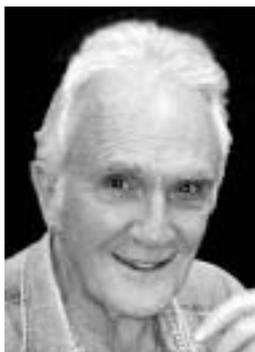## From the President

In my experience this time of year is quiet for freelance indexers. In my case the busy period is from June to October, related to the cycle of textbook publishing, since I find myself working mostly with educational publishers. But this year has been different. A very challenging assignment arrived just after Christmas and two others were already imminent. I trust that other freelancers are getting work to counteract the pervading economic gloom.

I have been looking over the list of members who have joined since November 2007 when I became president and began writing welcoming letters. The distribution of these new members follows the pattern of the branches but I have noticed a considerable number from 'out of town'. This is particularly noticable in New South Wales where, of the fourteen new members, ten live in places far from Sydney. How can the society best serve these distant members?

Holding meetings in regional centres can help. NSW Branch held their end-of-year gathering in the Blue Mountains and, with the ACT Branch held a forum on evaluating indexes in Bowral. The Victorian Branch held informal gatherings and committee meetings at Warragul and Yarragon in Gippsland and a visit to Colac with the local historical society. The Queensland Branch held a meeting in Townsville.

Are there other ways to help isolated members to be less isolated?

Perhaps it could be possible to organise a 'pairing' program so that isolated members can have a point of contact – a kind of development of the old 'pen friends' system.

With the much-discussed financial difficulties travel agents and airlines are trying to tempt us to go places. And governments give tax concessions for attendance at conferences. Perhaps this is the time for indexers to think of going to an international conference and, on the way visiting some of the places they've always dreamed of. This year there is a considerable choice: Association of South African Indexers and Bibliographers, Maropeng, Cradle of Humankind World Heritage Site, 9–10 March; The American Society for Indexing (note the change of name), Portland, Oregon, 23–25 April; Indexing Society of Canada/Société canadienne d'indexation, Toronto, 3–4 June; Society of Indexers, York, 11–13 September; Australian and New Zealand Society of Indexers, Sydney, 15–17 October.

Well, there we are. Five countries on four continents. Plenty of choice.

Council has begun the year with a number of matters carried over from 2008. Deliberations by Council often take considerable time because the ex officio members – the five branch presidents – contribute at long distance. Council has adopted a procedure for submissions which aims to put all members of Council on as equal a footing as possible.

The results of Council deliberations will be reported as decisions are made.

I would be interested to hear of any influence for good or ill caused by the current recession and also of any likely effects for indexers of the parallel inportation review.

John E. Simkin, ANZSI President

The Indexer rates held for 2009

Annual subscription (4 issues) remains at £26, including p&p. This is a real bargain, so if you are not yet a subscriber, why not take out your subscription now?

Current subscribers will receive an automatic renewal reminder. Otherwise, just visit *The Indexer* website <www.theindexer.org> and click on 'subscriptions'.

These are now on a rolling basis, so that if you took out your subscription in, say, July 2008, this will run to June 2009. If you renew early, don't worry – your existing subscription period will simply be extended by a year.

NSW Branch social lunch at Blaxland

Glenda Browne and Jon Jermey kindly hosted an end-of-year social get-together at their house in the Blue Mountains on Saturday 29 November 2008. It was well-attended with fourteen members and friends of ANSZI coming along piled high with plates of food and cooling drinks. People came from near and as far away as the Illawarra and included Elisabeth Thomas, Madeleine Davis, Meg Harris & friend, Gay Hendriksen, Ken Johnson, Neroli Blakeman, Caroline Jones, Tricia Waters, Sue Flaxman, Alan Walker and myself.

Worthy of note was Alan Walker's presentation, on behalf of the ANZSI Medal judges, of a 'Highly commended' certificate to Glenda Browne for her index to *The Indexing Companion*, Browne and Jermey, Cambridge University Press, 2007. Alan praised the construction and breadth of the index, while noting that it, and the book itself, is permeated with a lively humour. The award was greeted by those present with a warm ovation.

Frances Paterson

Different indexers or indexing tasks

Index as a map

This isn't a repeat of the column in the June 2008 Newsletter, but another example of an index as a map. The National Archives of Australia has a new website 'Mapping our Anzacs' <mappingouranzacs.naa.gov.au/>.

This is a place-based index to the over 375,000 World War I service records held by the Archives. Using a selection of maps you can explore where service people were born or enlisted. Markers on the map link you to the lists of service people from that place and then onto their WWI service records. The links are not only for Australia, but those who were born or enlisted overseas. So for example on the New Zealand map you can see the spread of those born in New Zealand. As they mention in the details about the site, it raises questions as to why and how people born in Germany, for example, came to be in the Australian armed forces.

Future columns

Repeating the request of June 2008. Have you come across a different kind of index or, better still, have you created one? Do you do 'different' indexing work? Perhaps you have completed a different indexing task and would like to share it with members.

Please send any contributions to the Editor, <peter.judge@bigpond.com>.

Mary Russell

ANZSI Conference, Sydney: 15–17 October 2009
The practice of indexing

Call for papers

The theme of the 2009 ANZSI conference is the practice of indexing. Papers are invited on broad topical areas such as: the theory, history or future of indexing; publishing innovations; information industry trends; professional issues; and the economics of indexing, as well as on practical matters. The Conference Committee will particularly welcome practical, 'how to' presentations on any indexing topic, both familiar and innovative, such as basic indexing skills, methods and techniques for beginners, and technological developments and specialised types of indexing, to assist experienced practising indexers.

Further details are available on the ANZSI website:

<www.anzsi.org/site/2009_conference.asp>

Expressions of interest in presenting a paper, or participating in panel or round table discussions are due by 28 February 2009.

Sherrey Quinn, on behalf of the Program Committee

Employment tips on the website

I have finally created some content for the Employment tips web page. Located in the Member area
<www.anzsi.org/site/employment.asp>
this page covers contacting publishers, checking job and volunteer advertisements, contracts, negotiation, tips for overcoming indexer's block, financial aspects such as income protection insurance and debt collection and the importance of networking.

I welcome any suggestions for improving this, and any other, web page.

While you are in the Member area, please take a moment to check that your details are up to date and consider receiving the Newsletter via email.

Mary Russell, ANZSI Web Manager

Show and Tell !

ACT Region Branch is keen to hear what
you have been doing lately ...
Come along to our 'Show and tell' session at
National Library of Australia, Friends Lounge
Wednesday, 18 February, 5.30 pm for 6.00–7.30 pm
Share news of your projects, challenges and achievements
with other ANZSI colleagues
Listeners AND speakers are welcome and an attentive
audience is assured
Join us for refreshments at 5.30 pm and hear about our
exciting 2009 program
RSVP and enquiries by Monday, 16 February, to
<eleanor.whelan@bigpond.com> or
telephone +61 2 6257 7749

Indexing hidden and obscure material

Last November the Victorian Branch gathered to hear Gary Presland describe some of the indexing projects undertaken by his wife, Helen Doxford Harris, OAM.

One of Helen's earliest projects was the name index for people associated with Avoca, undertaken for the Avoca and District Historical Society. Anyone who had anything to do with Avoca was indexed. Helen's knack for coordinating this project even had nurses and doctors at the local hospital indexing inquests on night shift. The popularity of this indexing project and its continuation have resulted in the Avoca and District Historical Society having a large membership keen to keep up with recent additions to the database.

Many of Helen's indexes have been microfiched and sold through her publishing arm Harriland Press. These include indexes to children in Victorian institutions, Infant Life Protection Act indexes, and indexes to the Victorian Police Gazette. The Victorian Police Gazette started in 1853 and was published weekly. The individual indexes to the Police Gazette include missing friends; Tasmanians; and deserters of wives and children. Helen's indexing projects relating to the Victorian Police helped raise their Historical Unit $124,000 through index sales and copying services.

The Public Record Office of Victoria holds correspondence files relating to thousands of men wanting to join the Victorian Police Force. Applications came from around the world and only about 30 per cent were successful. Helen's index facilitates access to these handwritten letters, many containing personal information not available elsewhere.

Browsing the Victorian Police correspondence files located at the Public Record Office revealed details of missing people. Written by people outside Australia they were seeking to locate 'missing' individuals. Helen has so far checked about 300 of the 2000 boxes. Brief descriptions of the 'missing' person, including the number of pages involved, are listed on her web page. For a small fee she will organise copies of the files.

Helen's other activities include running Melbourne Cemetery Tours, in association with Jan Davidson, and being Mayor of the City of Whitehorse, Melbourne. Full details of her many indexing projects are available at:

<members.ozemail.com.au/~hdharris/>.

Here are some of the tips I took home from this talk:

For local area indexing:

Index all names associated with a town or district, no matter how briefly, not just the main local families. This makes the index of interest to a wider audience.

• Cover all aspects of life and all interests. For example inquests, sporting groups and local businesses.

• Involve the locals in the project, even if it means you are recording the information on cards.

For a large publication, such as *The Victorian Police Gazette*:

• Consider producing separate indexes for specific aspects of the publication or audience.

• If access to the publication is difficult, offer a copying service for a fee.

For large projects:

• Pick something you are interested in.

• Don't wait until you finish the project. Make the index available and update it regularly with clear notes as to where you are up to.

• Dedicate a set time to work on the index. For example, every Thursday morning.

We thanked Gary for his interesting and informative talk, which was followed by further discussion over an enjoyable dinner at a nearby restaurant.

Mary Russell

ANZSI Medal 2008

The Australian and New Zealand Society of Indexers' Medal is offered annually to the most outstanding index to a book or periodical compiled in Australia or New Zealand. This year, eight nominations were received, from four states and territories of Australia and from New Zealand.

Two extensive name indexes were excluded from detailed consideration, on the grounds that they did not provide scope for the indexer to demonstrate expertise in analysing and expressing complex subject relationships.

The judges were left with six substantial and competent indexes as candidates. All were of sufficient length to deal with complex subject matter, and showed a grasp of the language appropriate to the texts, some of which were scientifically or culturally highly specialised. All showed the indexers' ability to match the text with readers' vocabulary, including students' needs. Of these books, the judges were unanimous in choosing as the outstanding candidate Glenda Browne's index to *The Indexing Companion*, by Glenda Browne and John Jermey, published by Cambridge University Press in 2007.

This was the most detailed of the indexes submitted, in terms of the number of index lines per page of text, and demonstrates the indexer's excellent knowledge of the subject matter, as one would expect from the author of the text. The extensive cross-referencing and use of double entries shows excellent anticipation of readers' choice of terms. As well as providing access to expected topics and their synonyms, the index alerts the user to newer and emerging topics such as 'information architecture', 'folksonomies' and 'cloud maps (tag clouds)'.

The typographical style is clear, with good indentation and the use of continuation headings for entries that straddle page turnovers.

This index was set apart from the others by its wit and imagination, and the occasional inclusion of intriguing entries which invite the reader to consult the text, such as:

> indexer confusion
>> ballet in a ski-mobile 144
>> endothelins and the telephone 74
>> evacuation vs bowel movements 46
>> facing vs interfacing 141

and

> platypuses
>> indexed as otters 172
>> indexers' similarities to 5–6

The long and useful scope note describes this as 'an index to subjects' and indicates that '[t]he only cited works that have been indexed are standards and style guides'. This policy means that no personal names are included. While individuals are not the most important access points to a book on indexing, they are nevertheless interesting and useful in some circumstances. The indexer has recognised this by putting a long personal name index to this book on her website. The judges must, however, assess the index as published in hard copy, and have decided to award this index a certificate as Highly Commended.

The judges in 2008 were:

Garry Cousins, indexer and librarian, Medallist in 2003;

Irene Wong (Publishing Manager, Australian Securities & Investments Commission), editor and technical communicator;

Alan Walker, indexer, Medallist in 1989 and 2007 (Convener).

Alan Walker

ANZSI ACT Region branch library

ACT Branch has a small library of books and journals, which were bequeathed to it by a respected senior member, Robert Hyslop, on his death in mid-2007. These items are currently held for the Branch by Edyth Binkowski, 25 Lawley St., Deakin, ACT, 2600.

They are as follows:

Cambridge University Press. *Making an index*. 7pp. pamphlet.

Moys, Elizabeth M., ed. *Indexing legal materials*. London, Society of Indexers,1993. (Occasional Papers on Indexing, no.2).

Mulvaney, Nancy C. *Indexing books*. Chicago, Univ. of Chicago Press, 1994.

Wellisch, Hans H. *Indexing from A to Z*. Bronx, N.Y., H.W.Wilson, 1991.

Also held are issues of the Society of Indexers (U.K.) journal, *The Indexer*, as follows: vol.18, nos.1–4, April 1992, Oct. 1992, April 1993, Oct. 1993; vol.19, nos. 1–4, April 1994, Oct. 1994, April 1995, Oct. 1995, plus a separate index; vol.20, nos.1–2, 4, April 1996, Oct.1996, Oct. 1997;

vol.21, nos.1–4, April 1998, Oct. 1998, April 1999, Oct. 1999; vol.22, nos.1–4, April 2000, Oct. 2000, April 2001, Oct. 2001; vol.23, nos.1–4, April 2002, Oct. 2002,April 2003, Oct. 2003; vol.24, nos.1–4, April 2004, Oct. 2004, April 2005, Oct. 2005; vol.25, no.1, April 2006.

Edyth also holds the archives of the ACT Branch, back to its beginning in 1993, as well as the AusSI/ANZSI Newsletter from 1993 to the present.

These items are available for loan or for consultation on the spot by arrangement with Edyth. ph. +61 2 6281 2484, email <edythb@webone.com.au>. Unfortunately there are no photocopying facilities.

For members' information, the National Library holds a set of *The Indexer*, both hard copy and online, though there may be gaps in the holdings. The Library also holds sets of the AussI/ANZSI newsletter, under copyright regulations.

Edyth Binkowski

Tips and hints: general resources for indexers

Most indexers operate as freelancers from a home office, making it essential that they have a number of general resources on hand for checking queries which arise in the course of indexing work. The internet is a useful resource, but it is not much help when you want to check the correct spelling of a word without having to select between a plethora of variants.

Tools on indexing have been well covered elsewhere so they won't be considered here. However a useful list is available at <www.anzsi.org/site/res-indexing.asp#Books>.

The general tools which need to be on the indexer's book shelf include the following:

- a general dictionary, e.g. *Macquarie Dictionary* or *New Shorter Oxford English Dictionary* (or one of its shorter cousins);
- a reference dictionary, e.g. *Oxford English Reference Dictionary;*
- a reverse dictionary, e.g. *Oxford Reverse Dictionary* or *Reader's Digest Reverse Dictionary*. For those not familiar with reverse dictionaries they allow you to 'Describe a concept' in order to find words that match that description;
- a foreign language dictionary in, say, French or German, e.g. *Collins German Dictionary and Grammar*. Very useful when you find that foreign word or phrase in a text you are indexing and have no idea what it means;
- specialist dictionaries in your subject fields, e.g. in physics, *Dictionary of Physics* or in religion, *New Dictionary of Religions;*

- a small encyclopaedia, e.g. *Pears Cyclopedia* or *Cambridge Factfinder;*
- an atlas, e.g. *Macquarie World Atlas*, or *The Times Atlas of the World*. As both of these titles are physically large and do not fit neatly on to a bookshelf, one of the more compact versions may be more appropriate;
- specialist books in your subject fields, e.g. in music, *Oxford Companion to Music*; in Aboriginal art, *Oxford Companion to Aboriginal Art and Culture*; or in gardening/botany, *Botanica's Pocket Gardening Encyclopedia for Australian Gardeners*;
- besides these general resources, having ready access to style manuals can be invaluable, e.g. *Style Manual*, 6th ed. (Wiley) and/or *Chicago Manual of Style*, 15th ed. The *Chicago Manual* is also available online, but only as a subscription service which may not be as attractive to you;
- English usage tools, e.g. Pam Peters *Cambridge Guide to Australian English Usage* or Pam Peters *Cambridge Guide to English Usage*;
- specialist tools for writers and editors, e.g. *New Oxford Dictionary for Writers and Editors* or *Oxford Dictionary for Scientific Writers and Editors*.

This list is not meant to be exhaustive, but to be an indication of the types of tools which should be acquired over time by someone embarking on their career as a freelance indexer.

Max McMaster

Branch activities

Date & time	Organiser	Name of activity	Venue	Contact details
Wed 18 Feb 5.30 for 6.00 pm	ACT Region Branch	Show and tell	Friends Lounge National Library	RSVP and enquiries by Monday, 16 February, to <eleanor.whelan@bigpond.com> or telephone +61 2 6257 7749 More details on p. 3.
Sat 21 Feb 2.00 pm	Victorian Branch	Melbourne Museum of Printing tour	36 Moreland Street Footscray	Details on <www.anzsi.org/site/calendar_details.asp?id=67>
Tues 10 March 9.00–4.45 pm	Victorian Branch	Basic Book Indexing Part 1 – full day course	Holmesglen TAFE Chadstone	Details on <www.anzsi.org/site/calendar_details.asp?id=61>
Wed 11 March 9.00–4.45 pm	Victorian Branch	Basic Book Indexing Part 2 – full day course	Holmesglen TAFE Chadstone	Details on <www.anzsi.org/site/calendar_details.asp?id=62>
Thur 12 March 9.00–12.30 pm	Victorian Branch	Legal Indexing half day course	Holmesglen TAFE Chadstone	Details on <www.anzsi.org/site/calendar_details.asp?id=63>
Thur 12 March 1.30–5.00 pm	Victorian Branch	Annual Report Indexing – half day course	Holmesglen TAFE Chadstone	Details on <www.anzsi.org/site/calendar_details.asp?id=64>
Fri 13 March 9.00–12.30 pm	Victorian Branch	Database Indexing – half day course	Holmesglen TAFE Chadstone	Details on <www.anzsi.org/site/calendar_details.asp?id=65>
Fri 13 March 1.30–5.00 pm	Victorian Branch	Journal Indexing – half day course	Holmesglen TAFE Chadstone	Details on <www.anzsi.org/site/calendar_details.asp?id=66>
14 March 9:30–4:00 pm	NSW Branch	Basic book indexing Part 1	Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney	Enquiries to Glenda Browne: +61 2 4739 8199 or <webindexing@optusnet.com.au> Details on p. 7.
21 March 9:30–4:00 pm	NSW Branch	Basic book indexing Part 2	Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney	Enquiries to Glenda Browne: +61 2 4739 8199 or <webindexing@optusnet.com.au> Details on p. 7.

From the literature and other thoughts

The Ning, Nang, Nong

Do you know Spike Milligan's 'Ning Nang Nong' (where the cows go bong, and the monkeys jibber jabber joo?) Well, you can have almost as much fun at simply Ning, <indexing.ning.com>, the new social networking site for indexers. You register, add a photo (of yourself, your pet blue-tongue, whatever), write a profile, make friends, join groups, and so on. Thanks to Kerry Biram, there is now a group for Australian indexers. You'll also find groups for different indexing software products, subject specialties, family arrangements (indexing with kids) and more. There is also a page for events, at which we can announce ANZSI courses and conferences.

Duty of care includes the duty to warn

While indexing articles on building law, I have become aware how little we, as indexers, are touched by legal matters. Two big issues in construction are timeliness and liability for loss. Much effort goes into allocating blame for delays, and seeking damages as appropriate. In indexing we tend to assume there will be delays, and manage them as best we can. And while indexers *usually* return work on time, if we don't, nobody is likely to claim compensation from us.

Similarly with liability. It would be an odd occurrence for an indexer to be sued for loss caused by their indexing. Nonetheless, this issue has been of concern to me when I have been required to sign contracts in which I had to take on liability for loss. I explored the issue and wrote an article on 'Professional liability of indexers' for *The Indexer* (vol. 20, no. 2, October 1996, pp. 70–3). (These days I wouldn't even consider a contract in which I took on liability).

Builders not only take on liability for work they do, but even for not warning others of faulty work. In one case, a contractor warned that the design for propping up a roof which he was contractually obliged to use was inadequate, and proposed a solution to the head contractor. This solution was vetoed as being unacceptable to the client. Following heavy rain the propping failed and the roof collapsed. The contractor was held accountable for failure to warn, with the judge commenting that he should have 'protested more vigorously'. One question for indexers is, how vigorously should we protest when clients require approaches that we consider to be faulty. Usually we say very little, on the grounds that the client pays the bills and knows what they want. Perhaps we have a professional obligation to protest a bit more vigorously?

Hayford, Owen. 'Watch out! The duty to warn on construction projects' *Building and Construction Law* vol. 24 no. 3 June 2008 pp 163-183.

Undegreed, unindexed and unawarded globetrotresses

I am often grateful that I was born in the 20th century, and Dea Birkett's book *Spinsters abroad: Victorian lady explorers* (London: Victor Gollanz 1991) reinforced this.

p.9: 'In May 1886 Gertrude [Bell] was one of the handful of women students taking history lectures at Lady Margaret Hall, Oxford under the matronly supervision of Miss Elizabeth Wordsworth. Gertrude passed with first class honours. But although women had been admitted to the Oxford college for the past nine years, they were **not awarded a degree**'.

p.169: 'The contrasting approaches [of male anthropology academics and women travellers with personal knowledge] were made explicit by the reviewer of *The Thousand and One Churches*, a scholarly book jointly researched and authored by the leading archaeologist Sir William Ramsey and Gertrude Bell, in the *Archaeological Journal*. Although the *Journal* **indexed the book under only Ramsay's name**, the reviewer admitted it was "mostly the work of his collaborator".' [It is not clear whether the indexing was following a standard procedure of indexing only one author per book, or whether they had selected only the male author.]

p.188: In 1876 Jane Franklin was the first woman to be awarded the Patron's Gold Medal of the Royal Geographical Society for organising and financing an expedition to investigate the disappearance of her husband and his crew in an ill-fated Arctic expedition. As **women were not admitted to the Royal Geographical Society**, Sir Roderick Murchison accepted the medal on her behalf.

ALLA 2008: The Art of Information

Thanks to Elisabeth Thomas for information on the ALLA 2008: The Art of Information conference papers including 'Online legal indexes: An abstract likeness or a true portrait?' by Tracy Robertson and Dennis Warren, La Trobe University, at <www.alla.asn.au/conference/2008/docs/warren.pdf>.

Comjobs

The Comjobs site <www.comjobs.com.au> provides information on jobs, scholarships, courses, conferences, and tenders of interest to professional communicators. Access to the database is free, and people pay to include information. The site has potential as a place to look for work, especially for indexers with skills in related areas (public relations, editing), and may be a good place to put ads about ANZSI events.

Glenda Browne

Representing ANZSI at conferences

As the President mentioned in his column, this year will be a busy one for overseas conferences of indexers: in the USA 23–25 April <www.asindexing.org>, in Canada 3–5 June <www.indexers.ca> and in England 11–13 September <www.indexers.org.uk>.

By international agreement, a free conference registration will be offered by each organising committee to an authorized representative from ANZSI.

Members who are willing and able to represent ANZSI at any of these conferences are invited to inform the Secretary without delay, as Council will be meeting on 3 March.

Alan Eddy

NSW Branch: Introduction to book indexing course

NSW Branch will hold a basic book indexing training course run by Glenda Browne over two days on Saturday, 14 March and Saturday, 21 March, from 9.30 am to 4. 00 pm, with a half-hour lunch break. It will be held at Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney. Parking is available onsite if you provide your registration number in advance. The building is near the John's Square tram station and bus stops on Harris Street. Lunch and morning and afternoon tea are included in the cost, and a workbook will be provided.

Course description:

This is a two day introduction to the principles of book indexing. It includes:

- Useful references
- Indexing context (working with editors)
- Indexing processes (reading, highlighting, indexing, editing)
- Approaches to project planning, analysis of text, selection of indexable concepts, and indexing to the appropriate length
- Principles of indexing, including the wording of entries, and creation of cross-references
- Types of entries (subjects and names), elements of entries (headings, subheadings, locators)
- Names – special issues in the indexing of people, places, and organisations
- Alphabetical order, and other filing conventions
- Style of entries
- Editing and evaluating entries
- Indexing software – a brief introduction.

The course is presented using lecture format, class discussions and exercises, and take-home exercises. Students receive a substantial workbook. At the end of this course you will be able to index a straightforward document. Most people find they need more practice before becoming professional indexers. The course includes discussions about the next steps to take, and hints on finding work.

Payment in advance is required: $565 for ANZSI members, $600 for nonmembers (no GST involved). There is a 40% discount for travellers requiring an overnight stay. Half year ANZSI membership is available for $35 – you will have to pay the membership fee separately to the ANZSI Treasurer (details at <www.aussi.org/membership/index.html>).

Course enquiries to Glenda Browne on +61 2 4739 8199 or <webindexing@optusnet.com.au>. Your venue and parking enquiries to Lorraine Doyle on +61 2 8587 7229 or <Lorraine.Doyle@thomson.com> after 28 February.

Bookings and payments to Sue Flaxman: +61 2 4861 3589 or 0423 197 044. Payment can be made by cheque to ANZSI NSW or by direct deposit to account no. 2640 1017 0440 at the Commonwealth Bank, Blaxland Branch – BSB 062-640. Applicants should ask for their name and 'ANZSI COURSE' to be put as the reference number (if the bank won't do this, just put a 4-digit number and let us know what it is. This allows us to track the deposits). Cheques should be posted to Sue Flaxman at 4 Loris St, East Bowral NSW 2576.

Glenda Browne

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