



# Australian Society of Indexers NEWSLETTER

PO Box R598, Royal Exchange NSW 1225  
Volume 22, Number 1, January/February 1998 ISSN 0314-3767

## Editorial

Happy New Year to all AusSI members - may it be a stimulating and fruitful year.

I have taken over as Newsletter Editor from Dwight Walker, and my husband Jonathan Jerney is going to prepare the newsletter for Web publication. Dwight remains as Webmaster.

Well, there's nothing like getting involved to make you appreciate how much work goes into a society like ours. Congratulations to Dwight for his great work on the newsletter and website last year, and, personally, for his invaluable help and advice to me over the last few months (thank goodness for e-mail). As a novice desktop publisher I couldn't have prepared this issue without Jon's patient help with Publisher. My big challenge now is to organise my files so I can keep track of all the correspondence and contributions I receive.

This newsletter is primarily a vehicle for AusSI

announcements. This issue includes the announcements for the National and Branch Annual General Meetings (see nomination forms on back page), and of courses in Melbourne. The newsletter also publishes conference papers, book reviews, and articles on indexing and related topics. I would be really pleased to receive contributions (both large and small) from subscribers.

Glenda Browne.

P.S. If any Blue Mountains or Western Sydney members would like to help fold and envelope newsletters on a casual or permanent basis please contact us on (02) 47 398 199. Perhaps this could become the Blue Mountains indexers social gathering.

## Dates for your diary

|                           |        |
|---------------------------|--------|
| NSW and National AGMs     | p. 9   |
| Vic AGM                   | p. 10  |
| Book and database courses | p. 3-4 |
| Hobart conference         | p. 3   |

## New Members

A warm welcome to the following new members:

Jenny Davies, NSW  
Bill Duncan, NSW  
Susan Geary, Qld  
Ling Heang, WA  
Shirley Mackay, NSW  
Alicia Thompson, NSW

## What's Inside

|                                      |      |
|--------------------------------------|------|
| Honorary life membership proposals   | 2    |
| President's letter                   | 3    |
| Courses and conferences              | 3-4  |
| Language encyclopedia reviewed       | 5    |
| Futureproof Indexer conference notes | 6    |
| Web Indexing prize                   | 7    |
| Executive and newsletter contacts    | 8    |
| AGMs and calls for nominations       | 9-10 |

# National announcements

## Honorary life members proposed

The Society's constitution provides for the award of Honorary Life Membership in recognition of outstanding service to indexing and/or to the Society. Honorary Life Members have full membership rights without being required to pay membership fees.

The two members described below have been proposed for election as the Society's first Honorary Life Members. The nominations were made by John Simkin and Josephine McGovern, who provided the following testimonials. The nominations have been unanimously accepted by the National Committee. A motion for the award will be presented to the 1998 Annual General Meeting, for voting by members, where a two-thirds majority will apply.

### JEAN HAGGER

Jean was a member of the Society of Indexers in Australia, which preceded the present Society, and has been an active member of the present Society since its inauguration in 1976. She was Secretary 1978–80, Vice President 1982–83 and President 1984–86. As well as serving in these offices she has maintained a keen interest in the affairs of the Society; recently, with Joyce Gillespie, she has been engaged in organizing the Society's archives. As an educator, Jean had a distinguished career as Head of the Department of Librarianship at RMIT. Her interest in education carried over to indexing, in which field she has given help and encouragement in the running of courses in Melbourne. Jean's "retirement" has been marked by distinguished indexing in which she was one of the first to use the computer. Jean's deep interest has also taken her overseas to a number of conferences of the Society of Indexers where she represented AusSI.

### JOYCE GILLESPIE

Joyce Gillespie joined the Australian Society of Indexers at its inauguration in 1976 and became its Treasurer in 1977. She served in this office (and from 1990 combined it with the position of Treasurer of the Victorian Branch) with distinction until 1997, when the National Executive moved to Sydney, and now continues as Treasurer of the Victorian Branch. Joyce maintained membership records and exercised her particular interest in the Society's Constitution by guiding it through the changes needed in an evolving society. She maintained close liaison with the Society of Indexers and was involved in the process of affiliation as well as the negotiation of very favourable rates for Australian members to receive *The Indexer*. As Librarian of the Australian Society of Accountants, Joyce arranged for the Society's courses to be held in the ASA's very comfortable seminar rooms. Joyce's vigilance as Treasurer has contributed markedly to the Society's financial stability.

## President's letter

### Please Stand!

Dear Colleague,

With this issue of the Newsletter, we welcome a new editor, Glenda Browne, who (assisted by Jonathan Jerney) takes over the editorship from Dwight Walker, who has done the job since May 1996. Dwight has been an enthusiastic and innovative editor, and the National Committee has recorded its appreciation of his contribution. Dwight is relinquishing the editorship due to pressure of other commitments, but will continue as the Society's Webmaster, a role in which he has done a great deal of work in establishing and maintaining the AusSI home page, and in organising the Web indexing prize, both of which have brought our society considerable international recognition. Thank you, Dwight.

Like most small voluntary organisations the Australian Society of Indexers depends on a great deal of unpaid effort from its members to keep functioning. As election time approaches (see nomination forms on page 9 in this issue), a number of people holding office—some of them for many years—have indicated that they will not be able to continue to serve on the Society's committees. I would like to invite all members to consider whether they could spare some time and help share the load by standing for election to one of our committees. Please ring me, or your local Branch President, if you are willing to help. Please, stand!

Alan Walker, President

26 January 1998

## National announcements

This is a preliminary announcement about the next AusSI conference. *The August Indexer: Second International Conference* will be held in Hobart, Tasmania, Australia from Friday 27 to Sunday 29 August 1999. Please contact the organisers to express your interest in presenting a paper or just participating in the conference. Your name will be recorded to receive further details:

Australian Society of Indexers 1999  
Conference Programme Committee  
GPO Box 1251 Melbourne Vic 3001 Australia  
Tel: 61 3 92775549 (Margaret Findlay)  
Tel/Fax 61 3 95716341 (Max McMaster)  
email: findlay@acer.edu.au  
email: mindexer@interconnect.com.au

## International announcements

### The Indexer

For those of you who have been wondering what has happened to your copy of *The Indexer*, we have been informed that publication has been delayed in the UK due to a printing problem, out of the hands of the editors.

### ASI conference

Just a reminder about the ASI conference which is being held in Seattle from May 13 to 16. Australian participants include Alan Walker (CD-ROM indexing) and Max McMaster (database indexing). For more details contact:

Lori Lathrop, Lathrop Media Services  
7308-C East Independence Blvd., #316  
Charlotte, NC 28227  
Ph: 704-531-0021  
<http://idt.net/~lathro19>, email:  
INTERNET:76620.456@compuserve.com



## Branch announcements

### Introduction to Book Indexing Course Victoria, 18-20 February 1998

The Australian Society of Indexers (Victorian Branch) is offering a course on back-of-book indexing at ACER, 19 Prospect Hill Road, Camberwell.

Cost: \$250 (\$225 for AusSI, Society of Editors, and Australian Society of Technical Communicators members), including course notes, lunch and morning and afternoon teas.

Contact: Max McMaster, ph/fax: (03) 9571 6341, e-mail: [mindexer@interconnect.com.au](mailto:mindexer@interconnect.com.au)

Mail completed application with cheque/money order payable to the **Australian Society of Indexers** to Hon Secretary, Australian Society of Indexers, GPO Box 1251 Melbourne 3001 by Thursday 12 February.

### Database Indexing Workshop Victoria, Monday April 27, 1998

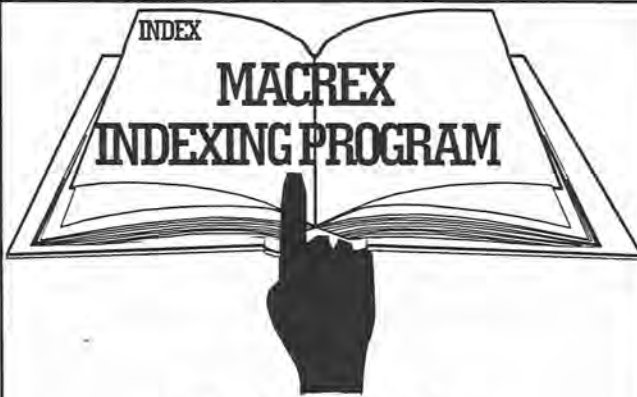
The Australian Society of Indexers (Victorian Branch) will hold a workshop on Abstracting and Indexing for Databases at the ACER Conference Room, 19 Prospect Hill Road, Camberwell, 9 am-4.30 pm. Cost: \$105 (\$95 for AusSI members) including lunch.

Contact: Max McMaster, ph/fax (03) 9571 6341. email: [mindexer@interconnect.com.au](mailto:mindexer@interconnect.com.au)

### **Society of Indexers (UK) TRAINING IN INDEXING**

Open-learning course for indexing books, periodicals, images and other information media. Write to:

**Training Administrator, Society of  
Indexers, Mermaid House, 1 Mermaid  
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## Book reviews

**The Cambridge Encyclopedia of Language.**  
David Crystal. 2<sup>nd</sup> ed. CUP. 480 pp. 1997. \$99.

'Language has been an object of fascination and a subject of serious inquiry for over 2000 years' says Prof. Crystal, whose approach is that of *linguistic science*. Following the success of his first edition, Crystal's professional career in linguistic research takes another upward step in his second edition. He illustrates the cultural diversity of the world's languages and describes aspects of their structure and use. He shows how language captures the breadth of human thought and endeavour.

It is the most common medium of understanding, yet it can be used as a symbol of intolerance, and create tension rather than be used as a means of lifting our spirits, calming our fears and bringing peace amongst individuals and nations.

Language reflects cultural and personal identity, but 'the thesis that some languages are intrinsically better than others has to be denied', says Crystal. Language in any society lays down prescriptive rules of usage, and the mediums spread across speech and sound, writing and reading, or signing and seeing.

Crystal's arrangement takes the user from popular ideas about language (belief and attitude) to the way language expresses individual or social identity, its structure and mediums, to the range of world languages and their use as the basis of communication. Each of these segments is analysed; for example, popular ideas bring together its quality, magic and function and the relationship between speech, thought and action. Physical, geographic, national, social and stylistic aspects are embraced in identity. The many mediums of speech, writing, reading and sign are examined. A study is made of the way children acquire the ability to speak, and the handicaps that may give rise to disabilities with language. The history and origins of world languages and the barriers they present are explored.

The author estimates that there may be between

3,000 to 10,000 spoken languages, but there is a distinction between language and dialect in this area of research. There are 'families' of language like *Bantu* in South Africa, which simply means 'people', as does *Carib* in South America. In both, the language is the dialect of the community (people) in these particular regions. Bright in his *International Encyclopedia of Linguistics* (1992) estimates that in 1980 there were about 5 billion people in the world who spoke about 6,533 languages.

Crystal traces studies of the origins of language from the 6th C BC by Psamtik I of Egypt to the 16th C AD by James IV of Scotland, but concludes that each generation has 'asked the same question and reached the same impasse'.

Crystal is of the opinion that 'languages are always in a state of flux.' He thinks that 'a world of unchanging linguistic excellence based on the brilliance of earlier literary forms exists only in fantasy.' This position may or may not stand squarely with his simultaneous publication *English as a global language\**, but it must be said that while promoting English as having the potential to be the 'international language of communication' he does not take sides but asks questions like 'Do we need a global language?' and 'Why is English the leading candidate?'

Divergence of language creates a barrier, but Crystal thinks machines may replace human translators. He cites the Japanese experiment of machine translation (MT) of telephone communication which is expected to be a reality by AD 2000. But can it? To quote his own thesis, no language can cover all thoughts or expressions in the same way. Though language is part of the fabric of the world it may not be possible to convey, in a foreign environment, the full meaning and symbolism of an event or fact in the language of its native place. Without an understanding of the social setting of the foreign environment mere words or signs do not convey the full meaning of events or facts. How, I wonder, will MT deal with this barrier?

\*Writing about Australia in the context of this book he says, "features of the Cockney twang of London

(Continued on page 6)



## Conference reports

Papers from the Futureproof Indexer conference are being published in a number of sources.

You can read some on the Web (<http://www.zeta.org.au/~aussi/futurepapers.html> and <http://www.zeta.org.au/~aussi/BarryT2.html>); John Simkin's article on professionalism will be published in *The Indexer*; and I will be publishing articles in this newsletter as they become available. Below is a review of the nuts and bolts session by Tricia Waters.

### Nuts and Bolts Session Notes by Tricia Waters

- This was a lively session led by Alan Walker and enjoyed by experienced and novice indexers. Prior to the conference, Alan had asked for suggested topics, some of which were:
- Charge for indexing a general 250 page book. From \$750 to \$3000. Can charge by page/entry/hour
- How many times does an indexer read the text?

Three times (first reading, skim, highlighting chapter headings and checking all pages are present; second reading, highlight indexable material, tending to over highlight, since it is easier to ignore unnecessary headings than to find missing headings later; third time, enter terms)

OR

twice, indexing names on first reading, and other concepts on second reading

(using different coloured highlighters)

See Lori Lathrop's *Index Estimator* for how long it should take (average 8 - 10 pages per hour + 1/3 time for editing)

- Multiple versus single indexes. Examples were legal documents with 3 indexes (index, table of cases, table of statutes) and a book on cartography which had 6 indexes (map titles, titles of inset maps, map makers & map publishers, geographic areas, subjects, ships)
- Headings for tricky names
  - Malcolm X
  - Calamity Jane
  - Winnie The Pooh (take "The" into account for filing)
  - Lee Kuan Yew
  - Oodgeroo Noonuccal (Kath Walker) (include qualifier)
  - Diana, Princess of Wales
- Chronological groupings of subheadings. Only use chronological order of subheadings if book is historical. Prefer alphabetical. If using chronological subdivisions make sure they are in the lowest order.

Options for indexing an archival collection of photographs. Create a database with fields. Decide the level of indexing, e.g. crimson rosellas, or waterfalls, or Blue Mountains, or tourist photographs (for a poster featuring birds in front of a waterfall in the Blue Mountains).

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(Continued from page 5)

and the brogue of Irish English can be traced in the speech patterns heard in Australia today. On the other hand, the variety contains many expressions which have originated in Australia (including a number from Aboriginal languages), and in recent years the influence of American English has been noticeable, so that the country now has a very mixed linguistic character." (*Published by CUP 1997 150 pp*).

Kingsley Siebel



## Web indexing prize

The Australian Society of Indexers is proud to announce the winners of the 1997 Web Indexing Prize:

**FIRST:** Christabel Wescombe  
(c.wescombe@library.usyd.edu.au)  
Fisher Library, University of Sydney  
Faculty of Education Internet Guide  
<http://www.library.usyd.edu.au/Guides/Education>

**SECOND:** Ann Treacy (atreacy@mr.net)  
MRNet, Minneapolis, USA  
An index for Minnesota web sites  
<http://www.mnonline.org/uffda>

**THIRD:** Graham Greenleaf, Geoffrey King,  
Daniel Austin (graham@austlii.edu.au)  
AustLII, UTS and UNSW Faculties of Law,  
Sydney, AustLII's World Law Index (including  
Project DIAL)  
<http://www.austlii.edu.au/links/World/>

Full details on all entries are available at:

<http://www.zeta.org.au/~aussi/web97winners.html>

Again the winner was a librarian. It was a hard choice between high powered Web database engines such as AustLII's and MRNet's and handcrafted annotated guides like the University of Sydney Library's. There were very good online book indexes, site indexes and bibliographic database indexes for genealogy, computer crime and exceptional FBI cases. The breadth of material indexed included Transformer fanfic (fan written fiction), Western Australian Aboriginal language handbooks and catalogues on North Queensland. Some had exceptional depth such as the Australian Studies' Australian current affairs links to online newspapers, the Queensland State Library's collations of links related to Queensland and the WA Recreation Network Inc. database of outlets for the disabled. It took us hours to wade

through them all!

One thing is for sure: since last year there are many more sophisticated methods for searching and indexing large amounts of online text. People are using databases as well as simple text editors to create indexes to these huge text databases. The sheer mass of information is making people either hand-sort the material using human intellect or use large search engines to tie in all the loose ends.

Enjoy browsing the entries. We're sure it will expand your mind to see the many different ways indexes are coming to the fore in the online arena!

Become part of Web indexing! This new form of electronic publishing work will become a flexible alternative for you to traditional book indexing in the next few years if you take the plunge!

Get in touch with AusSI to enter next year's prize. Contact the Webmaster, Dwight Walker, at 02-98902691 or [aussi@zeta.org.au](mailto:aussi@zeta.org.au) if you are interested in entering or learning more about Web indexing.

The Judges:

Dwight Walker (Webmaster, Australian Society of Indexers)

Alan Wilson (Librarian, Parliamentary Library, Canberra, Australia)

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**Newsletter Web page editor:** Jonathan Jerney

**Webmaster:** Dwight Walker

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This newsletter is sent free to all members of the Australian Society of Indexers. It is published 11 times a year, with a combined issue for Jan/Feb.

Copy should be sent to the editor by the last day of each month for publication in the middle of the next month. I would be delighted to receive contributions, both large and small, from members. Please contact me if you have any questions about suitable items for publication.

If greater than one A4 page, please send files on a disk or via email in one or two of Rich Text Format, Word for Windows, or plain text (ASCII). Contact the editor about unusual formats.

### Graphics

Please send image files in Windows Metafile (WMF), JPEG, or GIF format. Photographs and camera-ready copy can be scanned at high resolution by the editor. Contact the editor about other formats.

### Advertisement charges

Full page: \$80

Half page: \$40

Quarter page: \$20

### Send copy to:

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32A Ross Crescent  
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email: Diagonal@bigpond.com

### Membership charges

|                    |      |
|--------------------|------|
| Melb, Sydney, ACT: | \$50 |
| Rest of Australia: | \$40 |
| Overseas:          | \$40 |

### The Indexer (International indexing journal)

Janet Shuter, Hon. Editor  
Shuter@cix.compulink.co.uk

Corresponding Editor Aust/NZ: Glenda Browne

Cost: \$28 for AusSI members.

## Committee Members

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S. MacDougall, A. Peut

### QUEENSLAND GROUP with Soc. of Editors (Qld)

**Contact:** Julie Forrest (07) 3353 0120 (h)

email: J.Forrest@mcauley.acu.edu.au

### SOUTH AUSTRALIAN GROUP with Soc. Ed. (SA)

**Contact:** Susan Rintoul (08) 8235 1535 (h), fax 08-

8235 9144 email: seaview@light.iinet.net.au





# Australian Society of Indexers 1998 Annual General Meetings Requests for nominations

## Annual General Meetings—National and NSW Branch

The Annual General Meeting of the Australian Society of Indexers will be held at the Malabar Restaurant, 332 Pacific Highway, Crows Nest, NSW at 6.30 pm on Wednesday 18 March 1998. See page 2 for proposal for conferring life membership on two members.

The AGM of the NSW Branch of the Society will be held immediately after the national AGM.

The AGMs will be followed by an Indian banquet, at a cost of \$24.50 per person, drinks included.

RSVP: Garry Cousins 02 9560 0102 by 13th March 1998.

## Call for nominations—National and NSW Branch Committees

Please nominate members for positions on the National and NSW branch committees using the form below. You can copy the forms to nominate up to 8 members. Please use a separate form for each nomination. Signed nominations must reach the following address by 25 February 1998:

The Secretary  
Australian Society of Indexers  
PO Box R598, Royal Exchange, Sydney NSW 1225

We, the undersigned members of the Australian Society of Indexers, nominate the person named for the office indicated for the year following the 1998 Annual General Meeting:

Name of person nominated:.....

Please circle the office you are nominating the person for:

National Committee:      President  
                                 Vice-President  
                                 Honorary Secretary  
                                 Honorary Treasurer  
                                 Committee Member

New South Wales Branch:      President  
                                 Vice-President  
                                 Honorary Secretary  
                                 Honorary Treasurer  
                                 Committee Member

Signature of nominator:.....

Signature of seconder:.....

Signature of nominee:.....



# Australian Society of Indexers 1998 Annual General Meetings

## Annual General Meetings—Victorian Branch

The Annual General Meeting of the Victorian Branch will be held at Graduate House, 224 Leicester St., Carlton on Tuesday 24th March 1998. Sherry and nibbles at 7 pm prior to the commencement of dinner at 7.30 pm. Cost, including wines, soft drinks and coffee, is \$30 per head. Dress—smart casual.

During the evening there will be a brief AGM, consisting of President's report, Treasurer's Report and Election of Office Bearers. A highlight of the evening will be the conferring of Life Membership (after presentation and acceptance at the national AGM) upon two of our long serving members—we invite you all to come along and make this a special occasion for them.

RSVP by March 20th to Jenny Restarick: (BH) 03 9545 2178 (H) 03 9528 2539 Fax 03 9528 2539 or email [Jenny.Restarick@wark.csiro.au](mailto:Jenny.Restarick@wark.csiro.au).

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### VIC BRANCH AGM AND DINNER MARCH 24TH 1998

Yes, I/We wish to be present

NAME/S .....

CASH/CHEQUE/S .....for ..... persons

TEL CONTACT NO. ....

Please post to Secretary, Jenny Restarick, 208 Kooyong Rd., North Caulfield,  
Vic. 3161 or to GPO Box 1251, Melbourne, Vic. 3001.

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