

I S S N 0314-3767

Bolingbroke, Lord, hires Mallet to traduce Pope, 55.
Bolivar, Simon, 569.
Bologna, xxvi. 170, 308 n.
Bolsena, lake of, 163.
Bonaparte, Lucien, his 'Charlemagne,' 64 n.
Bonaparte, Napoleon, xxx. 567, 568, 712, 759, 868 n., 869 n., 874. 'The Triptolemus of the British farmer,' 573. His exclamation on the loss of his old guard, 794. His character, 115, 116 n.

'Bosquet de Julie,' 121 n. 123 n.
 Boswell, 410 n. 'Life of Johnson'
 quoted, 186 n.
 Bosworth, battle of, xi. n. 3 n.
 'Bosworth Field,' Lord Byron's pro-
 jected epic entitled, xv. n.
 Botany Bay, 645.
 Bourbon, Duke of, Constable of
 France, 337, 497, 500.
 Bouts-rimés, 773.
 Boveret, 123 n., 280 n.
 Bowles, Rev. William Lisle, 'the
 man of the price of mournful son-
 nets' 111. 'Spirit of'
 Boulton, the regicide, his execu-
 tion at Vaux, 121 n.
 Brown, Dr. Thomas, his 'Paradise
 of Coquettes,' 803.
 Browne, Sir Thomas, his 'Religio
 Melii' quoted, 212 n. His en-
 comium on sleep, 651 n.
 Bruce, Abyssinian, his description
 of a sincheon, 199 n.
 Brummell, William, esq., 312 n.,
 733.
 Brunch, Mr. 22, 193.
 Bruno, Dr. xxx.
 Brunswick, Duke of, his death at
 M. de Brac 114.

Free will, Sir.15.11-20
Friends, false, Sir.12.8-18; 37.1-6
Friends of the king, 1 Macc.2.18
Friendship, Sir.6.5-17

Salatians, 2 Macc.8.20
sallicinus, 2 Esd.15.11
sedaliah, 1 Esd.9.22
senna, 2 Esd.7.[70]
Seneba Bible, p. xv
and as creator, Sir.39.12-35
secunda, Tob.13.4
synusia, ... 15-24
succession of, 119-21
transpiration of, 118, 127
see also hemi-epiphytes,
 proto-epiphytes, epiphylla
 st., A., 269-70, 272-2
 t., A., Bern...

Judith, the name, Jdt.8.1
Justice, God's, Sir.35.12-20

Kingdom of God, Wis.6.20
Kittim, 1 Macc.1.1

Lysias, attack by, 1 Macc.3.27-4.35
Lysias, victory over, 2 Macc.11.1-15
Lysimachus, Ad.Est.11.1
Ladder of Tyre, 1 Macc.11.59
Law, the Mosaic, Sir.3.1-16
Laziness, Sir.22.1-18
Letter of Jeremiah, p. 205
Letters as a form of religious lit-
xi-xii
Leviathan, 2 Esd.6.49-52
Liberation, Sir.29.1-13
Liberals, 2.23-73
and the Apocrypha, p. xvi

- harmonious Harry, takes umbrage, 98
- Larrison, Professor Lancelot, 12
- Lartman, Carl, U.S. Zoologist, 67
- Lartog, Dirk, Dutch navigator, early landfall, 48
- Lawk, kills rabbit, 193
- hermit crabs, 145
- holes, suction in desert, 180
- Hollanders, early navigators, 48-49
- homestead, architecture, 121, 149
- honey-ants, 13, 172
- hospitality, of bush, 122, 183, 185
- Howards, of Nullagine, 165
- Hunter, Capt. John, colonial governor, 170

sea, 25
Hotel, Marble Bar, 162
grants, shoot small birds, 169
issuance, jewellery, 138
shooter, 43, 65; dislikes snakes,
graduates, 99; biggest swag, 110;
7; disconcerted, 108; dislikes
"Eastern Staters", 104;
41

[illegible]

The character of
 related to wombat, 185
 blue winged, 90; a grave bird, 165
 laughing, 90, 169
 Donalds Station, 182-183
 fossil, 19
 Bay, 140

Labillardiere, J. J. H., French navigator, 73
Lacpede Islands, 78
Ladies, for hire, 94; for sale, 94; indignant, 179
Lady, in our company, 177; in better company, 182
in previous company, 178; in willy-willy, 114

est, 38
forest, Australian, 369, 370
103
on *zwageri* consociation, 35, 43, 258-9
C., 145, 162, 164 (Fig. 2)
e. 10.

CONTENTS :	PAGE
Next Meeting - - - - -	46
August Meeting - - - - -	46
New Members - - - - -	49
Canberra Meeting 9 August 1983	
John Simkin - - - - -	49
Retrospective Periodicals Index - - - - -	51
Workshops for Editors - - - - -	51
Society of Indexers Conference	
Jean Hagger - - - - -	52
Book Reviews - Indexes Mentioned - - - - -	53
Reviews - - - - -	56
Letters to the Editor - - - - -	60
Newsletter February 1984 issue - - - - -	65

AUSTRALIAN SOCIETY OF INDEXERS Postal Address: G.P.O. Box 1251L,
MELBOURNE, 3001,
Victoria.

OFFICE BEARERS FOR 1983

<u>PRESIDENT</u> :	John SIMKIN	Moorabbin City Library, 161 Jasper Road, Bentleigh, 3204 Ph: 557 2815
<u>VICE PRESIDENT</u> :	Jean HAGGER	Ph: 88 5780
<u>SECRETARY</u> :	Jennifer CHALLIS	State Library of Victoria, Swanston Street, Melbourne, 3000 Ph: 669 9037 (work) 818 2089 (home)
<u>TREASURER</u> :	Joyce KORN	Ph: 602 4466
<u>COMMITTEE</u> :	Peter DAWE Vera WICKS	Ph: 418 7333 Ph: 819 1014
<u>Ex Officio</u> :		
<u>Minute Secretary</u> :	Mary KENNEDY	Ph: 819 2444
<u>Chairman, Panel of Assessors</u> :	George LEVICK	Ph: 418 7333
<u>Editor</u> :	John THAWLEY	Ph: 418 7333

All material appearing in the *Newsletter* is subject to copyright but may be reproduced for non-commercial purposes, provided that appropriate acknowledgement is made.

This publication is indexed and abstracted by ACHLIS (Australian Clearing House for Library and Information Science) for AEI and LISA U.K.

NEXT MEETING

The last meeting for 1983 will be held on 17 November at CSIRO, East Melbourne. At that meeting Margaret Jackson, a Chartered Accountant, will present a talk on accounting aspects of freelance work. Margaret, who is a partner in a Melbourne based firm of accountants, has considerable experience dealing with publishers and recently addressed a meeting of the Society of Editors.

The Editor apologises for the late appearance of this issue of the *Newsletter* although notices about the forthcoming meeting have been forwarded to Melbourne based members.

* * * * *

AUGUST MEETING

The few members who attended our August meeting heard an entertaining and informative talk by Mr Edward Johnson, who was appointed jointly by the Departments of Librarianship and of Administrative Studies as Visiting Fellow in Information Management for 1983.

Mr Johnson was formerly Chief of the Bureau of Archives and Records in Florida and the Director, Evaluation Division, of the National Archives and Records Service. He directed a vital records programme for the Office of Civil and Defence Mobilisation — an operation which selected and preserved information essential to the conduct of emergency operations and the re-establishment of normal operations after an emergency. This programme has since been used after natural disasters including tornadoes, floods and fires.

Mr Johnson has also directed university research, aimed at developing model legislation, for use by State Governments in establishing records programmes and vital records requirements. He taught records management in the Universities of Tehran (in the sixties when Iran was relatively quiet) and Florida, where he was Adjunct Professor of Archives and Record Management.

In 1978 he directed the Archives and Records Management Task Force for the President of the United States Reorganisation Project, for the General Services Administration. For this work he received a Presidential Certificate of Appreciation.

Among the other awards and citations Mr Johnson has received are the Outstanding Performance Award General Services Administration 1962 and 1963, the Emmet Leehy Award for outstanding contributions to the advancement of information and records management profession in 1976 and a Fellow Award from the American Society of Archivists.

NOTES ON MR JOHNSON'S ADDRESS

We were welcomed to the 23rd Century: what is happening now was 1930's science fiction. At that time, he was associated with the first large scale punched card operation, a U.S. Government project for registering aliens; it used 60 million cards, constantly updated by 240 people working in 3 shifts.

In the 1950's the first commercial saleable computer, UNIVAC, was used by the U.S. Census Bureau. It was "huge, hot and always blowing tubes", and based on knowledge developed from defence systems it was the wonder of its time.

Also in the 1950's, the U.S. Justice Department saw computers as accounting machines to control money and budgets, and made the mistake of failing to see them as a means of controlling information — despite Ed Johnson's efforts at persuasion.

The first microprocessor was built in 1972; it took 2-3 years to perfect and was not on sale until 1975-76; now it is made by all computer manufacturers.

The multi-media office is made possible by the use of a common language for its machines, based on binary digits; microprocessors provide the power. Electronic mail also uses binary digits and in 5 years time there will be a means of processing speech. The optical disc is a digitised approach to storing graphic information such as documents and correspondence. (Its importance was emphasised later in the talk when Mr Johnson spoke of its value in the retrieval of "evidentiary" information, in the form of documents, for which there continues to be a need despite the "paperless" office.)

Mr Johnson emphasised that information is a resource. The U.S. Federal Paperwork Commission in its report in 1977 used the term "Information resources management" and saw information as a resource as much as the "three M's — men, money, material". When first set up, the Commission had not distinguished between paper, now seen as the enemy, and what was on the paper, namely information. However, it was realised that information has resource characteristics: it costs money to create, uses other resources to create it, and involves a transfer of energy. The Commission recommended that information be budgeted for. The difficulty here is that most of the costs are hidden until identified as information costs.

Salesmen's reports can be an example of hidden information costs, because to submit them individuals must stop work to write them, but management may ask for reports without considering this. A Post Office reports control study found that only one quarter of the yearly output of reports could be read, if everyone did nothing but read reports: no analysis had been made as to what was actually needed, as managers had followed their predecessors in these decisions.

In defining information, Mr Johnson distinguished between two levels of computer information — "intelligence" and "evidence". Computer information as intelligence gives the current status or future projections; as evidence, it gives information in graphic form which can be used as evidentiary proof, which is a basic need. A purely data based information system cannot supply this; a document based system is needed as well. For retrieval of "evidentiary" information we must have a common set of identifiers, i.e. a single language, and an index.

There is an "information crisis" caused by the increase in the volume of information: 75 per cent of what is available today was created in the last 20 years, and the volume will double every ten years. The causes are :

- (1) Production has been on demand, with no constraint of value: in one on-line programme, only 12 per cent of material available was accessed in a year;
- (2) Technology is seen as the answer to all problems, and management has abdicated from making decisions, leaving these to the technicians;

- (3) Management changes at the whim of successive administrators; there is no effective continuing management.
- (4) Management is crisis oriented and does not deal with continuing inefficiencies until they cause a crisis.
- (5) Excess is acceptable: "more" is preferred to "not enough" and no attempt is made to define "enough".

The costs of information are rising, as offices become more information oriented, and "paperwork" now takes about 70 per cent of office costs. The proportion of blue to white collar workers has changed, from 5:1 fifty years ago to 1:1 — in five years it will be 1:5. Office costs are doubling every 6 years, at 12-15 per cent yearly. Control of these costs will be control of information costs, but at present we lack intellectual control of information in our lack of expertise to make the systems work, lack of emphasis on documentary evidence, and poor indexing for the retrieval of information.

The best new medium for storing information is the optical disc, which can hold up to 54,000 documents on one side. To be retrieved, the documents must be classified and indexed, and need exact descriptors.

Fibre optics and lasers will mean even higher speeds of creating documentary information, and lower costs of storing it, but this will make retrieval more expensive unless our methods become very sophisticated. The next 10-15 years will see revolutionary, not evolutionary, changes.

DISCUSSION

Peter Dawe asked Ed Johnson to elaborate on the 12 per cent use of available records in one on-line system. Ed described Florida's system of incorporation of companies and pointed out that each record is updated yearly on-line but that only the current year's entries, at that time 12 per cent, were ever used. In addition, no filing rules were used in alphabetising names of companies. He advised that only the current year needed to be available on-line and that the *ALA filing rules* should be applied.

Peter Dawe raised the question of whether the indexing of information would continue to be basically a human exercise or whether machines would play a more important role. Ed commented that he had seen a software programme which provides full text analysis but that the human element will still be needed to decide how to classify for retrieval. It was up to us to decide what is junk and what is necessary to keep. Files are still being used for getting rid of things and filing is still being given to the untrained, less able, newest recruits or lowest paid people. Filing hides their mistakes and management only feels involved with files when what is wanted cannot be located. He stressed the importance of convincing management of the importance of files and indexing.

In response to a question on how the people who do the filing should be trained, Ed pointed out that courses at RMIT in Librarianship and in Business Administration are to have this component but they are only at the stage of stressing importance. The real problem is to make management aware of the issues involved.

* * * * *

NEW MEMBERS

The Society welcomes the following new members :-

Dr M. Bowen	Publishing Section, AGPS, P.O. Box 84, Canberra, A.C.T. 2600
Ms M. Brennan	79 Monaro Crescent, Manuka, A.C.T. 2603
Ms A. Chuah	31 John Street, Clifton Hill, Vic. 3068
Mrs W. Collins	2/187 The Boulevard, Ivanhoe, Vic. 3079
Mrs B. Colville	27 Boronia Road, Vermont, Vic. 3133
Ms G. Cresp	1 Lantana Court, Frankston, Vic. 3199
Ms M. Duke	C/o State Library of Victoria, 382 Swanston Street, Melbourne, Vic. 3000
Mrs E. Hay	Deakin University, Waurm Ponds, Vic. 3217
Ms J. Hill	8 Hardy Street, South Yarra, Vic. 3141
Ms M. H. Hoare	P.O. Box 97, New Cascade Road, Norfolk Island, 2899
Ms M. Imprey	Frankston City Library, Central Park, Frankston, Vic. 3199
Mr M. Johnson	34 Heydon Avenue, Warrawee, N.S.W. 2074
Ms H. Johnstone	8/21 McGinness Street, Scullin, A.C.T. 2614
Ms K. McRobert	66 Canterbury Street, Flemington, Vic. 3031
Mrs P. Sohler	P.O. Box 22, Torrens, A.C.T. 2607
Ms D. Wilmott	R.S.D. Beremboke via Ballan, Vic. 3342

* * * * *

AUSTRALIAN SOCIETY OF INDEXERS
CANBERRA MEETING 9 AUGUST 1983

Peter Dawe and I took the opportunity of our visit to Canberra for the Council Meeting of AACOBS, to call a meeting of ACT members of the Society and others interested in indexing. The meeting was held in the Conference Room of the National Library and 26 people attended. A committee of three members was appointed to co-ordinate future activities in the area. After

introductions by name and affiliation, I presented a brief account of the Society, its activities and hopes for the future.

In discussing what the Society can do for Canberra members, emphasis was placed on courses in indexing. Three levels of course were identified :

- . basic courses
- . advanced courses
- . specialist courses

On a head count, eleven people stated interest in courses. Of these, seven wished for a basic course. Several avenues for publicizing such a basic course were identified. As to target groups there was discussion of the library community which can be contacted through employer institutions, the AACOBS Regional Committee and the Library Association of Australia Branch, and publishers, government department publication officers, the Canberra and District Historical Society and other bodies. Those present predicted very active response to local advertising of a basic course.

Dr Nancy Lane, Head of the School of Librarianship, Canberra College of Advanced Education, indicated the willingness of the School to co-operate in mounting the course. She will remain in contact with the Canberra Committee of the Society in future planning.

The course could be mounted as a weekend workshop covering the same material as the Victorian course and presented by Michael Ramsden. Alternatively, a course could be developed by staff from CCAE running one evening a week over several weeks. It was assumed that, whichever pattern develops, it is desirable for the course to be comparable with the existing Victorian course as to length and content.

The meeting agreed that the presence of the Society in the Canberra area and especially as a body active in promoting indexing skills, would be important in raising awareness, particularly in government bodies, of the need for, and value of, those skills.

As to other activities in the area there was general agreement that the course is the best starting point and the development of a fuller programme will follow naturally as the Society's presence becomes more noticeable.

The members of the Committee in the A.C.T. are willing to act as contacts for members and intending members. They are :

Margaret Baggott, (convener)
Bibliographical Section,
National Library.
Tel. 62 1227

Edyth Binkowski,
Department of Classics,
Australian National University.
Tel. 81 2484 (afternoons)

Mary Doolan,
Education and Youth Affairs,
Department of Education.
Tel. 89 7031

John SIMKIN

* * * * *

RETROSPECTIVE PERIODICALS INDEX *

The Working Party on Bibliography of the Australian Advisory Council on Bibliographical Services has continued to investigate the possibility of preparing an index to Nineteenth Century Australian periodicals. The project now has three elements :

- (1) A list of Nineteenth Century periodicals. Mr D. H. Borchardt has agreed to compile a checklist.
- (2) An index to selected Nineteenth Century periodicals. Each Working Party member is to compile a list of periodicals which commenced before 1 January 1901, which they believe should be indexed. Large research libraries have also provided lists of titles recommended for indexing. From these lists, a short list of high priority titles will be compiled.
- (3) A checklist of periodicals which have already been fully or partially indexed. The Working Party is seeking the assistance of AACOBS members to identify existing indexes to Nineteenth Century periodicals. The Working Party has already asked university and State libraries and the South Australian Institute of Technology, Royal Melbourne Institute of Technology, Canberra College of Advanced Education, New South Wales Institute of Technology and Queensland Institute of Technology for information about any indexes which they have compiled, and a checklist of their reported titles is available from the Secretariat on request. The Working Party is anxious to learn of indexes to Nineteenth Century periodicals which have been compiled by other libraries and institutions.

If you can help please contact :

Ms Susan Magnay,
AACOBS,
C/o National Library of Australia,
Canberra, A.C.T. 2600
Tel. (062) 62 1642

* (Reprinted from AACOBS *Newsletter* Vol. 3, No. 3 July 1983)

* * * * *

WORKSHOPS FOR EDITORS

The Society of Editors in Victoria is planning a series of training workshops for editors. Proposed topics for the year's programme are :

Copy Editing ;
Editor/Designer Liaison ;
Proofreading ;
Basic Typography and Book Design ;
Scheduling and Costing.

The first workshop was held on Saturday 15 October on the topic of Copy Editing. The second will be on Editor/Designer Liaison, and is to be held on Saturday 19 November from 1-5 p.m. at the Council of Adult Education Conference Centre, Melbourne.

The cost of the workshops is \$10 for Society of Editors members, \$15 for non-members. For further information and application forms, please ring Teresa Pitt (241 9901) or write to :

Society of Editors Workshops,
P.O. Box 176,
Carlton South, Vic. 3053

* * * * *

SOCIETY OF INDEXERS CONFERENCE

The 1983 Weekend Conference of the Society of Indexers, 8-10 July, was held at Churchill Hall, a residential college of the University of Bristol. There were 54 participants, the following countries being represented : Australia (1), Canada (2), France (1), Ireland (1), West Germany (2), United Kingdom (44), United States (3).

The Conference opened with a reception hosted by Sir Alec Merrison, Vice Chancellor of the University of Bristol. During the reception, the 1982 Wheatley Medal and the Carey Award were presented.

The title of the programme was "New horizons in indexing" and the panel of speakers presented various aspects of this theme. The opening address was given by Dr David Crystal, Professor of Linguistic Science, University of Reading. In his paper "Linguistic horizons", he spoke about developments in the field resulting mainly from the work of Chomsky and, particularly in the discussion which followed, related some of these to problems in indexing. He spoke of the advantages of lexemes, i.e. units of meaning which bring related words together, e.g. aunts and uncles, a technique not possible in an alphabetical sequence. Dr Crystal spoke from experience, having indexed his own works and at present engaged in preparing an index for a new edition of a large standard work on linguistics.

Unfortunately, because of a minor dental crisis, I missed the first paper on Saturday morning, "Animal, vegetable or mineral? Cataloguing and indexing in the Natural History Unit Film Library", presented by Mrs R. Crane, Film Librarian of the BBC Natural History Unit. The second paper for the morning was presented by Mr Robert Fraser, Editor of *Keesing's contemporary archives*, the title being "New aids to cumulative periodical indexing". Having described the operations involved in the production of the content of *Keesing's*, Mr Fraser went on to explain how the computer was being used to prepare the several indexes. Future developments are envisaged which will result in cumulations covering longer periods and the facility of on-line access to the data base.

Saturday afternoon was free and I took advantage of the kind offer of Mrs Judy Batchelor to renew my acquaintance with the lovely city of Bath.

Dr John Chandler, Local Studies Officer, Wiltshire Library and Museum Service, presented the next paper on a topic which is of much interest to some of the members of AusSI, "Indexes for local and family history". He spoke of the problems of using local histories, many with no indexes and others with inadequate indexes often prepared by the authors of the text. He outlined work being done on indexing local newspapers and, mainly in the discussion which followed, the services available to genealogists, such as the data file maintained by the Church of the Latter Day Saints in Utah, U.S.A.

On Sunday morning, we began with a "show and tell" session, presented by Dr A. Campbell Purton, Mr Hilary Calvert and Mrs Drusilla Calvert, all members of the Society of Indexers Technology Working Party. In the session entitled "Micro indexing on a micro budget", Dr Purton demonstrated his COMDEX indexing program and Mr and Mrs Calvert demonstrated their MICREX and MACREX programmes. Needless to say, many searching questions were asked by those whose experience had been restricted to manually produced indexes (the majority of the audience) and it seemed as though the computer had the answers to all the problems!

The programme finished on a bright note, with a paper "See also tranquilisers" presented by Mr Paul Barnett, author, editor and indexer. As a writer of non-fiction, he makes much use of indexes, many of which he finds inadequate, to say the least. He urged his audience to boycott books with bad indexes, to draw the attention of both writers and publishers to the importance of a good index. He then turned to the future and concluded that, in a world influenced by the developments of tachyon physics, it would be possible to index books before they have been written!

The Society graciously acknowledged the presence of representatives of its affiliated societies by asking Mr Peter Grey, from the Indexing and Abstracting Society of Canada, and myself, from the Australian Society of Indexers, to chair the two Sunday morning sessions.

Arrangements for the Conference, both the accommodation of the participants and the venues of the sessions, had been made with much care by members of the Society located in the vicinity of Bristol. Opportunities to meet informally over meals and mid-session breaks made the Conference a pleasant social occasion as well as a most stimulating professional one.

Jean HAGGER

* * * * *

BOOK REVIEWS - INDEXES MENTIONED

ADAMS, John D., comp. *The Victorian historical journal index*. Vols. 39 to 50, issue nos. 151 to 198, 1698-1979. Royal Historical Society of Victoria. Reviewed by Annette Potts, *Australian historical bibliography*, No. 8, May 1983.

"Composed on a typewriter and produced without the advantage of bold type, the latest cumulative index to the Victorian historical journal is more difficult to use than the earlier two, for vols. 1 to 25 (1911-1954) and vols. 26 to 38 (1954-1967), but still very welcome. Other publishers of history journals please take note".

ALDERMAN, Belle Y. *Resources for young people : a guide to national and local collections in the A.C.T.* Canberra College of Advanced Education. Reviewed by David J. Jones, *Incite*, Vol. 4, no. 14, 5 August 1983.
" . . . it has a very full subject index".

ANSELL, L. J. *Register of church archives*. Church Archivists' Society. Reviewed by Annette Potts, *Australian historical bibliography*, No. 8, May 1983.

"The editor is to be commended for making the material accessible through a 17 page index, an indispensable aid to the user of such compilations".

AUSTRALIAN Institute of Multicultural Affairs. *The disabled migrant in Australia*. The Institute. Reviewed by Jessica Hillman, *Australian academic and research libraries*, Vol. 14, no. 3, September, 1983.

"One cannot but feel, however, that a subject index, which at the very least permitted access to items on specific ethnic groups, would have been invaluable in a work of this nature".

BRECKWOLDT, Roland. *Wildlife in the home paddock : nature conservation for Australian farmers*. Angus & Robertson. Reviewed by Matthew Salas, *Australian book review*, No. 53, August 1983.

"Its value as a general reference text is enhanced by a comprehensive index".

BRITISH Library. *Research in British universities, polytechnics and colleges*. British Library Lending Division. Reviewed by David J. Jones, *Incite*, Vol. 4, no. 16, 16 September 1983.

"There is a comprehensive name index, and an excellent keyword subject index".

CAMPBELL, Jean. *Australian watercolour painters 1780-1980*. Rigby. Reviewed by Joyce McGrath, *Australian book review*, No. 54, September 1983.

"The weakness in the structure of the book is that the index does not include page references to artists in the biographical section, nor to the illustrations".

CASSON, M. *Occupational health and safety in Australia; a guide to sources of information*. Teckpress. Reviewed by D. H. Borchardt, *Australian historical bibliography*, No. 8, May 1983.

"There is an index, somewhat overburdened with typographical emphasis".

COX, Jane and Timothy Padfield. *Tracing your ancestors in the Public Record Office*. HMSO. Reviewed by David J. Jones, *Incite*, Vol. 4, no. 14, 5 August 1983.

"The lack of an index is an annoyance, but the very full contents list is some consolation".

DOW, Hume. *Memories of Melbourne University : undergraduate life in, the years since 1917*. Hutchinson. Reviewed by Noel Hawken. *The Herald*, October 20 1983.

"Mr. Dow, a reader in English at Melbourne, deserves, for not having provided an index to his book, a punishment equivalent in modern times to the one-time device of tossing unsatisfactory characters fully-clothed into the then-existing university lake".

EDWARDS, P. G. *Prime ministers and diplomats : the making of Australian foreign policy, 1901-1949*. Oxford University Press. Reviewed by Joseph M. Siracusa, *Australian book review*, No. 53, August 1983.

" . . . the rest of the book is turned over to notes, bibliography and an adequate index".

FITZPATRICK, Georgina, comp. *Religion in Australian life : a bibliography of social research*. Australian Association for the Study of Religions and National Catholic Research Council. Reviewed by G. R. Triffitt, *Australian historical bibliography*, No. 8, May 1983.

"There is an author index but no subject index; however the subject classification system, described in detail in the introduction, helps to overcome that deficiency".

GOLDSTEIN-JACKSON, Kevin. *The dictionary of essential quotations*. Croom Helm. Reviewed by Buzz Kennedy, *The Australian*, 6-7 August 1983.

" . . . this well-indexed and well-devised book".

JONES, David J., comp. *The Australian librarian's manual. Volume 1*, compiled and edited by David J. Jones. Library Association of Australia. Reviewed by Lyn McCullagh, *Incite*, Vol. 4, no. 14, 5 August 1983.

"The arrangement is complicated but the contents list is particularly detailed and is supported by a comprehensive index. It succeeds as a ready reference and is also enjoyable to browse through".

Reviewed by Doreen Goodman, *Australian academic and research libraries*, Vol. 14, no. 3, September 1983.

"Certainly the exhaustive index is an effective and efficient tool for displaying the contents of the documents, but the general arrangement tends to obscure rather than display information whether for browsing or whether 'quickly' is the operative word".

LUBITZ, Wolfgang. *Trotsky bibliography*. Saur. Reviewed by David J. Jones, *Incite*, Vol. 4, no. 14, 5 August 1983.

"Arrangement is alphabetical by main entry, and there are name/subject, source, series, dissertation and chronological indexes. The introduction is in English and in German, but the name/subject index is in German only, as is the terminology used within entries in the bibliography — one hopes that this will not be too great a handicap for Trotsky scholars. It will certainly be a nuisance for librarians who have no German".

McLAREN, Ian F. *Marcus Clarke, an annotated bibliography*. Library Council of Victoria. Reviewed by D. H. Borchardt, *Australian academic and research libraries*, Vol. 14, no. 3, September 1983.

"A detailed contents list and two indexes facilitate the use of this huge compilation. The first index shows publications by Marcus Clarke under title; the second index lists 'General Clarke references'".

Reviewed by Chris Tiffin. *Australian book review*, No. 53, August 1983.

"There are two indexes, one to Clarke's publications and one which takes in publishers, reviewers, historical figures and events, journals, critics and selected subject headings . . . Inevitably, users will find the occasional errors — (John McLaren's 1980 *Westerly* article is misdated in item 2743 and he doesn't make the index, while Mark Twain makes the index but without the number of the item in which he appears".

McLAREN, John, ed. *A nation apart : essays in honour of Andrew Fabinyi. Personal views of Australia in the Eighties*. Longman Cheshire. Reviewed by John Hanrahan, *The Age*, 13 August 1983.

"There is an impressive index in this beautifully produced book and it gives a very good indication of the range covered".

MONEY, Keith. *Anna Pavlova, her life and art*. Collins. Reviewed by Geoffrey Hutton, *The Age*, 23 July 1983.

"Only one thing disappoints me about this splendid book: that the index omits Pavlova and her career entirely. Browsing through it again, as I shall, I would like a few signposts. Perhaps later editions will fill the gap; I imagine there will be more".

MONIE, Joanna. *Victorian history and politics : European settlement to 1939; a survey of the literature*. Borchardt Library, La Trobe University. Reviewed by F. K. Crowley, *Australian historical bibliography*, No. 8, May 1983.

"It is equipped with two substantial indexes, one of persons and one of subjects . . . and the latter should be a useful model for the indexing profession".

Reviewed by Chris Hurley, *Australian academic and research libraries*, Vol. 14, no. 3, September 1983.

"A well set out Contents List . . . and an excellent Index overcome any shortcomings".

PEPYS, Samuel. *The diary of Samuel Pepys : Vols X, Companion and XI Index*, edited by R. C. Latham and W. Matthews. Bell and Hyman. Reviewed by L. R. Gardiner, *The Age*, 17 September 1983.

"The Index volume runs impressively over 340 pages. It includes revisions and corrections to the Diary's text extracted from not always clear shorthand and other abbreviations. Exactness and completeness, the aims of the earlier nine volumes, persist to the end. Wry examples of entries are AGRICULTURE, Pepy's exhortations on harvest, calf-raising, fall in vents, cultivation of tobacco, flax, failure of gentry to export corn; CHURCH OF ENGLAND (see also christenings, funerals . . .); and ROMAN CATHOLICISM (see also Religion). The Index precisely signposts the whole 'Diary'. The editors would have failed if their supporting structure had buried the voice of Pepy's. They emerge triumphant".

RADFORD, Wilma, comp. *Guide to Australian reference books : humanities*. Library Association of Australia. Reviewed by Ida Vincent, *Incite*, Vol. 4, no. 14, 5 August 1983.

"Arrangement is by fairly broad subject headings, with an author-title-subject index . . . The subject indexing is welcome, but it could have been more detailed and more analytical. For example, the entry at 'music' does not refer to Ozarts, *Performing arts yearbook of Australia* or *Ethnic arts directory*; there are no index entries for 'jazz' or 'rock'. Miss Radford wants readers to learn from scanning the pages as well as using sub-headings and index, and so they would: but human nature being what it is, some readers will miss unindexed information".

SOCIETY of Australian Genealogists. *Guide to the library*. The Society. Reviewed by Frances Brown, *Australian historical bibliography*, No. 8, May 1983.

"The lack of an index to the *Guide* makes these limitations of the contents listing more important, and a problem for potential users of the library".

STAPLETON, Michael. *The Cambridge guide to English literature*. Cambridge University Press. Reviewed by Michael Costigan, *The Australian*, 23-24 July 1983.

"Footnotes are avoided and the book lacks an index and a table of contents, but these omissions are consistent with the publishers' wish to provide an uncluttered reference work for both the general reader and the student. The cross-referencing is adequate and entries can easily be located by anybody familiar with the alphabet".

SWINBOURNE, Robert F. G. *Years on endeavour : an historical record of the nurseries, nurserymen, seedsmen, and horticultural retail outlets of South Australia*. South Australian Association of Nurserymen. Reviewed by Rosemary Polya, *Australian historical bibliography*, No. 8, May 1983.

"This book is well indexed".

* * * * *

REVIEWS

The Macquarie book of events. Devised and edited by Bryce Fraser. McMahon's Point, N.S.W., Macquarie Library, 1983.

In one of the many advertisements for this work, it is stated that the *Macquarie book of events* is a "unique source of reference for every important event that has ever taken place in Australia". The cover claims that it treats "10,000 events that shaped Australia". These objectives are unquestionably praiseworthy and it is not the purpose of this review to be critical of them.

Obviously, in a work of this kind, contributors had to make a choice of items to be included and, inevitably, each user will be dissatisfied with some aspect of the result. Librarians will be flattered to find that one of the "events that shaped Australia" was the reconstitution of the Australian Institute of Librarians as the Library Association of Australia. Many others, including some librarians, will be dismayed to find that the first visit of an Australian cricket team to England in 1868 was not considered worthy of mention. Indeed, in the section on sport, there are no entries relating to either cricket, football or tennis. Rather, the concern of this review is with claims such as the following: "the work provides 'answers in seconds, not hours'; it gives 'immediate answers to the question - when did it happen'".

The Introduction states that the user has "three useful guides — the Table of Contents, the Subject Index and the Introductory Boxes at the beginning of each chapter". The "drill" for exploiting these "useful guides" is not spelled out anywhere in the work, but it seems to be as follows :

- (1) Look for the subject of the sought event in the Subject Index, choosing first the most specific term then, if unsuccessful, proceeding to more general terms.
- (2) If a promising term is found, the user is directed not to a page or pages on which the term occurs but to a section or sections in which the event is treated. For example, the entry for Aluminium reads -

Aluminium (this is in heavy type)
Manufacturing 177
Mining 186

Such sections may occupy a number of pages of text but the search for the wanted item can be narrowed quite readily if the user has some idea of the date of the event because the material is arranged in chronological order.

- (3) The "Introductory Boxes" refer the user to other sections containing related material; in the testing of the Index described below, these were not found to be useful.

The paragraph in the Introduction concerning the Subject Index is quoted in full:

The Index has been designed to help the reader find a specific entry. Because of the large volume of information in *The Macquarie Book of Events* and the fact that many words, "wool" for instance, recur again and again, it was concluded that a conventional index would be too combersome for practical use. The Index, therefore, is a Subject Index which lists chapters where entries on a particular subject will be found.

So far, so good. However, the crucial factor is the selection of terms to cover the "particular subjects". The text covering the 10,000 events occupies 603 pages. To cope with the indexing of these, only 177 subject headings have been used. There are no personal name entries and the only geographic names included are those for former and present territories, from Christmas Island to Nauru. The criteria used in the selection of subject terms are not discernible; Myxomatosis appears but not Phylloxera, Atomic Energy but not Solar Energy, Trams but not Trains, Eureka Stockade but not Gallipoli. In all these cases, the second of the two subjects is treated as exhaustively as the first.

The Editor expresses his views on references in the text in his Introduction:

Cross-references are not used because it is irritating to find something only to be referred to another page. Where warranted, information is included in more than one chapter.

One can only assume that the indexer shared the editor's views. The only references used are from 7 terms, including Elections, Prime Ministers and Referenda to Politics, and from Sheep to Wool. Cattle, on the other hand, has its own entry. There are few instances of information being included in more than one place. For example, the heading "Franchise" is used (as one of the references to Politics) but there is no entry for Voting, surely the more widely used term.

The claim that answers to questions are available in "seconds, not hours" was tested by using a group of inquirers consisting of a primary school student, a tertiary student and an academic, all named in advertisements as target groups. First, questions used in advertisements were used. For most of these, there were no problems. For example, to find the answer to the question "When was Ned Kelly hanged?", the obvious Index entry is Bushrangers. This entry shows that the event is included in the section Crime and Law Enforcement and, assuming that one has a rough idea of the date, the answer is not hard to find. The only advertisement question which all users found difficult was "When was Australia's first ale brewed?" In most cases, the events were highlighted in the text by the use of boxes and the answers practically leapt from the pages.

Further tests were made by asking the users to find answers to questions devised both by the reviewer and by themselves. In most of these cases, the answers were certainly not found in seconds. The one requiring the most tedious hunting was "When did women first get the vote in Australia?" There are no entries in the Index for Women or for Voting (and not one of the group thought to look for the term Franchise). The obvious section in the Table of Contents is Politics but, to find the answer to the question, one has to look through 6 of the 7 subdivisions, a matter of some 60 pages, as the franchising of women occurred at different times in different States. Certainly, the answer was found easily, but not quickly.

It may well be that, as the Editor and the Indexer claim, in a work of this nature a conventional index would not be suitable. There is no intrinsic reason why the unconventional solution offered should not work reasonably well; this was demonstrated by the tests described above. The reasons for the failures of the index are extrinsic, the inadequate work of the indexer. The provision of entries and references is niggardly; this may have been the result of an editorial decision to limit the size of the index. If this is so, the Editor must take the blame. For the lack of consistency in the choice of subjects to be included in the index, the indexer must accept the responsibility. It is a great pity that a work with so much potential for interest and usefulness should be so poorly served by its index. Mercifully, the indexer is not named.

Two test questions for readers of this review: "When was ale first brewed in Australia?" and "When did the Australian Institute of Librarians become the Library Association of Australia?"

Jean HAGGER

Australian leisure index 1983 Volume 2, April 1983. ACHPIRST Publications, Melbourne. 1983 subscription: in Australia \$70, overseas \$80
1982 cumulation: in Australia \$30, overseas \$35

Available from ACHPIRST Publications FIT Library, P.O. Box 64,
Footscray, Vic. 3011.

The *Australian leisure index 1983* provides a comprehensive index to material on sport, recreation, and related topics in Australia, and material by Australians overseas on leisure. It is issued three times a year; the April and August issues contain over 1,000 entries each, with the December issue being an annual cumulation. Each issue includes a contents page supported by comprehensive subject and author indexes.

The publishers, ACHPIRST (Australian Clearing House for Publications in Recreation, Sport and Tourism) have coupled the *Australian leisure index* with the *Australian leisure bibliography* to form *Leisureline*, an online file on the Australian Information Network AUSINET. The range of material covered is quite extensive and includes journals, newsletters, newspapers, books, reports, theses and other items from government departments, academic institutions, organizations or individuals, and audiovisual items. Most documents are available from ACHPIRST.

The work is divided into three broad subject areas, covering recreation, sport and tourism. These are further broken into specific topics and activities. Each entry contains a sequential number, a Leis number, for document location at ACHPIRST, a bibliographic citation and in most cases an abstract. This is followed by subject descriptors and a level of document statement. There are three levels of document — advanced, intermediate and basic. Advanced indicates that the document cited is original research or study in a medical, scientific, historical, or social aspect. A basic level of document is either descriptive or narrative. The intermediate level is not defined but is presumably somewhere between advanced and basic. Abstracts are not provided for every entry; thus, where one is lacking, a user of the index must rely on the descriptors and level of document statement to ascertain the worth of an entry for their area of study.

Ease of browsing through the index within topic areas varies depending on the topic. In the "Individual and Grouped Sports" subject area, Australian football, Football, Rugby League, and Rugby Union are all given separate sections whereas documents on canoeing, surfing, sailing, SCUBA diving, water skiing and speed boating are all grouped under Watersports with a see also reference to Swimming. The same grouping of documents occurs with the section on Equestrian Sports, covering horse and harness racing, trail riding, saddlery and other equestrian activities. Within each section, the entries are arranged in alphabetical order by title, causing, for example, articles on sailing to be scattered throughout the six pages of information on Watersports. This form of arrangement does not facilitate casual browsing over the entries for searching articles on a particular activity, unless it is Football, or Basketball, or one of those activities specifically mentioned on the Contents page. In almost every instance entries have been allocated to appropriate sections, except for some entries in the Activities and Club section under Recreation. An article dealing with the history of the various techniques for resuscitation found in Activities and Clubs, and some other articles evaluating and comparing the performance of four wheel drive vehicles could have been more suitably placed.

This difficulty in browsing is amply compensated for in the subject index. The majority of entries have been given upwards of four descriptors, each descriptor has been included in the subject index, with the title and sequential number of the entry. The layout of the index with the subject entry outlined in bold type is quick and easy to use. In view of the arrangement of the entries in the index, and the comprehensive nature of

the subject index, users of the index would be better advised to search for relevant articles via the subject index. The author index lists the sequential number of an article after the author's name.

The 1983 January to April issues of APAIS were scanned to check on the duplication of information between the *Australian leisure index* and APAIS. It is an indication of the gap that the index is filling that there was no duplication of entries. The topics that were checked included yachting, the Americas Cup, motor vehicles, recreation, and equestrian activities. The most recently published entry in the index was for March 1983; this compares to an article published in February 1983 that was cited in the April issue of APAIS. Similarly to APAIS, copies of documents indexed are available from ACHPIRST, either direct using copies of the forms supplied with the index, or via inter-library loan. Monographs and other substantial publications are not available for loan. The cost of the index is comparable to APAIS, being five or so dollars higher in price. As a reference tool the *Australian leisure index* should prove to be a valuable asset to any Public Library and to those libraries that cover any aspect of recreation, sport and leisure in Australia.

Karen HARRIS
Deputy Reference Librarian
Central Library (CILES)
CSIRO

* * * * *

LETTERS TO THE EDITOR

Dear Mr. Thawley,

AUSTRALIAN SCIENCE INDEX

CSIRO has decided to cease publication of the *Australian Science Index* (ASI). A copy of the announcement is attached.

The decision was influenced by the very tight resource situation which we are facing. In addition, and as the announcement indicates, the fact that more than 60% of the ASI coverage is duplicated by specialist Australian databases had to be taken into account. Further, we are aware of the widespread use of on-line systems for searching overseas databases by the Australian scientific and technological community.

We are very mindful of the need for a general Australian science and technology index and we do hope that it may be possible to meet this in ways which are novel and also less demanding on our resources.

Yours sincerely,

Clyde GARROW
Manager
CENTRAL INFORMATION SERVICE

19 September 1983

A N N O U N C E M E N T

AUSTRALIAN SCIENCE INDEX (ASI) TO CEASE PUBLICATION

CSIRO is to cease publication of the Australian Science Index (ASI). The annual cumulation for 1983 (Volume 27, Nos. 1-12) will be issued in January 1984 and further publication of the Index and cumulation of the ASI database will cease from that date.

The Index has provided users with a valuable bibliographic tool since it started in 1957; however, there is a world-wide trend away from general databases and towards specialist ones. It is now considered that the majority of ASI users can have their needs met by a range of specialised Australian databases which have been established in recent years in the main fields of science and technology. These databases, which cover such fields as agriculture, earth sciences, water research, road research, transport and engineering now account for more than 60 per cent of the items in ASI.

The cessation of work on the ASI will free valuable resources that can be used to better effect to assist production of key databases for which CSIRO is responsible such as CSIRO Index and the Australian Bibliography of Agriculture. It will also allow CSIRO to undertake new initiatives which will be of benefit to Australian users of scientific and technical information.

CSIRO regrets any inconvenience to those who have been users of ASI.

Clyde GARROW
Manager
CENTRAL INFORMATION SERVICE

Dear Editor,

Thanks for printing my article in the *Newsletter*. It looked quite good, seeing it again some seven months later. Would you be kind enough to point out that the fee increases were referred to in the May 1983 issue. Naturally this was too late for me to include in my article written in December 1982. The impression given in your editorial note is that I am not an "assiduous reader" of the *Newsletter*. I assure you I am. As I am in Sydney it is my sole means of communication with the Society.

I should also point out that the title was not mine. I'd have preferred a title which left the sex of the indexer indeterminate.

Yours,

Jeremy FISHER
Publishing and Indexing Services
Forest Lodge, N.S.W.

Dear Editor,

I am writing to let you know that two members of AusSI, Alan Walker and Jeremy Fisher, recently presented a 3-hour seminar to about 40 members of the Editors, Sydney (a professional grouping of book and scholarly editors) which was very well received.

Walker and Fisher were asked to give the seminar as indexers; the seminar was one of a series of workshops designed to further the professional expertise of editors. The emphasis of the seminar was on back of the book indexing, but Alan Walker did talk about computer indexing — he has recently acquired a computer — and Jeremy Fisher briefly recounted his experience with the index to the forthcoming *Australian Encyclopaedia*.

The questions came thick and fast with editors presenting detailed problems and seeking advice on particular aspects of book indexing. The three hours flew by — in fact the seminar went overtime — and Walker and Fisher were gratified to receive many commendations for their work. It was particularly pleasing that so many editors were concerned about the quality of book indexing.

Yours faithfully,

Jeremy FISHER
Publishing and Indexing Services
Forest Lodge, N.S.W.

Dear John,

I noted with great interest the two articles concerning microcomputers and their application to indexing (in the August 1983 issue), but was perturbed to read that Sue Harvey considered the INDEX3 software (the forerunner of INDEX4 which was advertised in the same issue) "not practical for most AusSI members".

As I cannot recall having received any criticism of the system at the November 1981 demonstration (or subsequently), I would greatly appreciate Sue expanding her comment to include specific reasons.

I would then be in a position to respond to what unfortunately must appear to *Newsletter* readers as a negative one-sentence product review.

Yours sincerely,

Stephen LANSDOWN
Information Pathways
Black Rock.

Dear John,

In making my comment about Stephen Lansdown's indexing package I did not wish to denigrate the package in any way. But when I spoke to Stephen, admittedly some time ago, there were three areas which affected my decision about buying this package.

- (1) It wasn't generally available for sale. I think Stephen was interested in keeping close control over the package whilst it was still quite new. This seems to me to be very sensible;
- (2) it was machine dependent. In other words it was then limited to working only on the machine for which it was written. As well there was very little documentation available and any support would necessarily have been on a personal basis;
- (3) it was perhaps more complex than was necessary for many applications. This particularly relates to the typesetting commands which would not be needed in many applications.

Obviously since then Stephen has decided to make this package available and presumably has now made the system machine independent and provided the appropriate documentation.

I congratulate Stephen on his initiative and enterprise in writing this package and hope that it is used widely throughout Australia and the world.

Yours sincerely,

Sue HARVEY
Manager,
CRRERIS, CSIRO

Dear John,

Thank you for the opportunity to respond to Sue Harvey's letter.

Firstly, for the record, may I note that the INDEX4 program was produced by Richard Lansdowne, with additional utilities written by myself.

To answer the points raised in Sue's letter :

- (1) The package is, of course, now commercially available.
- (2) It will run on virtually any computer capable of operating under CP/M80 (probably the most widely used operating system in the world). Complete documentation is now available.
- (3) Although the program is moderately complex, this is necessary to enable the user to handle the variety of indexing tasks that he/she will undertake. INDEX4 is certainly far less complex to use than such widely acclaimed programs as Wordstar and DBase II.
The typesetting commands are in fact extremely simple. For example, text enclosed in square brackets is typeset in italics. This facility is particularly useful for any indexer supplying a floppy disk to a publisher.

If I may now return to Sue's most informative article wherein she mentioned that there are many different programs suitable for indexing tasks. Certainly this may be true if we include all those packages similar to the data-base programs mentioned, viz: DBase II, Maxi Manager, Notebook, Cardbox and PFS:File. However, Sue has inadvertently omitted to

differentiate sufficiently between those packages which may be suitable for textual data-base creation (if that be "indexing") and those suitable for traditional book and periodical indexing. My own research leads me to the conclusion that none of the data-base programs mentioned above is suitable for traditional indexing, and it is vital that prospective software purchasers be aware of this fact. For example, none of the packages is capable of producing a printout of an index in the traditional format, merging like entries, or even sorting a multi-level index correctly (to note but three basic requirements).

With regard to DocuMate/Plus, this program definitely does have interesting possibilities for the indexer. However, Sue may have been unaware that in order to use this package the complete text of the material to be indexed must be on the indexer's computer, and that each entry has to be imbedded within the text by the indexer. Thus, if there are eventually six references to a particular subject, the indexer will have typed the complete entry six times (ensuring that each entry is absolutely identical). The text is then passed through the program and an index "automatically" generated. Incidentally, DocuMate/Plus, and two similar programs, were reviewed in *Interface Age*, February 1983 (page 27).

My recommendation, therefore, to any indexer contemplating the purchase of a microcomputer (and currently engaged in traditional indexing) is to evaluate those few programs which have been specifically designed for that purpose, viz :

COMDEX	Dr A. C. Purton, Pear Tree Cottage, Poringland Road, Stoke Holy Cross, Norwich NR14 8NW (£70-£100 Tandy).
MICREX and MACREX	H. & D. Calvert, 38 Rochester Road, London, NW1 9JJ (£100- £150 CP/M)
MICROINDEX	Farestead Associates, 24 Astley Road, Hemel Hempstead, Herts. HP1 1AA (£85 Pet)
INDEX4	Data Access, P.O. Box 26, Black Rock, Victoria, 3193 (\$295 CP/M)

Finally, I would like to comment upon the Society's current recommended minimum fee for contract indexing, viz: \$1.65 per 1000 words of low information density (simple index, 5 items per 1000 words).

Since there appears to be a consensus within the Society that a registered indexer should :

- (a) be remunerated at a level equivalent to a CSIRO Scientific Services Officer Class 2 (salary range \$24,395-\$26,993; hours worked per day $7\frac{1}{2}$), and that the hourly rate derived therefrom (\$12.79-\$14.16) should be increased by 25% as a self-employment loading and by 14% for overheads, and
- (b) index approximately 7800 words per hour (low density material, simple index, 39 entries)

then is it not time for an increase of the recommended minimum fee, which, based on the above details, becomes \$17.78-\$19.68 per hour, or \$2.28-\$2.52 per 1000 words of low information density?

May I also suggest that the fee scale, when issued to enquirers, be stated far more specifically than in the past (so as to avoid confusion), e.g.

"\$2.28 per 1000 words of low information density (simple index, 5 items per 1000 words) derived from a minimum hourly rate of \$17.78"

Yours sincerely,

Stephen LANSDOWN
Information Pathways
Black Rock

Editor's Note

Some of the software to which Stephen refers is discussed in greater detail in the Society of Indexers *Microindexer 2*.

* * * * *

INDEX4 - INDEXING SOFTWARE

Specifically designed for use by book and periodical indexers, but contains powerful features enabling simple user-modification to suit almost any indexing task. As each entry is keyed it is instantly sorted and merged, and any or all index entries can be viewed and edited during input sessions. Supports BS 3700 conventions; letter-by-letter or word-by-word; bold and italic type; line-by-line and run-on format; typesetting; microfiche production; auto-merging of separate indexes; alphabetical or page order sub-entry arrangement. Instant thesaurus lookup. Maximum 10 level indexes. Will run on most CP/M80 computers. We offer consultancy services for hardware selection. Price \$295.00

Data Access, P.O. Box 26, Black Rock, 3193 (03) 589 5657

NEWSLETTER - FEBRUARY 1984 ISSUE

Closing date for copy — Friday, 13 January

* * * * *

*	Advertisements for publication in the <i>Newsletter</i> are	*
*	now being accepted at the following rates :	*
*		*
*	½ inch block \$5	*
*	1 inch block \$10	*
*		*
*	To place an advertisement please forward text and	*
*	appropriate cheque to :	*
*		*
*	The Editor,	*
*	Australian Society of Indexers,	*
*	G.P.O. Box 1251 L,	*
*	Melbourne. 3001.	*
*		*
*	Closing date for next issue : 13 January 1984	*
*		*

* * * * *