Welcome to the first December issue of ANZSI Newsletter. This has been a bumper year for the Newsletter with all but the March issue (and this one!) extending to 12 pages and for the first time we have issued 11 Newsletters in a year. I would like to thank Peter Judge, the editor, for all his hard work during the year to help make this a successful year for the Newsletter.

Volunteers
ANZSI wouldn't operate without dedicated volunteers. I thank all volunteers for their devoted service to ANZSI in 2010. Geraldine Triffitt and Joanna McLaughlan have stepped down during the past months, and I would particularly thank them for their great contributions over many years.

Geraldine Triffitt
As Shirley Campbell mentioned in her report on the ACT Region Branch AGM in the last Newsletter, Geraldine was instrumental in establishing the ACT Region Branch in 1992. ANZSI was established as the Australian Society of Indexers (AusSI) in Melbourne on 27 April 1976. In 1989 the NSW Branch was formed and on 22 October 1992 Geraldine organised the inaugural meeting of the ACT Branch. She was their first president from 1993 to 1998, with a second term as president from 2002 to 2006, and she was on the Committee until she retired at their October AGM. I would like to thank Geraldine for all her many years dedicated to the ACT Region Branch.

Membership Secretary
Joanna McLaughlan has shown that being based outside a capital city doesn't mean you can't assist ANZSI. For the past seven years Joanna has been the ANZSI Membership Secretary. During that time she has seen her work change, particularly with upgrade of the website to include online payment facilities and automated renewal emails. She has taken all these changes in her stride and gladly assists members who have forgotten their password. She has decided to step down and I wish her well for the future. The new Membership Secretary will be Karen Gillen.

2011 ANZSI Conference, Indexing see Change 12-14 September, Brighton, Victoria
Planning is well under way for the 2011 ANZSI Conference, to be held at the Brighton Savoy. As the saying goes, a change is as good as a holiday. This conference is providing the change by doing things differently. Conference papers will be spread over the three days. The workshop sessions and the conference dinner will be included in the price. Topics covered will point to changes in indexing, changes in the types of material being indexed and changes in what you might consider to be indexing.

More overleaf, and for the latest information visit <www.anzsi.org/site/2011Conference.asp>

Overseas Conferences
While I'm talking about conferences perhaps you might like to consider attending one of these overseas indexing conferences:
- ASI 28-30 April in Providence, Rhode Island.
- ASAIB 13 May in Johannesburg
- ISC/SCI 27-29 May in Vancouver.
- SI 2-4 September at Keele University, Staffordshire.

March 2011 Council Meeting
Council is bringing the Branch Presidents to Melbourne for the March 2011 Council meeting. This will be an opportunity for a face-to-face meeting, enabling our ex-officio members to raise and discuss their concerns.

As 2010 concludes I take this opportunity to wish all members and their families a happy, safe and healthy festive season and look forward to 2011.

Mary Russell

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Deadline for the October issue: 1 October
Brighton is a bay side suburb about 13 km from the centre of Melbourne on the Sandringham train line. The conference venue, the Brighton Savoy, is just across the road from the beach and the colourful bathing boxes. Look at that view! A great place to make the change – make sure those dates, 12–14 September, go down in your brand new diary NOW!

New Zealand Branch news

The New Zealand Branch will hold training courses and a meeting with the ANZSI President, Mary Russell, in Wellington on Saturday and Sunday, 26–27 February.

The courses will be conducted by Mary and will cover Database Indexing (10.00 am–1.00 pm Sat), Thesauruses and their construction (2.00–5.00 pm Sat) and Embedded Book Indexing (10.00 am–1.00 pm Sun). Details of course content are on the ANZSI website at <www.anzsi.org/site/calendar_details.asp?id=169>, <...id=170> and <...id=171>. People interested in the Saturday subjects are advised to attend both sessions, as the topics are closely linked.

The courses provide a rare opportunity to receive high-level training on these subjects in New Zealand and deserve a ‘not to be missed’ label. The Branch meeting <...id=172>, beginning at 2.00 pm on the Sunday will be a valuable opportunity to discuss ANZSI’s activities and indexing in general with the society’s president.

Australian ANZSI members interested in attending would be most welcome. Slightly lower fees are offered to members outside the Wellington area.

Robin Briggs

Photographs

My apologies to some of you who sent photographs and expected to see them in this issue. Unhappily, many pictures were too dark or too contrasty. A photo that appears fine in colour may simply not work at small size in black and white. I do my best to correct exposure and contrast, but this can only go so far. Ed.
Superannuation for independent contractors

A recent article in the Australian Financial Review [‘Super risk of contractors reinforced’, 15 September 2010] flagged the possibility of superannuation payments to independent contractors, who make up one in ten of the workforce, after recent cases in the Administrative Appeals Tribunal and the Federal Court. One book publisher I work for has already begun making super payments, essentially deducting 9 per cent from invoices and making the payments to my super fund. Their Finance Director told me that their legal advisors insist that superannuation is due if the contract is essentially for labour. Some of their freelancers have queried this with the Australian Taxation Office, and the ATO have confirmed the arrangements. Other publishers may decide to follow suit. This has been a grey area for some years but indexers who are contractors may start to see these arrangements come into force.

The arrangements will not apply if you operate as a company, trust or partnership; however, whether or not you have an ABN, or whether or not you charge GST, won’t make any difference.

There is a tool at <www.ato.gov.au/businesses/content.asp?doc=/content/00095062.htm> that you can use to calculate whether an employee is a contractor. This tool is meant for employers but you can fill it in from your own side of the relationship. Note that the closest pre-listed occupations are librarian or journalist.

One Ruling that is relevant is SGR 2005/1 Superannuation guarantee: who is an employee?


In the matter before the Federal Court, the On-Call Interpreters and Translators Agency Pty Ltd (OCITA) are challenging their superannuation obligations on the basis that the interpreters they engage are independent contractors and not common law nor deemed employees under s 12 of the SGAA. OCITA claim they are not liable to pay the superannuation guarantee charge in respect of persons contracted by it to provide interpreting services.

Roy Morgan is currently challenging its superannuation liability for interviewers on similar grounds.

Frances Paterson

At the lunch (left to right): Helen Enright, Mary Coe, Glenda Browne, Sue Flaxman, Jon Jermey, Frances Guiness, Alan Walker, Elizabeth Thomas and Oran.

NSW Branch committee

We held our end-of-year social lunch at my house in Lake Heights, just south of Wollongong. Some came down the scenic south coast line by train and some by car, with new face, Frances Guiness coming all the way from near Bathurst.

The rain held off until Sunday, so we were very comfortable out on the balcony. Our thanks to Oran and Elisabeth for ferrying train travellers to and from Wollongong Station, and to everyone for the delicious food.

Happy Christmas to everyone.

Frances Paterson

Branch events

<table>
<thead>
<tr>
<th>Date and time</th>
<th>Organiser</th>
<th>Name of activity</th>
<th>Venue</th>
<th>Contact details</th>
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<tbody>
<tr>
<td>Wed 2 Feb 6.00 pm</td>
<td>Vic Branch</td>
<td>The VIC</td>
<td>Kew Holy Trinity Anglican Church</td>
<td>Details to follow</td>
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<td>Contact Nikki Davis on 0414 758 712</td>
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<td>Sat 26 Feb 10.00–1.00 pm</td>
<td>NZ Branch</td>
<td>Database Indexing course</td>
<td>See website</td>
<td>Details at &lt;www.anzsi.org/site/calendar_details.asp?id=169&gt;</td>
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<tr>
<td>Sat 26 Feb 2.00–5.00 pm</td>
<td>NZ Branch</td>
<td>Thesaurus construction course</td>
<td>See website</td>
<td>Details at &lt;www.anzsi.org/site/calendar_details.asp?id=170&gt;</td>
</tr>
<tr>
<td>Sun 27 Feb 10.00–1.00 pm</td>
<td>NZ Branch</td>
<td>Embedded Book Indexing course</td>
<td>See website</td>
<td>Details at &lt;www.anzsi.org/site/calendar_details.asp?id=171&gt;</td>
</tr>
<tr>
<td>Sun 27 Feb 2.00 pm</td>
<td>NZ Branch</td>
<td>Branch meeting with ANZSI President</td>
<td>See website</td>
<td>Details at &lt;www.anzsi.org/site/calendar_details.asp?id=172&gt;</td>
</tr>
<tr>
<td>Wed 2 March</td>
<td>Vic Branch</td>
<td>The VIC : Visit to 3MBS radio station</td>
<td>1 St Helier St Abbotsford</td>
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<td>Contact Nikki Davis on 0414 758 712</td>
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Middelburg is a charming place. It is almost an island in Zeeland in the south of the Netherlands, about one and a half hours via train from Amsterdam. An introductory meeting of International delegates brought together representatives from UK, USA, Canada, South Africa, Italy, Netherlands, Germany and Australia, giving us an inkling of just how international this conference was going to be. Of the 75 delegates, less than half came from the UK, the rest from the other countries mentioned and also France. The venue was distractingly beautiful, as the photos demonstrate – the Roosevelt Academy, which was actually the old 16th century town hall, in the town’s main square. Although the building was destroyed during WWII, it had been lovingly restored. All the art and tapestries around the rooms were original, and we were urged to take care.

He reminded us that in formulating a question we frequently tell a story and do not actually ask a question. To illustrate with my own example ‘I went to use the machine and it took my card. I was unable to get it back’. Instead of ‘How do I get my card back?’

He pointed out that we are looking up problems not solutions. Think of a user manual, you are looking for answers to problem you are having, such as flashing red lights. You look in the index for flashing red lights, not knowing it indicates the cartridge is empty and needs replacing. It is therefore important to index the symptoms of a problem as well as the cause and solution. So for this example you need to index the three things, flashing red lights, empty cartridges and replacing cartridges.

After dinner speaker was Femke Ijsselidijk. She spoke on ‘How to be a green indexer’. She challenged us to think about what would be more sustainable. As an example, she encouraged us to use Ecofont, a font with holes in it that saves on ink or toner (but you can see the holes only under really high magnification, as in the sample below).

The market comes to Middelburg on Thursdays. Sophisticated trucks arrive and let down their sides to reveal a wide range of deli type stalls. The market also has the usual assortment of fruit, vegetables, plant, haberdasheries, and hardware stalls.

The next day started with Harry Bego demonstrating the software Textract. This produces a type of concordance which can then be modified to produce the index.

Paper by Rudy Hirschmann described the Einstein Papers Project being done by the Californian Institute of Technology. This is one of those projects with will take a lifetime, as they collect and index all of Einstein’s papers.
I attended the workshop session on indexing modern Islamic/Middle Eastern materials run by Joed Elich from publisher Brill and Caroline Diepeveen. This is an area I know very little about and I found it very useful to learn some of the traps involved in indexing in this area, where to go for assistance, as well as what font works best for Islamic characters.

Max McMaster presented a session on how to handle illustrative material. As is often the case with Max’s presentations, it was followed by an animated discussion which helped to underline the key points.

After dinner the Wheatley Medal was awarded to Jan Ross for her index to A J. Zuckerman et al. (eds), *Principles and Practice of Clinical Virology* (6th edn, Wiley-Blackwell, 2009). Unfortunately there wasn’t a copy of the book available to examine the index.

The presentation was followed by a talk by Harry van Waveren, member of the daily board of Zeeland Province on Zeeland–UK relations over the centuries. It provided a useful historical background to the location and relations with the UK.

Stephanie Manfroid, archivist at the Mundaneum in Mons, Belgium, spoke on the Mundaneum and the work of Paul Otlet, described as the man who wanted to classify the world. I was familiar with Paul Otlet when I was a librarian using his Universal Decimal Classification scheme in a specialist library. UDC has been modified from Dewey.

The final session was the International session, with the theme of marketing indexing. Representatives from each of the Societies spoke for a couple of minutes on how they market indexing. Some useful tips were shared.

The conference concluded with optional excursions. I chose to visit Neeltje Jans, an artificial island constructed to facilitate the construction of the Oosterscheldedam, the largest of the 13 ambitious Delta works series of dams designed to protect the Netherlands from flooding. This really brought home just how much protection was needed if you choose to live below sea level.

Mary Russell

The Victorian Indexing Club (The VIC)

During November, Vic Branch members visited the Melbourne Cricket Club Library at Melbourne’s MCG. This is undoubtedly one of the world’s leading sports libraries with a collection of 40,000 monographs, periodicals, newspapers, programs and ephemera, as well as microfilms, videotapes and CD-ROMs. Strengths of the collection lie in cricket, Australian Rules football, Olympic Games, tennis, golf and 19th and early 20th century Melbourne newspapers including the *Australasian*, *Melbourne Punch* and *Melbourne Leader*. Trevor Ruddell, the Assistant Librarian, is seen in the photo with a bound newspaper volume. The cricket collection focuses mainly on biographies, histories of clubs and competitions, and statistical material. There is also a large rare book collection dating from the 1600s.

The sporting enthusiasm of the library’s five staff and fifteen volunteers is very evident. In addition to assisting researchers, some staff and volunteers research and produce articles on their special areas of interest. The efforts of this research can be seen in the library’s quarterly journal, *The Yorker*. MCC archivist, Trish, is just as passionate about the social history of the club. Members were most interested in her collection of letterbooks, large volumes into which letters were pasted, each with a note added to an index at the front.

Mention has to be made of the library’s beautiful setting, perched above the trees with sweeping views from its large picture windows across the Melbourne skyline. Librarian David Studham noted that it can be a tad unnerving on big sporting days. It seems that each of these special occasions begins with the sight of a jumbo jet flying straight towards you before making its flyover, seemingly to announce the start of the game.

Nikki Davis
Indexing degustation

This month’s degustation concerns authors and their disconcerting lack of awareness about indexers and their craft. Kathleen Fitzpatrick is a great advocate for our profession after indexing her own book, while indexer Andrea McKay proposes an awareness campaign to educate authors about indexing after discovering that writers are generally blissfully ignorant about our skills and services.

Author!

In an article entitled How to Index Your Book (And Why I’ll Never Do It Again), author Kathleen Fitzpatrick relates the horrors of indexing her own book, an experience which she remembers vividly even five years later. Colleagues advised her to hire an indexer but, being ‘possessive’ about her first book and curious about the process, she chose to do it herself.

Kathleen Fitzpatrick has a fine appreciation of the value of a good index. She is aware that although books are becoming increasingly searchable in electronic formats, the metadata that is provided by a good index has a major influence on the usability of the book. As she says, good indexing is more than an alphabetical list of terms, it is the way of thinking about the terms that adds value for reader.

After consulting a fellow author who had indexed her first book, Kathleen developed the following method: (and I quote)

1. Read line by line through the manuscript until you come to a proper name or key term that needs indexing.
2. Type that name/term in the proper alphabetical spot in the text file that contains your list, and add the page number.
3. Search the PDF for all instances of that name/term.
4. Check to make sure that all the instances that come up really refer to the right name/term. If so, add the page numbers to the entry.
5. Attempt to think of other ways that the person/concept referred to by that name/term might be phrased.
6. Search for those variants and add them to the entry.
7. Repeat, ad nauseam.
8. Realize about a third of the way through that there’s a key concept that needs indexing that you’ve overlooked. Go back to the beginning.
9. Realize about halfway through that there’s another key concept that you’ve missed because it doesn’t really have a term that can be searched for, per se, but is more amorphous than that, and yet is super important and is the kind of thing people will be looking for. Go back to the beginning.
10. And so on. (close quote)

After a month of exhausting and frustrating work the index was completed. So many decisions to be made; how to describe abstract concepts, trying to imagine what the reader really wanted to find, was it under or over indexed, and how to tell the difference.

Of course, these are matters of concern to professional indexers too, though experience blunts the raw edges of anguish. Kathleen was happy to have been through the experience but has decided that once is enough. She will hire an indexer for her next book. Some of her colleagues have indexed their own books because they could not afford an indexer. Others believed that the indexer’s fee would eat into the royalties, a view that Kathleen thought ridiculous when a frustrating ‘month’s worth of working time’ was taken into account.

Kathleen is a great advocate for the indexing profession, for, as she says, professional indexers are professionals for a reason. They have the skills to find the relevant concepts and their relationships quickly and the experience to know what a reader would search for. The indexing fee, she believes, is ‘an investment in the book’s future usability (not to mention preserving my own sanity)’ and well worth it.


Author! Author!

Canadian indexer Andrea McKay is mounting a campaign to promote indexing awareness among authors. Indexing is a skilled service that adds value to an information resource, a value that is largely unknown or ignored within client communities. Marketing is required to promote awareness of indexes, their value and the effort and skill involved in their creation. As it is impractical for individuals to promote the profession, Andrea would like to put forward a proposal that the ISC could work as a representative voice in a nationwide campaign. The Internet could be used to relay information to targeted client groups, such as publishers and author organisations for little cost.

Andrea attended a non-fiction authors’ group in Ottawa and asked about the process of having a book indexed. Some authors had published many books or worked with publishers, but only one person knew that skilled indexers existed. Reasons for not including an index included cost and faith in a good table of contents. The Canadian Authors Association made no mention of indexing on their website.

Andrea has drafted a Green Paper for submission to the ISC executive on the development of an indexing awareness campaign targeting independent authors. If the plan is successful, the campaign could be extended to broader client communities.

Read the full article, Proposal to Promote Indexing Awareness Among Authors, at</www.indexers.ca/BULLETIN_Summer_2010.pdf>.

Merry Christmas and a happy new year to you all.

Jane Purton
Letter to the Editor

Although I had attended the Annual General Meeting of the ACT Region Branch, I wanted to read in the Newsletter the excellent report by Shirley Campbell, the Branch President. This speech contained historical information about the Society and pertinent reflections on issues of interest to branches.

I was disappointed to see that the speech had been abridged in the Newsletter and I hope that the speech in its entirety will be available on the website for all members to read.

Geraldine Triffitt

[The full report is indeed now on the ACT Region Branch page on the ANZSI website. Ed]

Jeremy Fisher to be a Director of enhanced CAL Cultural Fund

Copyright Australia Limited members voted at their AGM to increase allocations to the Cultural Fund. Also announced was the appointment of Dr Jeremy Fisher as a Director (taken from the emailed December edition of aliaNEWS).


Jeremy Fisher was the first winner of the ANZSI Medal, and has been on recent medal panels.

Glenda Browne

To be continued in our next issue ...

The second part of Bernadette Vaughan's article on 'Getting into taxonomy' has been unavoidably held over until the February issue.
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