THIRD MEETING FOR 1984

Wednesday, 15 August, : 5.30 for 6 p.m.
at CSIRO, 314 Albert Street, East Melbourne
Committee Room, Third Floor

The Speaker : Jennifer Goddard
from The Information Management
and Consultancy Group

A U S T R A L I A N S O C I E T Y O F I N D E X E R S
NEWSLETTER

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I S S N 0314–3767

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This publication is indexed and abstracted by ACHLIS (Australian Clearing House for Library and Information Science) for AEI and LISA U.K.
At the outset, let me say how honoured I feel to be asked to address the Society on my work. I have been a member for close to seven years and, I regret to say, this is my first attendance at a meeting. It has not been disinterest that has kept me away but the tyranny of distance. To have that tyranny overcome by an invitation to speak - from Heather Cameron, to whom I give many thanks for her great help and consideration in arranging my descent upon Melbourne - is most flattering, and I hope I can justify that flattery by presenting an interesting address.

It is not surprising that people are rather taken aback when told that I spent 18 months indexing *The Australian Encyclopaedia* (*AE*). It has been a tale that has regaled many a dinner party, and it has also been an association which has created new friendships for me, and given me a very idiosyncratic knowledge of Australia - but more of that later!

I was first approached regarding indexing the *AE* in January, 1982. Negotiation continued for a month or so until Dick Appleton, the Editor in chief, Kim Anderson, an Assistant Editor, and myself had worked out some of the basic problems. As no doubt all of you know, the third edition of the *AE* had no index. Whilst not wishing to disparage a company that paid me well to index the 4th edition, it appears from my knowledge that the publisher made the decision to have no index for 3 Ed., apparently believing that an encyclopaedia was index enough. Fortunately, Dick Appleton, a courageous, resolute and persevering editor, had different thoughts about the fourth edition and managed to convince the publisher that an index was vital to an encyclopaedia. For this, I am profoundly grateful to Dick; and I am pleased to have this public opportunity to acknowledge his skill and dedication.

Dick Appleton and Kim Anderson had thought long and hard about the index before I was invited to join them. Kim, who is adept at understanding what you can do with computers, had put forward the basis of the system we were eventually to use, as well as two other systems. One system was simply a matter of cross-referencing each index entry to the encyclopaedia entries where they were mentioned - examples

Mc Guire, John see Bushranging
Machilidae, see Silverfish

I rejected this out of hand. I did not see much point in it. The other scheme was also general. However, the idea of indexing by headings - almost by paragraphs, - was exciting and suggestive of great specificity, and this general idea was the one we finally accepted.
It had to be explained to me in painstaking detail how it worked, since I am not very mechanically minded - just ask my car! - and eventually I understood.

Each entry in the AE was to have an alphabetical and numerical code - in fact, the computer typesetting system in use had already coded the entries in this way so that they could easily be recalled. The third edition was put on computer tape, and the fourth edition was rewritten, revised and indexed on the same tape. Thus the data base can be used in other ways than in the printed medium. The code worked in the following way - the first three letters of the entry were the alphabetical code, the four numerals followed which could list the entries in alphabetical order. Thus

- A Beckett was ABE 0010 (initially - later the first zero was dropped)
- Aberdeen was ABE 0020 and so on.

This system left room for entries to be slotted in. There could be 10 entries inserted between A Beckett and Aberdeen, and the computer could still sort and find them in order.

I was happy to use these basic references to index by for two main reasons - the first was that the encyclopaedia could be indexed as it was written without having to wait for page make up; and the second was that sorting would be done within the computer and the index would be complete as soon as the final article was indexed. Alas, this last aspect proved not to be. Sorting became a major problem, and the index was far from complete when the last encyclopaedia article was finally indexed.

What went wrong? To understand, it is necessary to look again at the system. First, each entry had a code already. To this code we proposed to add other "bits" to indicate headings, and subheadings, so readers could go straight to the relevant paragraph. I felt that this was rather better than having to search a column of a page, and I still believe it is so, despite the opinion of some reviewers that the index is cumbersome to use. I think people who want page numbers for every reference haven't read enough! The system, as shown in Australiana indicates it well - first AUS 110 - then AUS 110.1, then AUS 110.2, AUS 110.3 etc. First level heads and second level heads were initially meant to have separate index entries, but unfortunately the computer system could not be programmed to accept sub-sub entries in the index - a problem which was only realised 10 per cent of the way down the track.

The entries were typed in with each article as they were revised or rewritten on the computer terminal. A program had been written to sort the index entries once they had all been sorted, and arrange them in 3 columns on the page but and this is a very big but there was no way to gain access to the index until the trial run - out - or rather, to get any of it, it was necessary to run all of it. We ran it out twice during the indexing - once at 10 per cent, to check how it was going - and from this we were able to perceive a number of problems, and again close to the end for the necessary proofreading.

What did we discover at 10 per cent? First, there was a lot of operator error. If a space was left off, an entry did not code into place - that is, they were not sorting. Second, the computer had problems! In the index mode, it could not read, and did not accept, accents. It also sorted lower case separately from upper case. (This played merry hell with the Æ Beckett family, whose name changed in the index to A Beckett). It also would not sort numerals, or the sub-sub entries I have already mentioned. There was also a problem of the italic typeface coding.

The operator error we could do little about except to try and encourage consistency. The way the index was entered did not encourage this. I will explain the physical process - I received the copy of either revised or new entries every couple of days. I indexed this numeral by numeral - that is, in accordance with our coding
system — and then sent them on to the typesetter for entry. The setter either called up the old entry and revised it — inserting the code numbers at the beginning of each heading and the index entries at the end of the section — or typed in the new entries with the code numbers and index entries.

After we received the initial 10% print out we realised we had a big proofreading problem. The only way for it to be corrected was for me to read the computer print outs with the index entries in them. These were real printouts — not the typesetting. They contained all the formal codes for the typesetting, all the index entries buried in them somewhere, and all the eye-destroying qualities of print out sheets. This, I have to say, was the worst aspect of the index, and I must acknowledge the people I coerced into helping me through these awful sheets — Craig Sahlin, Anthony Albanese and Encyclopaedia Associate Editor, Keren Lavelle. Never again do I want to pore over 2.5 million words of computer printout searching for

IBABALONE & IL & ITAL & HALIOTIS & IBABERDEEN etc. All in caps, and all surrounded by the format codes to indicate their various typefaces, and all recurring in my sleep and in my coffee mug and — oh, it's still a nightmare to recall.

And still the indexing went on. Eventually, we reached the end, and then began the task of reading the page proofs. Less of a problem than the computer print-out, certainly, but three columns, and 200 pages, in 8 pt it was another strain. That one I did completely on my own, although the editorial staff at the Grolier Society did a lot to sort out the computer problems that were still emerging. It would be hard to describe the feeling that came over me when the last page proofs were handed to the courier, but I did have a bottle of champagne chilling in the fridge.

At the end, it was a race against time. The first volumes were already being printed while we were still proofing the pages. The publisher had set a launch date in November, and the Prime Minister had accepted an invitation to do the honours. The entire work had to be ready. But it was close. At the launch, there were only two complete sets in Australia (the work was printed in Singapore). One, a deluxe set, to present to the PM and the other a display set for the launch. It was only at the launch that I first saw the complete, printed index. It was with some trepidation that I opened volume 12 — and, while I know there are faults, while I have found errors, while there are things I would not do again — I was not entirely displeased with what I found within.

Of course, there were moments of light relief amongst all the hard work. Reading an encyclopaedia from end to end has its moment. I now know, for instance, which bird has as its call: chowchilla chow chow chow chowy chook chook. It is, as you may all know, the North Queensland logrunner, a fine-feathered friend also, and not surprisingly, known as the chowchilla.

It came as a surprise to learn that Australia's biggest apple growing area is Orange — a fact which could annoy Tasmanians, and may well be disputed, but which is in black and white in the AE.

Writers of articles for encyclopaedias are given their brief, the editors go through it, and the end result is usually a good description of the topic but some infelicitudes slip through, and I was amused to note that one writer stated: "Australian women, on the other hand, have been among the world's best", which I am sure every Australian, both male and female, is profoundly thankful for. Another writer, concerned more for health than language, allows us all to know that: "Obesity is a growing problem". Then there were those writers who were close to their topic. The Salvation Army, the AE asserts, was formed "to fight sin and win the masses to Christ", a statement which is no doubt true but somewhat disconcerting amongst what are otherwise dry and colourless facts. In another item I learned that "during the rum rebellion Macarthur was arrested for a breach
of port regulations". I supposed it was the duty of officers like him, who profited from the rum, to ensure they did not drink away their earnings. Some items were worthy of more research, which, unfortunately, I could not do. I was intrigued that "Philip Peter Jacob Wirth (why he was acknowledged so fully is one mystery) took only a week in Argentina to teach two wild mustangs to waltz together and perform tricks". If he had taken a week in, say, Brazil the result may have been different. And waltz? In South America? Couldn't they have been taught a more appropriate dance?

The AE, rightly, I feel, concerned itself with environmental issues, and noted that many exotic species have caused much havoc to the wildlife of Australia, as well as posing a danger to humans. Feral cats are nasty items to encounter on a bush walk. Smelly, large, savage creatures, they provoke no sympathy in me, but certainly a degree of horror. However, my bushwalks now have something more frightening to speed their progress, and that is the prospect of coming beak to beak with a feral fowl! Sometimes in the bush, apparently, these awesome birds await unwary walkers - but I find it hard to believe that an animal as stupid as a farmyard, or backyard, fowl could ever survive without some human protection.

Perhaps they live on 'snotty gobbles', a type of creeper. The name makes it sound a most revolting plant, but I do not know whether this is true or not.

However, my heart goes out to the humble abalone. I mention the abalone not because abalone is the first entry in the AE, but because of my great sympathy for Haliotis, the genus name for abalone. Abalone might seem a rather silly mollusc to waste sympathy on. After all, "the body is little more than a large muscular foot with a pair of eyes on stalks at one end and sensory tentacles around the margin". Neither the green lip abalone - Haliotis laevigata - nor the black lip abalone - Haliotis ruber - are terribly attractive which makes it less comprehensible why they should fall prey to what I consider to be the most terrible enemy of all, the one we all dread, yes indeed, Cliona - the boring sponge.

Imagine poor Haliotis, calmly sitting on the ocean bed, water flowing through the gills, and shell tightly grasping some seaweed, doing nothing much to annoy anyone, but suddenly confronted with the stupefying bulk of Cliona! No bored to tears here! Cliona takes it all the way, and Haliotis, weary from being forced to listen to Cliona's mindnumbing conversation and tastelessly dull jokes, finally succumbs, a limp and no longer living little abalone. It is a sad, sad story that rightly brings tears to the eyes.

I cannot finish without some reference to the selection of subject headings, and the other processes of method and, to a degree, style that went into the compilation of the AE index. The basic list of subject headings was derived from the list of Encyclopaedia entries I received when I began the job. I stuck with this basic list, even though many entries were deleted or changed because, while the entries might disappear, the subject did not. Then I sought assistance in the Dictionary of Biography to check certain cross references - but I should point out that we used our own referential system for individuals, consisting of last name - comma - first name - initial of second first name - full stop - so that we could differ between individuals of the same name with a birthdate or a description. Some of these, were also adopted from the 1958 index since I could think of no better way of doing the job. I interrupt my flow to point out that the 1958 index is a splendid piece of work, and I hope that mine approaches that one in quality. However, it took 4 people 4 years to compile, needed a large room and filing system to itself and had to wait for page proofs before it could be finally assembled. The 1983 index took 18 months, 1 indexer, no floor space or filing system to speak of since this was incorporated within the typesetting and the filing that went with the editorial process, and it could be generated with the rest of the work. It was more cost effective to computerise the index; but
I do not know that the final product was more malleable and capable of withstanding the onslaught of enquiring minds. I have pointed out the problems we had with the computer sort. It was necessary - and it is necessary in work of this sort - to balance cost, speed of production and efficiency to come up with the best product from all variables. I think we did that (- but I wouldn't necessarily do it again!).

There has also been criticism of the system of reference; - I have alluded to this earlier/ One criticism was included on the front of the last Newsletter to advertise this talk. Another criticism was published in Australian Book Review. Both these reviews were written by adults, to whom the Encyclopaedia as a work of reference is only peripherally aimed, and both stated that the alphabet-numerical coding was difficult to use. I don't agree, although I accept that, at first sight, the AE's index is very different. One reviewer suggested the index was designed "to need a minimum of revision". This is not so. The index will need to be revised with each article, so revision will be the same as rewriting. Yes, the index will provide a data base, but it will not be a simple matter to revise it. David Jones talking about "Reasons most compelling to the editor" and "publishers" and this is true. However, his preferred volume/page references system would not have worked. There are several reasons. The first is that the publisher, who was unwilling to have an index at all, would not have allowed the time for a volume/page index to be developed. Dick Appleton had to fight a long, bloody battle for there to be an index at all, and was restricted a budget which, I might say, went quite a number of dollars over the top margin. Second, both Dick and I felt a system that referred to smaller sections than a page was preferable to one that directed readers to another search. It should be pointed out to those who find the system hard to use that the index numbers are printed in blue on each page and to my mind make reference very quick once the system has been learned. It is indeed a new system - and one I do not really think holds up to the strategy employed by the publisher in marketing the AE - but it can be easily learned. Children, now learning computer languages and used to other media than books, should have little difficulty. Third, the index can adapt to non-print media easily. There were plans to put the AE on-line. I don't know how these are going or whether they are still afloat but.......

So, you see, there were compelling reasons for the alphabet-numerical system, and good reasons. And, while the result may not be as good as I might have liked it to be, and while it may be difficult for some traditionalists to come to terms, I still find it a matter of pride, and I have a great sense of achievement, when I look through my copy of the AE 4.

I hope that others will, too; and I thank you all, for your kind attention and patience in hearing me. Thank you.

DISCUSSION

During the discussion that followed the address, a number of specific questions about the index were raised. These included (though not in the order here reported) issues related both to the character of the index to the AE and to managerial aspects.

Regarding the nature of the index to the 4th ed. of the AE, several members wondered whether users might be "put off" because it does not conform to what they expect or are used to. It was noted, however, that with a little perseverance, users did get accustomed to the type of referencing employed and that carefully following the instructions the index was found quick and easy to use.

Jeremy Fisher (JF) stressed that any type of index other than the one adopted would have been very costly to produce. One of the main limitations remains the computer's limited capacity to file intelligently.
Asked about the reasons why there were no cross references to the earlier editions of the AE, JF pointed out that there was no managerial (or financial) link between the owners of the old editions and the new one, and consequently no funds to carry through so complex a task.

One of the advantages of the type of index adopted was that its compilation was not dependent on page proofs. Consequently, last minute changes in the contents could be readily reflected in the index. There had been no market research on the index at all but JF thought that this had no consequences. He stressed, however, that no index can improve upon the intrinsic quality of the book to which it is a part.

With regard to the relationship between the indexer and the Editorial Board, JF reported that there had been no real supervision of his work. There had been some kind offers of help from some members of the Editorial Board but these had been next to useless and had all to be put right afterwards. While a specific thesaurus was being kept, this was not done very systematically,

JF made it quite clear that he had compiled the index as a contract job. This enabled him to organize his time and labour as he thought fit. When settling for the contract, the Society's advice and norms were carefully considered and heeded in many respects. The contract included proof reading.

While JF believed that he did not do too well financially, he found the task satisfying - and he admitted that it was well regarded and earned him respect.

Jean Hagger commented on the problems of quoting for so big a job. Two and one half million words just cannot be treated in the same fashion as a book with 100,000 words in it.

JF pointed out that he was not offered any royalties in the work - but this applied to all authors who were given the choice between a fixed fee (proportionate to the length of their contribution) or a set of the AE. Most, he said, accepted a set of the AE.

JF added, in conclusion, that 1000 sets had been printed and that sales appeared to be slow. However, the AE has been included in the Doubleday Book Club lists.

The eleventh volume, he pointed out, contains a list of all headings used in the AE. The real reason for publishing this list appears to have been the unexpected large number of blank pages when that volume was being printed. This "feature" appears to be rather unsuccessful.

The meeting closed at 7 p.m. with a warm applause for the speaker.

* * * * * * * * * *

REGISTERED INDEXERS

The following indexers had been admitted to the Register by mid-July, 1984. (Further applications are under consideration).

Heather CAMERON          D. Joan JOYCE          Michael RAMSDEN
William COPPELL           Klaas KIMSTRA         Bettina STEVENSON
Bridget EVERETT          George LEVICK         John THANLEY
Jeremy FISHER            Josephine McGOVERN     Jean UHL
Jean HAGGER              Sue MUNRO              Cherry WALKER
Kerry HERBSTREET         Raymond OLDING         Chris WALKER-COOK
Pamela JOHNSTONE          Margery PRICE         Vera WICKS
The Society welcomes the following new members:

Mrs A. Benjamin 7 Ronald Street, Moorabbin. Vic. 3189
Mrs E. Lentsch Fine Arts, A.D. Hope Building, Australian National University, P.O. Box 4, Canberra City. 2601
Library, City of Footscray, 70 Buckley Street, Footscray. Vic. 3011
Mrs S. Liepa 5 Wellwood Square, Wheelers Hill. Vic. 3150
Mrs M. Marshall 33 Fisher Avenue, Sandy Bay. Tas. 7005
Mrs D. Newton 69 Eton Road, Lindfield. N.S.W. 2070
Ms B. Reed 98 Lee Street, North Carlton. Vic. 3103
Ms P. Trier 2/962 Burke Road, Deepdene. Vic. 3103

REVIEWS


ALISA in its published form is intended as a bibliographic service to Australian library and information workers; but a significant further function of ACHLIS is its contribution in machine-readable form of these entries as the Australian component of the international LISA, and the "information" component of the Australian Education Index. Being myself in a corresponding position in regard to agricultural bibliography, I know well the constraints that such contributory functions can place upon the form of a service of this kind, and what I have to say is not intended as criticism of the ACHLIS operation or of its staff.

But my brief is to review ALISA as such; and - in this form - particularly its index.

Indexing is based on the "ERIC Thesaurus of Descriptors" - primarily, no doubt, with an eye to the contributory requirements. As its name implies, the ERIC thesaurus presents what are essentially unit terms (notwithstanding that in form they are often phrases: "Curriculum development"; "Rural areas"). This kind of subject-heading is of course well-suited to machine-based searching, where the possibilities of post-coordination of terms are virtually limitless. However in a printed index their use simply as such obviously leads to unhelpful collections of undifferentiated references; and almost universally those who have found themselves dealing with such a situation have attempted to provide some form of contextual subdivision of the headings. In an environment of machine-manipulation, two possibilities present themselves: the unit terms can be combined in strings, and "rotated" in some fashion to bring each in turn to the entry-point, with the others displayed as sub-headings; or, under each unit term, the complete title of every entry to which it has been applied can be displayed. Of these, the first is relatively economical of space (or can be made so), but is capable of leading to cryptic - even utterly ambiguous - entries; the second is prodigal of space, but supposed to provide "complete" context. In my experience (not necessarily authoritative) the keyword-and-title solution is the more popular, especially among international contributory systems; and it is the one employed here.

The outcome is that the subject-indexes to these volumes occupy about one-third of their total number of pages, despite the fact that the main entries themselves (which include generous abstracts) are not economical of space. It is hard not
to speculate as to what a competent book-indexer might have done with such an opportunity: certainly such entries as the following would not - one may hope - have been published -

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This is of course a selected example, and most of the entries in these indexes are as good as one could expect from the kind of system employed. But such systems in general, so it seems to me, present an uninitiated user with an air of condescension - we have done our best for you, they say, it is this or no index at all, everything is a compromise. My daily view of these matters has been from the "systems" side for a long time; nonetheless I have every sympathy for users who feel that most of the compromising is done at their expense.

As to the content of the entries, there is little to complain of. The citations are full and helpful, often including such details as availability and price of documents. The abstracts are predominantly informative, both in the general and technical senses, and of a high standard.

Since I fill a busy life with doing - as distinct from studying - information work, I am not well-qualified to comment on the comprehensiveness of the collection, but the sheer number of entries - over 700 in 1983 - would suggest that enquirers should find here at least a strong lead-in to the Australian Literature. Having introduced that theme, though, I cannot refrain from commenting that the vast majority of authors represented here are quite evidently in my position; and, not by any means for the first time, I am lead to wonder whether any other established discipline has used the word "science" in as broad and loose a sense as does the library and information community.

G. R. T. LEVICK

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WHEN AN INDEX IS NOT AN INDEX

I wish I could blame a computer for the inept indexing found in *Electronic publishing abstracts* published by Pergamon Press on behalf of Pira, a British research association. It is, however, the editors and publisher who must bear the responsibility for failing to grasp the essential difference between the use of search terms in database operations and an index that is meant to be read.

Let me give some examples from an abstract of an article "Executive guide to data communications". The four main words in the title appear as isolated entries in the index. I suggest that the phrase "data communications" may mean something to a reader of the index but it does not appear there. The words "executive" and "guide" either singly or in combination seem to be worthless. The title of the abstract obviously needs supplementing from the body of the text. It is supplemented - but so badly. I have detected two items in the index that are useful - "packet switching" and "automated office". The other twenty-nine single word entries in the index are either insufficient or just plain ludicrous. How many of you would find any value in reading the terms "future", "new", "key", "alternative" in an index? The word "net" mystified me. Does it refer to a retaining mechanism for fish or hair? Perhaps it related to a network?

No my friends, it is "net" as opposed to "gross", because it qualifies the word "investments" which of course also appears in splendid isolation in the index. Strangely the word "leasing" also appears but not its counterpart "buying" in a phrase dealing with the acquisition of "equipment".

I feel that I have spent too long on the inadequacies of the indexing terms associated with abstract number 341. There are 294 other abstracts to look at.
in this issue (1984, Vol. 2, No. 2). Your heart sinks, so I will only give a few more gems from abstract number 414. The word "optical" gives no insight into the subject being referred to, namely, "optical scanners". "Social" refers to environments. "Human" refers to factors (a word that is not indexed even as an isolated item). But my greatest joy was reserved for the detection of the word "addition", which appears in the abstract at the beginning of a sentence dealing with (dare I mention it) word processing. I quote.

"In addition, management must consider word processing's future trends."

I can only add "Amen" to that and the index, which should have remained buried somewhere in a computer's memory.

B. J. WALBY

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BOOK REVIEWS - INDEXES MENTIONED

"Thoroughly indexed."

"... the entries are, intelligently cross-referenced as well as indexed."

"Look beyond the indexes which are impressive and work well...."

"The fourth edition has an index (lacking in the third edition), which will be welcomed by reference librarians. The index may prove to be a mixed blessing. Presumably in order to achieve an index that will need a minimum of revision when the next edition is published, the traditional reference to volume and page numbers has been replaced by an alpha-numeric code assigned to each article. Some users will certainly find this more difficult than the standard form of index reference."

"No index."

"There is no index."

"There are author and subject indexes."

"... the omission of an index, or of a contents list to the excellent photographs, is unforgivable."

"There is an index of common names (in very small print) on the back page."
"A glossary and a comprehensive index are included."

"An index allows full access to these entries by title and author, and limited access by subject."

"The volume has a 20 page index, but where Acts originally had their own indexes, they have been reprinted here with the Acts."

"There is a useful index containing the names, titles, and subjects, the last including references to definition clauses in various Acts. However, it is unnecessarily expanded by its references to the titles of amending Acts, listed in the introductory material of reprinted Commonwealth Acts."

"The book has no index."

"There are no index entries under Agent Orange, Chemical Warfare or defoliants."

"The 'backmatter' of index, notes and select bibliography is quite scholarly."

"The task of locating information through the index is made more difficult by spelling errors - for instance the versions of computer specialist Pat Konopatzke's name in the text and in the index, both of which are wrong; and the title of the software package The Bank Street Writer, correctly cited in the text, but mis-spelled in the index."

"One small quibble - it would have been useful to have provided an author index, thus enhancing its value as a ready reference tool for the busy manager."

"...the index is basically an extremely long list of names."

"A good index is provided."
READER'S Digest of Australia. Reader's Digest. Reviewed by Judith Scurfield, Australian book review, No. 60, May 1984. "Produced in conjunction with the Division of National Mapping, it covers the country in 148 sheets. They are indexed in a gazetteer of nearly 40,000 names, whose main fault is that it does not refer to a grid square within a particular map, but only to latitude and longitude."


SOURCES of Australian financial information. Infoquest Business Publications. Reviewed by Peter Bloomfield, Incite, Vol. 5, No. 6, 27 April 1984. "...the entries being unnumbered in eight sections with no indexes."

SPREADBOROUGH, Robert and Hugh Anderson. Victorian squatters. Red Rooster Press. Reviewed by Ian Wynd, Australian book review, No. 60, May 1984. "There is an index of runs but the squatters do not appear. Admittedly they are to be dealt with in a separate volume but, until that appears, it would have been useful to follow their activities from run to run. It would also have been helpful if the pages of maps had been numbered and the page on which a map showing the location of run had been included in the index in bold type."

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INDEXING COURSE

The course which was planned for June/July 1984 has been postponed to October/November 1984. More expressions of interest are necessary for the course to be held. Relevant forms were enclosed with the May issue of the Newsletter.

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FEES FOR INDEXERS

The response to our request for views of members on the question of fees for indexers has been dismal. All our readers must be indexing free of charge or perhaps they are all so busy with commissions that they have no time to contribute any views.

Before the Editor ceases editing this lively newsletter, he would appreciate receiving some communication from readers on this issue. His work colleagues are tired of being harassed for contributions.

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THE PRODUCTION OF THE BOOK SEMINAR

The Victorian Committee of the National Book Council are the organizers of this important function which will be held on September 15.

The venue for the seminar will be Leach Hall, University College. The seminar will commence at 9.00 a.m. and continue until 4.00 p.m., morning tea and lunch will be included in the cost.

The Committee is hopeful that Morris West will be back in Australia by then and will agree to open the Seminar.

Enlargement of the program will be given at a later date.

Further enquiries at this stage to : Nancy Gibson on 870 7040.
NEWSLETTER - NOVEMBER ISSUE

The closing date for copy is Monday 8 October.

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LAST MEETING FOR 1984

The meeting which was planned for 15 November will not be held. The Committee plans to arrange a one day seminar which will cover key issues facing indexers today. Members will be advised later of the date for this Seminar which will be held in early November - possibly the 4th.

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INDEX4 - INDEXING SOFTWARE

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Closing date for next issue 8 October 1984