

Newsletter of the **Australian and New Zealand Society of Indexers Inc.**

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From the President



The write | edit | index conference was a terrific gathering of indexers, editors and writers. It also marked the culmination of several ANZSI projects — the redeveloped Indexers Available, the new website, and the vote on the planned restructure.

Conference

The write | edit | index conference was a huge success. It is hard to mention names without feeling that I will be leaving someone out, so, first, a big thank you to everyone who contributed in any way.

Tracy Harwood as convenor did a marvellous job — everything ran smoothly and joyfully. Tracy was well-supported by Shirley Campbell and Denise Sutherland on the core committee, along with others from the ACT Region Branch, including Sherrey Quinn and Geraldine Triffitt, and many from the Canberra Society of Editors (Tracy is a member of both societies). I appreciated support from Tristan Viscarra Rossel as workshop coordinator, Malini Devadas as book sale organiser, and Kaaren Sutcliffe as MC.

From Council, thanks to Lindy Allen and Mei Yen Chua for purchasing the gifts, and to tweeters Jane Douglas, Elisabeth Thomas, Denise Sutherland and Mary-Anne Came (from IPed). The tweets were

visible on the conference website <writeeditindex.net.au> and the ANZSI Facebook page <www.facebook.com/ANZSocietyIndexers>, as well as on Twitter <twitter.com/writeeditindex>. These provided a real time flow of information, quotes from speakers, and comments about the conference.

Thank you to the ANZSI members who gave talks, contributed to panel sessions and coordinated roundtables, and to all those who attended — from South Australia, Queensland, Tasmania, New Zealand, Victoria, NSW and the ACT.



Two national presidents: Glenda Browne (ANZSI) and Kerry Davies (IPEd)

It was a pleasure to meet many editors, including Canberra Society of Editors president Alan Cummine, and IPEd Council chair, Kerry Davies, and to dine with keynote speaker and puzzle-writer David Astle. It was also great to meet up again with overseas guests Jan Wright and Frances Lennie, and to meet Sue McQuay from the Philippines (previously Queensland), and John Linnegar and Ken McGillivray from Antwerp (previously South Africa). As my family was South African (we left when I was two), John's talk on language made me nostalgic. I, too, grew up with bakkies, takkies, sosaties and braais. I was also interested to hear that John had studied the poetry of my mother's cousin, Elisabeth Eybers, an Afrikaans poet.

Restructure vote

It was very pleasing that the three resolutions at the Special General Meeting were all passed unanimously, with a large number of attendees, and seven proxy votes. This is a credit to all involved in proposing the change and planning its implementation. We now have a number of steps (mainly relating to bank accounts and recordkeeping) to finalise the process. It will then be up to members how they use the new group structure, with the assistance of groups liaison officer, Vice-President Lindy Allen. Thanks to Kerry Anderson and Lindy Allen for their contributions to organisation and record keeping for the meeting.



Glenda prepares us to vote at the Special General Meeting

Other society restructures

It is interesting that Australian editors and technical writers are also in the middle of restructures or discussions about restructure.

I was at the Australian Society for Technical Communication (ASTC) (NSW) conference in 2012 where a merger of ASTC (NSW) — which includes many Queenslanders — and ASTC (Victoria) was discussed. Because they are two separate groups (rather than branches of a national body), the process was more complicated than ours, and has involved the creation of a new organisation with the temporary name Technical Writers Industry Association Inc (TWIA). When the transfer is complete the name will change back to Australian Society for Technical Communication (ASTC).

The situation for Australian societies of editors is even more complex, as there are seven different state or territory groups. These groups currently work together through the Institute of Professional Editors

(IPEd), the peak national body for Australian editors. IPEd coordinates national initiatives that benefit Australian editors <iped-editors.org/About_IPEd.aspx>. There is a proposal to restructure IPEd to make it a national direct membership organisation. Discussions are ongoing.

Website and Indexers Available launch and promotion

With finger-nail-biting timing, the ANZSI website was transferred to its new host just days before the conference. The conference gave us a wonderful opportunity to promote the website and the new Indexers Available (IA) to indexers and editors. Thanks to Nikki Davis and the Promotions & Publicity Committee for organising the promotions table and schedule, and to the volunteers who gave up their tea breaks and lunch breaks to attend to the stall.

As with many ANZSI achievements, a lot of people contributed. Ali Bell and Denise Sutherland did the lion's share of the website redevelopment work. Mary Coe had many fingers in the pie, offering support in her roles on both the website and IA working parties, and in her new role as Membership Secretary. Karen Gillen provided guidance when she was Membership Secretary, and the IA Working Party (at this stage especially Madeleine Davis and Michael Wyatt) continued to provide support and advice.

The Indexer

The June 2015 issue of *The Indexer* is now available online. The best way to buy *The Indexer* is by subscription, but you can also order single issues via <www.theindexer.org/buy.htm>.

ASI DTTF – Indexes for Digital Publications LinkedIn page

The ASI Digital Trends Task Force has changed the name of its LinkedIn page to 'Indexes for Digital Publications' to better reflect the broad range of content it includes. You can find it at <www.linkedin.com/grp/home?gid=4005509>.

Group owner Terry Casey writes: 'The goal of our group will be to advocate for, educate about, and assist in the creation and proliferation of well-made, professional, and interactive indexes for e-books, digital forms of physical books, books formatted or intended to be read online, and other types of long-form digital publication.'

'The ASI Digital Trends Task Force will continue to give updates of its work through our group, but our group will, as a whole, have a larger focus on indexes for digital publications.'

'We look forward to being a sounding board, resource, and lively discussion venue for anyone creating and using indexes for digital publications.'

ANZSI membership subscriptions will be due for renewal soon. Current members will receive an email on 1 July with an invoice and instructions on how to pay membership and Indexers Available listing fees online through the new website.

If you have any questions, please contact the Membership Secretary, Mary Coe, at <coe.mary@gmail.com>.

New groups

Following the vote at the Special General Meeting in May to restructure ANZSI by dissolving its branches at 30 June 2015, we are now ready to think about the new groups and activities we would like to pursue.

Regional and special interest groups can be formed by sending a request from three ANZSI members (with one named as convenor) to the Vice-President (Lindy Allen <lindyjallen@gmail.com>), who will forward the requests to Council for approval. **Please read the regulations for regional and interest groups that are included in this newsletter.**

John Simkin Medal 2015 report

The John Simkin Medal, previously known as the ANZSI Medal, was named in honour of John Simkin, one of the founding members of the Society, who passed away in 2014. John promoted the ideals of indexes and indexing throughout his 40-year association with the Society, so it was with great pleasure that we acknowledged his enormous contribution to indexing in this way.

In February 2015, ANZSI invited nominations for the inaugural John Simkin Medal — an award recognising an outstanding index to a book compiled in Australia or New Zealand.

To attain the award, indexes had to be of the highest calibre. They needed to be substantial in size, the subject matter complex, and the language, form and structure had to demonstrate the indexer's expertise in serving the primary needs of the text and the reader. There were no restrictions on the subject matter of the book, and the text could be in either paper or electronic format.

The book had to be commercially available and have an imprint date of 2012 or later. The index must have been compiled in Australia or New Zealand, although the text to which it refers may have been published elsewhere.

The members of the judging panel were Mary Russell, Michael Ramsden, and Max McMaster as convenor. The panel members have compiled around 3000 indexes between them — more than enough expertise for the task at hand!

Six entries were received, falling into two categories — histories and biographies. Five of the indexes were thoroughly competent works, but the sixth had serious deficiencies and would have struggled to achieve ANZSI's Accreditation standard.

Of the remaining five, none was without fault. The most common problem was a lack of double postings. Significant content was included in subheadings, but not repeated as main headings. This omission seriously affected the usability of the indexes, making access for the reader much more difficult.

Basic filing errors were all too common; for example, misfiling personal names and phrases beginning with the same word. In another instance, a mixture of chronological order and alphabetical order was used for subheadings, which was confusing for the reader.

Two separate issues related to underindexing were apparent. In some instances, key names or topics were not indexed, or where they were included, only main headings were used, resulting in long strings of undifferentiated page numbers. Other indexes suffered from overindexing — including too much, unnecessary fine detail. A balance between these two extremes was what the panel were looking for.

One surprise to the panel was the use in two of the indexes of an unusual cross-reference style where parentheses were used with *see also* references, creating a run-on style entry within a set-out (indented) format. For example:

Bourke Street (*see also* Collins Street) 48, 97, 110

Whilst this approach is not incorrect, it was unexpected to find it in Australian indexes. Had the works in question been indexed in the United States, this style would have been less surprising.

Some indexes were affected by issues outside of the indexer's control. For example, in one instance, an eight-page section of coloured photos had been tipped into the proofs after the indexing had been completed. As a result, these photos were not indexed, which affected the overall usability of the index. In another instance, the level of indents for subheadings was so great that it seriously compromised the amount of usable space left for the column. This error greatly affected the visual appeal of the index.

Some might say that these two aforementioned errors were not the fault of the indexers and therefore should not be considered as part of the Medal evaluation. From the reader's perspective, however, it is the overall package of the index that counts. Readers have no interest in who contributed to the finished index, whether indexer, editor or typesetter; they only want to find pertinent information as quickly as possible. Nothing else matters.

Based on these observations, it is not surprising that the panel was unable to find an index of the highest calibre, as each index had several faults. As a result, the panel could not recommend any of the entries for the inaugural John Simkin Medal 2015, nor rate them as Highly Commended. Two of the indexes, however, were graded as Commended for the sheer amount of work involved and the complexity of the material indexed. One commendation goes to Jill Gallop for her index to Geoffrey Palmer's *Reform: a Memoir* (Victoria University Press, 2013) — a massive 750-page biography, with 50-page index. The second commendation goes to Karen Gillen for her index to Bryan Keon-Cohen's *A Mabo Memoir: Islan Kustom to Native Title* (Zemvic Press, 2013) — a 660-page tome, with 21-page index.

Our congratulations go to both Jill and Karen for their admirable work. We hope this dip into the world of indexing awards will inspire them to submit further titles for the John Simkin Medal when it is offered in 2017.

Max McMaster (convenor), Michael Ramsden, Mary Russell

Medal Panel, ANZSI Awards Committee

Shop, Indexing

www.cafepress.com.au/indexing



Conference experiences

Here follow a series of reports from people who attended the write | edit | index conference, and a collection of photos. The [conference website](#) also contains more photos, and blog posts about specific sessions, including Jenny Mosher's presentation called 'Sack that client', about dealing with difficult clients. You can get snippets of what went on, including quotes from various sessions, by reading the Twitter feed from the conference [@writeeditindex](#).

All photos by Denise Sutherland, except where noted otherwise.

From Judith Wilson, NZ

What a busy and stimulating three days! Congratulations to the organisers (Tracy Harwood, Denise Sutherland and Shirley Campbell and a merry band of wonderful helpers) for such a successful and well-run event.

I was privileged to receive sponsorship from the organisers to attend and am grateful for the opportunity. As a newbie it was a great introduction to the indexing fellowship, and I particularly enjoyed meeting those people I had previously only met or read about online, particularly those associated with the UC Berkeley indexing course and those on the ANZSI executive.

Others have written, with beautiful editorial style, about the various presentations. I found I was usually too busy listening and absorbing to write much but the following are highlights that I would like to share:



Alan Cummine (Canberra Society of Editors President), Tracy Harwood (convenor), Denise Sutherland, Shirley Campbell, and Glenda Browne (ANZSI President). Photographer: Jane Douglas

Keynote speakers

Jackie French spoke for 40 minutes, without notes, and without seeming to take a breath. She was amazing.



David Astle

We gained an insight into her own career and writing and she had fulsome praise for both indexers and editors, from her own experience. She is a great fan of the team approach to editing whereby each team member can contribute individual strengths — for example, one may address the continuity of a story, another may be more aware of the historical accuracy, while a third will suggest where the story is not powerful enough. All help to form the final product. She feels that a first idea for the book is probably a cliché, but rethinking will produce an original idea.

David Astle, on the other hand, thinks that his first draft is the author telling himself the story. David entertained the audience, both in the auditorium and apparently also at the social activities he attended, reportedly taking over the quiz night! What clever use of

language. Such repartee! David's comment on the index: 'It turns the book from something that is handy to something that is invaluable.'

Roland Sussex spoke about English usage, and his talk was a fascinating trip through the development of the language. A wonderful speaker.

Presentations

Grisoula Giopoulos gave an account of her work at the Commonwealth Parliamentary Library with the LAST system, which automatically indexes newspaper clippings. The amount of information processed, classified and indexed to be ready for the start of each working day is very impressive. Grisoula explained how these activities have been automated and the ongoing updating of the process. Indexers can be assured there is still the need for input from real people!

John Linnegar's description of indexing in South Africa was interesting from both the indexing perspective and also the historical. The introduction of eleven official languages, a return to traditional place names, as well as influence from many other cultures is a real challenge to the indexer. As Daphne Lawless pointed out, we have similar considerations in New Zealand, though not on the same scale.

Madeleine Davis outlined her approaches to indexing biographies, including her use of mind maps to help plan the framework. Apart from the indexer considering what topics the readers would expect to find, she suggested asking friends what they might look for. Hers was one of several presentations that served to remind me of the intricacies of the indexing process.

Alexandra (Ali) Bell and Mary Coe job-share at NPS MedicineWise, and have also been working on the redevelopment of the ANZSI website (along with Denise Sutherland). They used these websites to illustrate the benefits of having a controlled vocabulary to assist the search function and the importance of preferred terms being available to writers. Again, their work is a reminder of the need for human intervention to facilitate good searching. There is hope for me still!



Ali Bell



Grisoula Giopoulos. Photographer: Jane Douglas

Ali and Mary were also responsible, along with Madeleine and Denise, for the new look to the Indexers Available section of the new website. This is now searchable at several levels and will be a great resource for those looking to find an indexer and those of us looking for work. It will take some work on our behalf to complete a comprehensive profile but those of us without a website of our own will be able to use the profile.

A couple of pointers for those of you who are subscribed to IA and are ready to update your profile:

- The first search box looks at what you have listed under 'Specific skills'. Tick this category but *also* make sure you repeat the text in the Text box for the next level of searching.
- You can add a URL into the text boxes — handy if you have a link to view an index you have done.

Roundtables

Max McMaster facilitated the Science, Technology, Health and Medicine roundtable. He had prepared some wide-ranging examples of complex filing issues for discussion, all of which served to underline the importance of subject knowledge and, even with familiarity, how much there is to be aware of.

Jon Jerney and Michael Wyatt gave us many useful tips using SKY software, including the use of macros accessed within the software or those bought from John Bealle or Margaret Berson. Apart from the SKY forums they also recommended subscribing to the SKY user group on Yahoo!

It was great to talk to other new indexers about our experiences and concerns and my professional network is growing daily!

From Judy Richter, SA

Matilda House welcomed us to country and set a great tone from the beginning. Matilda certainly had delegates listening closely when she said that even oral history still gets edited.

The sessions about systems that enable access to resources were fascinating. ParlInfo for daily newspaper clippings, NPS MedicineWise for prescription drugs, Australian Tertiary Education Descriptors (ATED) and the cataloguers/indexers of collections at the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) are inspiring leaders in information architecture and innovative indexing. Developing taxonomies and thesauri is very cool.



Jackie French. Photographer: Jane Douglas

The presentations about the changes in English spelling and usage made strong impressions. Hearing and seeing the trends monitored for the *Macquarie Dictionary* and *Style Manual*, and observed by Roly Sussex, will stay with me a long while. Having enjoyed Roly's segments on Adelaide radio, it was even better learning from him face-to-face about received pronunciation and the many Englishes worldwide, notably the Asian ones. John Linnegar's related observations of language developments in South Africa were also very interesting. Eleven official languages, my mind boggles, even if publishing and indexing is generally 'only' done in three of them.

Jackie French and David Astle lifted the audience with their acknowledgement of the valuable contribution good editing brings to their work as authors. With story after story they stressed how their trusted editors drew better writing from them. Jackie French's story about indexes was similarly warm when she told the full hall of her childhood discovery of the wonderful access a back-of-book index gave her to just the

bits of the book in her father's library that she was interested in! [She said that discovering indexes as a child was 'a thousand Christmas presents' — DS]

Some conversations were conference highlights too, such as with editors — for whom I could explain the difference between *see* and *see also* references — respected presenters, and previously-unmet interstate colleagues.

The indexing-related sessions about particular software and subjects cannot go unmentioned. These will inform my day-to-day work, and were enhanced by the conference experience of questions and comments from other delegates. Samples of seventeenth century indexes gave a memorable historical perspective to language, indexing and publishing in the England of that time.

Together, the conference was learning and networking at its best.

From Jan Wright, USA

I always enjoy ANZSI conferences, and the 2015 write | edit | index conference was no exception. The event was a great collaboration, well attended, and the indexing sessions were all of interest. Below are a few highlights that stand out.

Alan Walker's session on early indexes was absolutely fascinating, and I appreciated the set of handouts with examples. If you compare what happens on a well-keyworded blog with an early topical daybook, you can see the continuity from early days to the present. I would really like to see and go through one of the early subject categorised daybooks, and see how it reflected the person who purchased it and their subject interests. I somewhat crave a daybook of my own after Alan's session, there's something so satisfying about a blank book waiting for you, just like furniture with many cubbyholes. As indexers, I think by nature we are attracted to opportunities for categorizing, analog or digital.



Jan Wright and Frances Lennie

John Linnegar's session on issues in South African indexing was an eyeopener, and my hat's off to all SA indexers. Of course I

had known about the end of apartheid, but had never known all of the implications having to do with place names and history. John expertly outlined the issues with multiple languages, names that have changed and their issues, and the complexities of prefixes that all affect the findability and sorting of materials.

Frances Lennie's session on planning your legacy was of real interest to me, as I have several indexes that will outlive my years as a full-time indexer. I realised that although I have documented one index very fully, I really need to document the rest and be looking for another indexer to take over at some point. Thank you, Frances, for being such a voice of wisdom and thinking out the issues for us.



Alan Walker

Jackie French's keynote was one of the best I have ever listened to. She had the audience so wrapped up in her talk that you could hear a pin drop — everyone was breathless. What an amazing storyteller she is. I have not read any of her books, but I have vowed to read them, because if they are anything like her in person, they must be riveting.

Those are just a few of the highlights, but truly every session was worthwhile, and I could go on and on. The best parts were getting to greet old friends and catch up, and meet new ones I hope to see again. A very warm, busy, educational and collegial time for me, and my thanks to the team who worked so hard to make the conference such a success.

From Kerry Anderson, NSW

Impressions of a conference ...

There were people laughing, jostling, eating, reading, sitting, smiling, asking questions, coming to conclusions, voting for change, making new friends, greeting old ones. Glenda Browne was often viewed rushing to the next seminar, class, presentation. Denise Sutherland was spied accepting a kiss on the cheek from a famous wordsmith. Terri Mackenzie could be found gathering support for evil indexers. Nikki Davis diligently prepared our ANZSI table and the volunteers stood behind it looking happy, chatting, taking selfies, swapping news. People came to visit us because we had delicious little sweeties.



Kerry Anderson and Denise Sutherland

Everyone wanted information on writing, reading, working effectively, software, indexing, blogging, networking, books, editing, fiction, non-fiction, e-fiction, government papers, lists, poetry, portraits, tables and websites. The new ANZSI site was lauded. Ali Bell, Denise Sutherland, Mary Coe strongly applauded. All around, words were bandied up and down, strung together, written down, left hanging. There were smart phones clicking, touch screens flickering, laptops open and shut. Books were browsed through, bought, shoved into bags, and taken out again, pages skimmed. Tweets, digital signs, news feeds, blogs devoured. Photos taken, hands clapping, balancing glasses and crumbs dropping.

There were brilliant speakers. Roly Sussex, Jackie French, David Astle, Nicholas Hudson. There were clever people lining up for a sandwich, a bit of cake, salad, gluten-free slice, tea, coffee, water, a seat, a seminar. They were standing up against the wall, in the aisles, on the floor, at the door. People ran up the stairs, down the stairs, looked for each other, someone else, or nobody in particular. Some people sat, faces intent, thinking, listening. Some people were dressed for a party, a dinner, a day out, casually, formally, in red and black and purple and yellow.

It was an exhibition of brains and talent gathered together for learning, discussing, selling, marketing, ruminating, communicating and having a really good time! Not only that, it was a very successful conference. Thank you Tracy Harwood, Denise Sutherland and Shirley Campbell!

From Frances S. Lennie, USA

As we battled against a steady head wind on our way uphill toward a sprawling, cursive sculpture my companion began to recite what I now know to be the second verse of Dorothea Mackellar's poem *My Land*. Coming upon the sculpture — *Wide Brown Land 2011* by Marcus Tatton — at the National Arboretum Canberra, was one of those delightful serendipitous moments that I not infrequently experience on my trips to Australia and, it seems, Canberra in particular. And in this the city again did not disappoint; but more on that later.

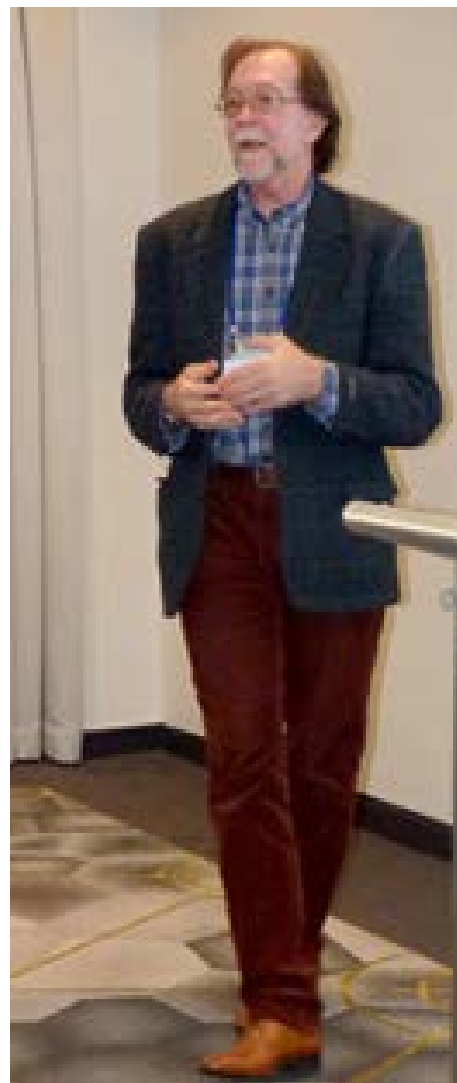
The conference hotel, located conveniently close to the shore of Lake Burley Griffin, played host to some 200 editors and 50 indexers for the joint 2015 IPEd/ANZSI conference. Yes, we indexers were outnumbered, but it was gratifying to realise and appreciate that indexers and editors become equally passionate over the minutiae and arcana of our respective crafts.

The content was varied and presented in four distinct tracks. This of course meant the occasional collision of sessions that one wished to attend, but then we are used to making difficult decisions, aren't we? All of a high standard. I especially enjoyed two sessions in the indexing track: John Linnegar's presentation 'From bakkies to takkies, amabokobobo to zozo huts: an "A to Z" of indexing texts in South Africa', on the evolution of terms within South Africa, and the mix of languages that produce them; and that given by Jenny Cook and Judith Cannon on an expert crowd-sourcing indexing project they have implemented for a highly specialist journal. These two ladies have previously provided me with excellent food for thought and their talk entitled 'Indexers as curators: the role of the indexer in big data' may just provide the direction for indexing similarly highly-specialised content for a journal project with which I'm involved.

There was one other session in the indexing track that sounded like it would be really interesting, but when I learned that I would hear it at the ISC/SCI conference in Victoria, BC (from which I've just returned), I opted to play hookey. And Alan's Walker's 'A History of Order and Chaos in Indexes' did not disappoint, when I finally heard it in Canada! It was well worth the wait, and exciting to see examples of 400 year-old indexes establishing the same elements of index formatting and arrangement that we use today. I think we all keenly felt a personal connection with those seventeenth-century author-indexers. I am greatly looking forward to Alan's expanded article in *The Indexer*, later this year.

The plenary sessions were also informative and entertaining, and I greatly enjoyed the one given by Professor Roly Sussex, University of Queensland. It is both essential and affirming to place what we do in the broader context of language, culture, and society; to take into consideration the audience (users) for whom we compile our various indexes.

I wanted to take in the James Turrell Retrospective at the National Gallery. It came highly recommended, but I confess I am still trying to process and learn more about what I saw and experienced. I will keep in



John Linnegar

mind, for a future visit perhaps, Turrell's ongoing 'life work' installation in the Roden Crater, 'a naked eye observatory' in an extinct volcano on the edge of the Painted Desert, Arizona.

As always, I was pleased to catch up with my long-time colleagues and meet new ANZSI members. The ample breaks provided numerous opportunities to see the ever-changing publishing process through editors' eyes, and the delicious conference dinner in University Hall on the ANU campus provided an equally important opportunity to relax and revive.

And what of my other unexpected Canberra moment? In a pre-conference jaunt to the National Portrait Gallery, I wandered into the National Photographic Portrait Prize (2015) display and almost immediately saw a photo of someone I had met at a musical event in Sydney years ago. For those of you who have seen the photographs, this person was not the wrinkled, bikini-clad, elderly lady from Byron Bay (although I think I may have spied her on one of my many visits there), but Lyndon Terracini, currently Artistic Director of Opera Australia. And ANZSI played a role here too. The year was 1999 and, a week after our initial encounter, I ran into him at the hotel where that year's ANZSI conference ('The August Indexer') was being held.

Indexing and ANZSI have truly been the catalyst for these indelible experiences. Thank you for always being so welcoming and generous.



The Welcome event, at Lucky's Speakeasy



Terri Mackenzie, Lindy Allen, and Glenda Browne at the Welcome event. Photographer: Mary-Ann Came (IPed)



Just a small part of the room!

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There was plenty of discussion during panel sessions



One of the many tasty lunch offerings



Kaaren Sutcliffe, author, editor, and our MC



Jenny Mosher

The Etcetera column is not running in this conference issue of the Newsletter. Normal service will resume with the July issue. DS

Web Indexing Award

Entries are invited for the Web & Electronic Special Interest Group Web Indexing Award. The index should be a browsable hyperlinked index for a Web or electronic publication including content management systems, wikis, blogs, ezines, ebooks, XML and PDFs. Details are available at <www.web-indexing.org/web-indexing-award.htm>.



'Valuing our professions panel': Sherrey Quinn, James Dixon and Janet Salisbury, chaired by Belinda Pollard

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- Carol Reed on communication with authors
- Simon Rowberry on indexing as hypertext

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Regulations for regional groups

Formation

Any three members, resident in a common geographical area, may advise Council of their wish to form a group.

In so advising Council they must nominate one of their number as convenor.

The advice to Council must also propose a name for the group. That name should be appropriately descriptive of the area to be covered by the group.

The advice should be forwarded to the Vice-President.

The Vice-President shall forward the advice to the Council for approval.

The Vice-President shall inform the convenor of the decision of the Council.

The Convenor will then notify ANZSI members, by email, a notice in the Newsletter, or other appropriate means, of the formation of the group and invite eligible ANZSI members to join.

Existing ANZSI members may join a group at any time by writing to the convenor and asking to be included on the mailing list.

Conduct of Groups

Each group should maintain a mailing list of members.

Groups are not required to keep minutes.

Groups are not authorised to maintain a separate bank account.

Groups may organise social events, meetings addressed by a guest speaker, professional visits or similar events.

A group wishing to organise a course of any kind must contact the Education Coordinator and arrange the course in cooperation with the Society.

ANZSI members in good standing may attend a meeting of any group as guests.

At the end of each financial year the convenor will submit to the Secretary of ANZSI a brief report on the group's activities, and the current number of members, for inclusion in the Society's annual report.

Expenses

Groups are not authorised to maintain a separate bank account.

Council will include in its budget a sum for the basic running costs of each group.

The convenor of a group may call on this fund to cover such costs as venue hire, telephone calls (including teleconferencing), speaker's expenses (e.g. ground transport or a small gift).

The cost of food or drink for ANZSI members will not normally be covered, however exceptions would be made for small amounts for shared food and beverages (e.g., tea, coffee, fruit, cheese and biscuits for a meeting in a hired hall).

The sum allocated may not be exceeded without the approval of the ANZSI Treasurer, who will require a submission setting out why the sum needs to be exceeded. Increased funding would normally only be available for events with a wide audience.

Expenses of groups in Australia will be funded by the Society through its Australian bank account.

Expenses of groups in New Zealand will be funded through an account maintained by the Society in New Zealand.

Dissolution

Regional groups may be dissolved in accordance with the provisions of the Constitution.

General

A regional group should not cover an area beyond the boundary of a given state or territory. Exceptions will be made in the case of a group based across the borders of two states or territories, but not covering the entire area of either state or territory, for example a group covering Albury-Wodonga, or a group in the ACT covering the surrounding areas of NSW.

Council may, at its discretion, vary the minimum number of members required to form a group.

ANZSI members may join any group they wish, including, for example, a regional group where they work in addition to the one where they live.

Members must opt to join a group. They will not automatically become members of a group covering their area of work or residence.

Regulations for interest groups

Formation

Any three members may advise Council of their wish to form an interest group.

In so advising Council they must nominate one of their number as convenor.

The advice to Council must also propose a name for the group. That name should be appropriately descriptive of the area of indexing to be covered by the group (e.g. periodicals indexing).

The advice should be forwarded to the Vice-President.

The Vice-President shall forward the advice to the Council for approval.

The Vice-President shall inform the convenor of the decision of the Council.

The Convenor will then notify ANZSI members, by email, a notice in the Newsletter, or other appropriate means, of the formation of the group and invite eligible ANZSI members to join.

Existing ANZSI members may join a group at any time by writing to the convenor and asking to be included on the mailing list.

Whether the convenor is located in Australia or New Zealand membership of interest groups should be open to all ANZSI members.

Conduct of Groups

Each group should maintain a mailing list of members.

Groups are not required to keep minutes.

Whilst it is likely that interest groups will function as virtual groups, this is not mandated.

Groups may organise social events, meetings addressed by a guest speaker, professional visits or similar events.

A group wishing to organise a course of any kind must contact the Education Coordinator and arrange the course in cooperation with the Society.

ANZSI members in good standing may attend a meeting of any group as guests.

At the end of each financial year the convenor will submit to the Secretary of ANZSI a brief report on the group's activities, and the current number of members, for inclusion in the Society's annual report.

Expenses

Groups are not authorised to maintain a separate bank account.

Council will include in its budget a sum for the basic running costs of each group.

The convenor of a group may call on this fund to cover such costs as venue hire, telephone calls (including teleconferencing), speaker's expenses (eg, ground transport or a small gift).

The cost of food or drink for ANZSI members will not normally be covered, however exceptions would be made for small amounts for shared food and beverages, eg, tea, coffee, fruit, cheese and biscuits for a meeting in a hired hall.

The sum allocated may not be exceeded without the approval of the ANZSI Treasurer who will require a submission setting out why the sum needs to be exceeded. Increased funding would normally only be available for events with a wide audience.

Expenses incurred in Australia will be funded by the Society through its Australian bank account.

Expenses incurred in New Zealand will be funded through an account maintained by the Society in New Zealand

Dissolution

Interest groups may be dissolved in accordance with the provisions of the Constitution.

General

Council may, at its discretion, vary the minimum number of members required to form a group.

Members must opt to join a group. They will not automatically become members of a group covering their area specialisation.

ANZSI events

Council meetings

9 June **21 July**

Regional meetings

Vic: Wed, 3 June, 6 pm

Victorian Indexing Club: The Victorian Branch library and its contents will be introduced by Karen Gillen. Mary Russell will also introduce the new indexing group proposed for Melbourne. The meeting is at 6 pm for 6:30 pm at the Old Op Shop, Holy Trinity Anglican Church, Kew.

The Branch Committee will meet in the same place, from 4:30 – 5:30 pm

Qld: Tues, 23 June, 7 pm

The Queensland branch's May meeting was cancelled due to sick kids. So at our June meeting we'll be hearing from members who attended the Canberra conference. Come along to share coffee, cake and conference highlights. All welcome. Tuesday, 23 June, 7:00 pm. Woolloongabba Ward Office, 2/63 Crown Road, Woolloongabba.

NSW: Tues, 28 July

Final Annual General Meeting; details to follow.

Vic: Sat, 8 August, 2:30 pm

The Victorian Branch 2015 Annual General Meeting will be held on Saturday, 8 August at 2:30 pm at The Langham, Southgate Centre, 1 Southgate Avenue, Southbank.

RSVPs by **15 June** are essential. Please contact Nikki Davis on <bookindexing@gmail.com>, or by calling 0414 758 712.

ACT: Tues, 18 August

Our final Annual General Meeting, along with a delicious and enjoyable dinner for members. Don't miss this momentous event! Brassey House, Barton. \$52.50 per person. More details to follow.

RSVP to branch president, Denise Sutherland, at <denise@sutherland-studios.com.au>



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Contact information

ANZSI's general email: ANZSIinfo@anzsi.org

ANZSI Council

President: **Glenda Browne**

Vice-President: **Lindy Allen**

Secretary: **Kerry Anderson**

Treasurer: **Michael Wyatt**

Council members: **Judy Richter, Terri Mackenzie, Elisabeth Thomas** and **Mei Yen Chua**

Branch Presidents (ex officio): Denise Sutherland, Nikki Davis, Julie Daymond-King, Mary Coe and Jane Douglas

Branch and regional contacts

ACT Region: President, **Denise Sutherland**

New South Wales: President, **Mary Coe**

New Zealand: President, **Julie Daymond-King**

Northern Territory: Contact, **Frieda Evans**

Queensland: President, **Jane Douglas**

North Queensland: Contact, **Jean Dartnall**

South Australia: Contact, **Jane Oliver**

Tasmania: Contact, **Christopher Brennan**

Victoria: President, **Nikki Davis**

Western Australia: Contact, **Shelley Campbell**

Newsletter

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Editor: Denise Sutherland

denise@sutherland-studios.com.au

About the Newsletter

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Opinions and statements expressed in the Newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the society.

Schedule

The next Newsletter will appear in July 2015. The contribution deadline is **Friday, 26 June**.

Please send contributions by email to the editor Denise Sutherland

denise@sutherland-studios.com.au

Advertising rates

For advertising rates, [please visit our website](#).