exactly** the same content, and find it quicker just to include it all.

4 legs good, 4 leg bad

Lynn Farkas made a passionate plea for more attention to generally-accepted standards, and less to the approach 'It all depends'. I have sympathy for this view, as I often find the comment 'I do this because my users expect it' a bit of a cop-out. On the other hand, the discussion that followed her point made it clear how difficult it is to find a generally-accepted standard – we all want to make exceptions based on our own perceptions.

On the issue of the use of the plural rather than the singular form of terms for countable things (things about which you can ask the question 'How many?') – generally accepted by indexing and thesaurus authorities to be preferable – we came to the problem of body parts. Following best practice, we would index body parts in the plural form – 'arms', 'alveoli', 'arteries' and so on. So far, so good. But it reads a bit oddly when you have 'hearts' and 'livers' – more appropriate to an offal cookbook, to my mind. My approach is therefore to use plurals for body parts that we have more than one of, and the singular form for others. Unfortunately, however, this breaches the general principle (so perhaps I should revise it?), and also differs from the practice of a long-standing authority, *Medical Subject Headings (MeSH)*, which uses the singular form in all cases. (MeSH, however, breaches a number of modern principles, such as in its use of upper case initial letters and a significant amount of inversion, so while it is a guide to what has been done for a long time, it is not necessarily a guide to what it would be best to do in the future).

The NISO thesaurus standard (ANSI/NISO Z39.19-2005, *Guidelines for the Construction, Format, and Management of Monolingual Controlled Vocabularies*) allows for the use of the singular form for countable objects in two cases: for museum catalogues and 'If in the domain of the controlled vocabulary

(continued at foot of next page)

Letter to the editor

John Simkin, in his last month's President's Report, noted the success of the NSW telephone committee meetings, but expressed his preference for face-to-face meetings. In NSW we would agree that, all other things being equal, face-to-face meetings are preferable. In my case, however, a telephone meeting saves me 4 hours travelling time, which is a great advantage. It is also a more environmentally-friendly solution.

With respect to ANZSI Council meetings the situation is quite different, however, as for out-of-state members face-to-face attendance at meetings is not practical in most cases. This means that electronic or telephone meetings would be a huge advantage, as they would provide the benefit of some ability to contribute versus none at all.

For ANZSI Council to truly represent its members, it needs to explore alternative methods of decision making, including more use of email, and the option for long-distance attendance at meetings. While a preliminary exploration of teleconferencing options was done by the Council we have not seen any details so are not aware of how far it looked, and why it could not find an affordable solution. There are numerous options for communication – including some that are free – and we should be trialing these. Other indexing societies including ISC/SCI and SI have also found it necessary to meet electronically, and have found successful ways of doing so.

*Glenda Browne
ANZSI NSW Vice-President*

Membership renewal reminder

Members are reminded that the ANZSI financial year is July–June so your membership subscriptions are now due. Those who have not renewed become unfinancial at the end of September.

You can pay on the secure website via credit card by following the link in your email renewal reminder. Or you can download the membership form and post your renewal if paying by cheque or money order. You will need to go to the member's area of the website which requires a password. If you have forgotten your password please contact me at <bandoola1@bigpond.com>.

Please remember to notify the newsletter editor and your Branch if you change your contact details online.

Joanna McLachlan, Membership Secretary

(From the Literature, continued from previous page)

there is literary or user warrant for the expression of count nouns in the singular, establishment of terms in that form is acceptable.' They give the example of biomedicine, and it would also apply to the law in some cases.

A similar issue exists with the use of the singular form for animals in veterinary books, where it has been explained that the use of 'horse' in the singular is standing for the concept 'the horse'. (Nonetheless, anything that applies to 'the horse' equally well applies to 'horses'). Thank goodness for fish and sheep, where we don't have to worry!

Glenda Browne

Thesaurus development workshop

ACT Region Branch is pleased to offer a course for those involved in developing thesauri and taxonomies for intranets, websites or information services. This is a repeat of the popular full-day workshop held in Canberra in October 2006. The presenter, Lynn Farkas, is an experienced thesaurus developer and indexer who will take you through both the theory and practice of thesaurus work. The workshop covers:

- basic terminology;
- thesaurus components and structure;
- rules and standards for thesaurus construction;
- an afternoon of practice in developing a thesaurus.

There is an emphasis on practical hands-on work in small groups, with plenty of time for discussion and questions. A workbook will be provided. Morning and afternoon tea is provided, but participants are responsible for their own lunch (there are plenty of cafes nearby). Minimum 8 participants.

Date: Saturday, 20 September, from 9.15 am to 4.30 pm.

Venue: Meeting Room 10, New Griffin Centre, 20 Genge Street, Civic, ACT.

Cost: ANZSI and affiliated society members (Editors, ASTC) \$190.00, nonmembers \$250.00.

Contact person: Lynn Farkas, ph (02) 6286 4818 or email <lfarkas@webone.com.au>.

Booking information: Cancellations will be accepted free of penalty until Friday 12 September. Cancellations after this time will incur a 50% fee. Invoices will be emailed to government Departments or organizations on request. Individuals should send payment with their registration application. More details and registration application form on the ANZSI website at

<www.anzsi.org/site/calendar_details.asp?id=43>

New Zealand indexing course

Christchurch City turned on some of its worst weather for Max McMaster when he came to tutor a group of new indexers at the end of July. The Southern Alps were thickly coated with snow and there was even a dusting on the Port Hills, but the rain forced him indoors and he chose to visit the Antarctic Centre for a truly icy experience.

The weekend course at the University of Canterbury was organised and hosted by Carol Dawber and Peter Rivers for the New Zealand branch. It attracted librarians, editors and academics from both islands. Although there were only eight participants on Saturday and six on Sunday, the sessions were lively and intense. Discussions and questions reflected the high level of professional expertise in the group. One outcome was a greater awareness of the variable quality of indexes published in New Zealand and the need for professional indexers to make themselves known to publishers.

We hope that the heightened profile of the Branch may result in an increase in membership – there were a number of enquiries from people who were unable to attend this course but were interested in future activities. There also seems to be a demand for a course on web-based indexing and the branch may address that at some stage.

Contact person for the New Zealand Branch is Jill Gallop, <jmgallop@ihug.co.nz>.

Carol Dawber

ACT and NSW Branches 'Evaluating indexes' forum

What makes a good index? And more importantly, how do you know when an index is good? Twenty-six indexers re-visited this basic issue of indexing in a half-day forum held jointly by the ANZSI ACT and NSW Branches on 21 June. Amid the beautiful grounds of the Craigieburn estate in Bowral NSW, an equal number of



people from the ACT and NSW Branches pondered good and bad indexes and how to assess them. The forum was led by Michael Harrington, Chairperson of ANZSI's Registration Committee, and Alan Walker (pictured above), one of our Society's most experienced longstanding indexers.

Michael began by asking us what we, as indexers, hated most about indexes. High on the list were undifferentiated locators, poor choice of terminology, poor headings structure, inaccuracies, and problems that stemmed from the publishers, such as poor time frames or bad formats for the indexes. Everyone had an opinion, and the point of the exercise was that we all make judgements, and our judgements are the basis of evaluation. To be useful, however, we need to base these judgements on a consistent set of criteria.

We then looked at various criteria for evaluating indexes. Alan Walker presented the criteria for the Wheatley Medal and also discussed evaluation by the '3M' method: *Matter* (subject content), *Manner* (style of index), and *Method* (adherence to standards) – and added a fourth, *Mechanics* (accuracy of page numbers etc). By weighting the first two more heavily than the last, you can put more emphasis on the content of the index rather than on the process of indexing. This simple method could be a useful tool for all of us to apply as we work through our own indexes.

Michael showed us the current criteria for assessing Registration applications, as well as the preliminary assessment sheets that were used to judge the AusSI medal when he was involved in that process in the late 1990s. It was reassuring to note that the Wheatley and AusSI (and now ANZSI) criteria were quite similar. But underpinning them all, Michael stressed, was the ISO indexing standard (AS/NZS 999:1999). Applying the standard to any index allowed one to evaluate and judge the index in a careful and consistent manner.

To illustrate his point, Michael led us through an evaluation of the 'Fast Find' index to the Sensis Yellow Pages. Even though this index has some characteristics that differ from a back-of-book index (like its emphasis on the concrete rather than the conceptual, and terminology that was built and maintained by many people over long periods of time), Michael was able to use the guidelines in the indexing standard to highlight good and bad points in this index. He particularly

focused on what the Standard said about: functions of an index, headings, use of author's words, structure, relationships between concepts, see and see also references, page locators introductory notes, and consistency. This measured approach allowed all of us to see not only how an index can be taken apart and analysed, but where and how it could be improved.

Alan then challenged some of our core perceptions by putting forward a case for using undifferentiated locators, and discussion ensued on when this could be considered an acceptable practice. A number of participants brought examples of poor indexes (none of which were created by ANZSI members, of course!) and we ended the day by examining these over drinks in front of Craigieburn's lovely open fires.

Although many of us continued 'talking shop' and sharing experiences during the excellent Forum dinner, this was also an opportunity for us to meet indexers from the other Branch in a purely social setting.

Sunday gave us a chance to experience some of the beautiful countryside around Bowral, and a relaxed atmosphere



At the Bowral forum: Madelaine Davis, Mary Coe, Sherrey Quinn and Lorraine Doyle

to set out on the leisurely drive back to our respective home bases later in the day. Congratulations to the organisers and presenters for an interesting and rewarding forum.

Edyth Binkowski and Lynn Farkas

ANZSI Newsletter by email

The results of the 2007 ANZSI survey revealed that over 60% of respondents would be happy to receive the *ANZSI Newsletter* via email. So, from the September 2008 issue, this means of distribution will be available.

How will it work?

If you want to continue to receive the printed *ANZSI Newsletter* in the post, as at present, you need do nothing.

Otherwise, you log into the **members** section of the website and update your details by placing a tick in the **Receive Newsletter via email** box.

At the beginning of each month the email and post lists will be compared. If you have chosen **via email**, I will email the pdf file of the *Newsletter* to you.

Mary Russell

Tips and hints – names in family histories

National Family History Week (2-10 August) is a good reason to focus on indexing family histories. Names in family histories can be complicated. People have nick names, names are repeated through generations and females change surnames. Hopefully there is a family tree to help you understand the various connections, but sometimes there isn't and you have to work it out. Of course all this is made even harder when you don't know the family.

I recently indexed the history of a large Italian family, let's call them Fabbro (well, that does mean Smith!). As I read through the book I realised that I would have to qualify the names so I could identify who was who. Here is a sample. When I completed the index I had to keep most of the qualifiers. All the females required double postings for their respective maiden and married names:

Fabbro, Andrea (Archbishop)
Fabbro, Andrea (Cristiano's brother)
Fabbro, Andrea (Cristiano's son)
Fabbro, Andrea (Girolamo's brother)
Fabbro, Anthony
Fabbro, Anthony (Andrea's son)
Fabbro, Anthony (Meni's son)
Fabbro, Antonietta (later Brown)
Fabbro, Antonietta (Ninetta) (later Miller)
Fabbro, Antonio
Fabbro, Antonio (Tony)
Fabbro, Beverly (*née* Collins)
Fabbro, Beverly (*née* Dean)

Fabbro, Cristiana
Fabbro, Cristiano (Andrea's son)
Fabbro, Cristiano (Cris)
Fabbro, Cristiano (Girolamo's son)
Fabbro, Cristina (*née* Brown, later Murphy)
Fabbro, Cristina (later Vincent)
Fabbro, Domenica (Ninetta) (later Shaw)
Fabbro, Domenico (1889-1949)
Fabbro, Domenico (1911-1961)
Fabbro, Domenico (Meni)
Fabbro, Domenico (Nino)
Fabbro, Domenico (Nino) (Doctor)
Fabbro, Domenico (Rosso)

Fabbro, Dominic
Fabbro, Giovanna (Giovannina) (later Collins)
Fabbro, Giovanna (*née* Turner)
Fabbro, Girolamo (1884-1964)
Fabbro, Girolamo (Domenico's son)
Fabbro, Girolamo (Momi)
Fabbro, Maria (Andrea's wife)
Fabbro, Maria (Cristiano's daughter)
Fabbro, Maria (later Martin, later Hope)
Fabbro, Maria (later Vincent)
Fabbro, Maria (Mariska) (later Brown)
Fabbro, Maria (*née* White)
Fabbro, Maria Rosa (later Brian)

The American Society for Indexing has a publication called *Genealogy and indexing* and further references are given on the ANZSI website <www.anzsi.org/site/bib_types.asp>.

Mary Russell

CINDEX™

for Windows and Macintosh

from **Indexing Research**: the full-service indexing company

<p>Simple ➤ install the program and begin adding entries in 3 easy steps. No formatting pre-sets necessary.</p> <p>Flexible ➤ adapt the program to your preferred work habits, not vice versa: user-selectable views, work with subsets of entries or multiple indexes at the same time, assign text to hot (function) keys, print out directly from the program in multiple formats from the same index file, etc.</p> <p>Powerful ➤ exploit powerful capabilities for easy and efficient data entry and editing, search and replace, macros and abbreviations, auto-completion etc.</p>	<p>Sophisticated ➤ employ Cindex's ability to interact with other software: drag & drop between indexes and word-processors, embed index entries in RTF-compatible word processor documents, export & import files to and from other indexing, spreadsheet, and database programs.</p> <p>Support ➤ free to registered users.</p> <p>Try it today ➤ Visit our website www.indexres.com and download a demonstration copy and a PDF of our acclaimed <i>User's Guide</i>. See for yourself why CINDEX is the foremost software for indexing professionals.</p>
<p>Available for Windows (including Vista) and for Macintosh (OS X 10.3 and higher). Student and Publishers' Editions are also available. Contact us to find out how these might best suit your needs.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>Indexing Research www.indexres.com 520 Park Avenue #183 Rochester, NY 14607 tel: +1-585-413-1819 email: info@indexres.com</p> </div> <div style="width: 35%; text-align: center;"> <p>CINDEX™ Simplify index preparation with the software that does everything you need to produce quality indexes.</p> </div> </div>

ANZSI and Branch Committee contacts

ANZSI Council 2007–08

ABN 38 610 719 006
PO Box 5062, Glenferrie South VIC 3122
<ANZSIinfo@anzsi.org>

President: John Simkin
Ph +61 3 9752 6972
<simmo27au@yahoo.com.au>

Vice-President: Mary Russell
Ph: 0408 952 710
<russellmf025@ozemail.com.au>

Secretary: Anne Dowsley
<ad4ind@yahoo.com.au>

Treasurer: Margaret Findlay
Ph: +61 3 9818 1760
<mafind@bigpond.net.au>

Council members: Alan Eddy, Max McMaster
Branch Presidents (ex officio): Moira Brown,
Madeleine Davis, Jill Gallop, Barry Howarth,
Jane Purton

ANZSI officials

Registration Committee:
Contact: Shirley Campbell
<shirley.campbell4@bigpond.com>

Awards Committee

Contact: Alan Eddy
<aeddy@surf.net.au>

Webmanager: Mary Russell
<russellmf025@ozemail.com.au>

Newsletter Editor: Peter Judge
Ph +61 2 6296 6211
<peter.judge@bigpond.com>

Membership Secretary: Joanna McLachlan
<bandoola1@bigpond.com>

NT contact

Contact: Frieda Evans
Phone: +61 8 8999 6585 (w)
<Frieda.Evans@nt.gov.au>

ACT Region Branch

GPO Box 2069, Canberra ACT 2601

President: Barry Howarth
Ph +61 2 6292 4473
<blh@cyberone.com.au>

Secretary: Eleanor Whelan
Ph +61 2 6257 7749
<eleanor.whelan@bigpond.com>

Treasurer: Sandra Henderson
Ph +61 2 6231 0303 (h)
<shirmax@actewagl.net.au>

Committee members: E Binkowski, S Campbell,
L Farkas, S Quinn, A Sloper, G Triffitt

New South Wales Branch

President: Madeleine Davis
Ph +61 2 4787 5583
<madeleinedav@gmail.com>

Vice-President: Glenda Browne
Ph +61 2 4739 8199
<webindexing@optusnet.com.au>

Secretary: Mary Coe
Ph +61 2 8012 0693
<mary.coe@potomacindexing.com>

Treasurer: Sue Flaxman
Ph/fax +61 2 4861 3589
sueflaxman@optushome.com.au

Committee members: Lorraine Doyle,
Caroline Jones

SA Group with SocEd (SA)

Contact: Jane Oliver
Phone; +61 8 8356 1807
<janeoliver@ozemail.com.au>

WA contact

Contact: Alex George
Ph +61 8 9337 1655; fax +61 8 9338 9404
<a.george@murdoch.edu.au>

Victorian Branch

ABN 58 867 106 986
PO Box 1006, Caulfield North, VIC 3161

President: Jane Purton

Ph: +61 3 5122 6483
<jane.purton@lib.monash.edu.au>

Vice President: Alan Eddy

Ph: +613 9853 0991
<aeddy@surf.net.au>

Secretary: Mary Russell

Mob: 0408 952 710
<russellmf025@ozemail.com.au>

Treasurer: Max McMaster

Ph +61 3 9500 8715
<max.mcmaster@masterindexing.com>

Committee members: M Findlay, S Hacker,
B Mills, J Restarick, L Tomazic, C Tully

Queensland Branch

President: Moira Brown

Ph/fax +61 7 3893 1252
<brown5moira@yahoo.com.au>

Vice President: Beryl Macdonald

Ph +61 7 3821 6276
<bayorst@bigpond.net.au>

Secretary: Jacinda Wilson

Ph +61 7 3138 6111
<jacinda.wilson@qut.edu.au>

Treasurer: Franz Pinz

Ph +61 7 3848 3698
<franzpinz@yahoo.com>

Committee Member: Mei Yen Chua

New Zealand Branch

Acting President: Jill Gallop

Phone: +64 4 384 8282 (w)
<jmgallop@ihug.co.nz>

A/Vice-President: Susan Brookes

<s.brookes@auckland.ac.nz>

Committee member: Julie Daymond-King

Postage
paid

Australian and New Zealand
Society of Indexers
PO Box 5062 Glenferrie South
VIC 3122 Australia