

From the President



Happy New Year! I hope everyone had a good holiday break and enjoyed the Christmas/summer season. I'm sure most of you will be back into the swing of work by now. I am having an extended holiday this year, visiting my family in the USA. I am writing this column from El Paso, Texas, where we are enjoying a mild winter (18 degrees Centigrade)—much more pleasant than the 35 degree heat I left behind in Canberra!

My thoughts haven't dwelt much on indexing lately, but a request for taxonomy services which followed me to Texas via email started me thinking about future directions for indexing, and how everything old is new again. As I write, the Chinese are about to celebrate their New Year—the Year of the Dog. For ANZSI indexers, 2006 may well be the Year of the Taxonomist. Taxonomy seems to be the 'flavour of the month' at present and like many new concepts, it has strong roots in familiar material from the past. Many indexers have had experience in developing and using taxonomies, but have known them by different names: classifications, thesauri, subject headings lists, etc. All are slightly different, but all have the same focus: to provide controlled terminology which will improve access to a document or documents. Sound familiar? Of course it is—this is what every indexer, be it in back-of-book, web or database indexing, strives to do.

Why, suddenly, is there a renewed interest in what we have been doing for decades, even centuries? A lot of the interest is coming from the relatively new Information Technology industry, which has a tendency to believe the world was a void before IT began. Knowledge Management, metadata, taxonomies, search engines and a myriad of other concepts are extensions of or re-inventions of traditional tools of indexers, librarians and others. Many website developers are finally realising what the library community has known for ages: useful information depends on good access to it. Web developers are starting to see that they need to improve access to the information on their websites, that taxonomies can help, and that indexers can develop taxonomies. More and more, indexers are getting requests to create taxonomies (thesauri), or to apply them to web pages via metadata (subject indexing).

So what are taxonomies? Let me take you through a few definitions, some of which may be familiar to database

indexers. *Controlled vocabularies* are lists of terms used consistently to describe the content of an item. They can describe subjects or objects. The purpose is to use one term for one concept—a swimsuit is always called a swimsuit, even if the author sometimes refers to it as a 'swimming costume'. Users are pointed from the non-preferred term (swimming costume) to the preferred term (swimsuit) where they will find references to all the material on the topic. Indexes are by definition controlled vocabularies. Back-of-book indexers choose their preferred terms based on the language used by the author. Database and web indexers often use *thesauri*, which are lists of preferred terms and their non-preferred synonyms.

Thesauri are usually based on the concept of a *hierarchical structure* for the terms. Using our swimsuit example, the broadest term in a hierarchy might be clothing. A type of clothing is 'sportswear'.

A type of sportswear is a 'swimsuit'. A type of swimsuit is a 'bikini'. The terms progress from the broader to the narrower, and vice versa. This hierarchical structure for a subject area, or for a range of objects, is called a *taxonomy*. Navigation structures on websites, business classification schemes, and scientific genus-species classifications are examples of taxonomies.

Taxonomy seems to be the 'flavour of the month' right now, but like many new concepts it has its roots in familiar material from the past.

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It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

24 February for the March 06 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

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The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

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or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

Which indexing program?

After the ACT Region Branch's panel talk on 'A Day in the Life of a Back-of-Book Indexer', I had an email from a librarian who wanted to know what computer indexing software was used by members of the panel. This topic had not been raised in the panel so I offered to conduct a survey, which was advertised in the Newsletter. I did not get as many responses as I had hoped, but between verbal comments and some written analyses there were enough to form the basis for this report.

Cindex (advertised on page 7) seems to be the most popular, and is the only indexing program that can be used on Macintosh computers. You can try it out free by downloading its demonstration software from the Internet. If you like it, you can then order by email, and the company responds very promptly.

A newcomer to indexing, Alison Sloper, comments: 'With the software comes a 320-page, spiral bound user manual, which takes you from the very beginning of installation and creating an index. I picked up my software from the post office on the same afternoon that I collected my first indexing job. I read through the first few chapters of the guide that evening and had no trouble using the software the next day. Everything was very straightforward and so simple, with many of the basic commands being the same as in Microsoft programs.'

Shirley Campbell uses Cindex for back-of-book and newspaper indexing. She says: 'I chose Cindex because I was impressed by the commitment of Frances Lennie and her company to the product and to the profession of indexing. Frances comes to our AusSI/ANZSI conferences, so that members who use Cindex can build up a personal relationship with the provider of the software. Also, at the 2005 ANZSI Conference Frances ran a workshop which was immensely useful. Although the company is based in the US, the support for the software has been excellent. Emails are answered promptly and advice given readily.'

Other indexers, including members from rural NSW and Queensland, have made similar comments.

One Victorian indexer, Elizabeth Wood-Ellem, chose **Macrex**, because she preferred to use a UK product rather than

a US one, and because Max McMaster is on hand to help with problems. But two ACT members who have tried Macrex say they have found it unhelpful.

Jean Norman, an experienced ACT indexer and member of the Registration Panel, uses **SkyIndex** (v. 6), saying: 'I don't have a library background and have never indexed using cards, so its spreadsheet format suits me very well. A split screen shows entries and the index itself, and when you finish entering, editing and sorting, it generates a word processor file for further editing.'

Sherrey Quinn, another experienced ACT indexer, uses SkyIndex for back-of-book indexing and says: 'I chose Sky because it was favourably reviewed (as were other programs), and I liked what I read about its technical features (particularly those which assist in speed of data entry, and others such as being able to import or export indexes created in other programs). I read Michael Wyatt's review and comparison with other programs, and some other information about it. I realise that many of its features are also in its competitors (such as Cindex). However, once I had tried the demo version of Sky I found that it appealed to me, and I find the interface easy to use and quite intuitive. It was easy to buy, delivery was immediate and support is good.'

Sherrey adds: 'I also use **INMAGIC DB/Textworks** for bibliographies or database indexing. I have been using this for 20 years, for any work that requires capturing data and indexing it in any way. I have used it for bibliographies, subscription records, subscriber lists (generating invoices, mailing labels etc), and databases which describe things as diverse as traffic control devices, or the characteristics of libraries.'

I hope that these comments will be helpful to members who are considering buying one of these programs.

Edyth Binkowski.

ACT Region Branch Secretary

Duplicate Indexers anybody?

Did you get two copies of the October 2005 issue of *The Indexer*?

If so, please tell Glenda Browne at

<[redacted]> and all will be sorted out.

(From the President, continued from page 1)

Taxonomies by themselves are useful, but not as powerful for information retrieval as *thesauri*. A thesaurus adds an extra dimension to a taxonomy. Instead of just indicating broader-narrower (or whole/part) hierarchical relationships, thesauri also incorporate additional information and different types of relationships. Thesauri particularly indicate related terms, not only broader and narrower terms—in other words, a ‘see also’ relationship. Thesauri can also include definitions of terms or instructions on how to use or apply them (called *scope notes*), listings of non-preferred terms, indications of the top terms in a hierarchy, alphabetical displays of all the information attached to each term, etc. Taxonomies are a structural outline; thesauri fill out the structure and are a more helpful working tool.

A new addition to the continuum of ‘controlled vocabulary / taxonomies / thesauri’ is the computer concept of *ontologies*. These are semantic ‘rules’ which define and govern the thesaurus relationships, and allow many more relationships than the broader/narrower/related/preferred/non-preferred of traditional thesauri to be expressed. Ontologies are still in the stage where everyone has a different idea of what they are or what they do, and I’m not even going to attempt to explain my understanding of them! There are a number of good articles on the Internet dealing with these concepts—try a Google search on the terms ‘taxonomy thesaurus ontology’ for some interesting reading.

The Royal Society of Victoria visit

On a sunny Sunday afternoon last November, 21 ANZSI members and friends visited the Royal Society of Victoria, located in one of Melbourne’s historic buildings. Founded in 1854, the Society has a long history of important contributions to science, technology and discovery. These include forming government policy on science; surveying the natural resources of Victoria; establishing the Museum and National Parks; convening the first Australian Antarctic Exploration Committee in 1886; organising the Burke and Wills expedition; and more recently, establishing the Victorian Institute of Marine Sciences.

Viv Martin, Administrative Officer and Website Manager, and Doug McCann, Honorary Librarian, welcomed us in the grand Supper Room and then gave us a guided tour of the meeting rooms, lecture hall and magnificent library, ending with a talk on the history of the Society and its members.

The Royal Society’s library is now held and managed by Deakin University, an arrangement initiated by Professor Neil Archbold, the keynote speaker at our 2005 ANZSI Conference (alas, he passed away last November—see obituary on page 6). The main part of the library, largely made up of exchange copies of journals and proceedings from similar societies worldwide, has been placed in a special room within Deakin’s new library at Burwood. Its 1400 titles have been entered into the national catalogue Kinetica (Libraries Australia), where they generate 12 to 15 requests each week.

After the visit we enjoyed coffee with Viv and Doug, so concluding a fascinating and rewarding Sunday afternoon.

Mary Russell

In the past few years I have been asked to develop a number of taxonomies for websites, and on consultation often found the client really needed the extra power of a thesaurus. If you are approached, don’t assume your client knows the difference—it has been my experience that many IT people automatically use the terms they are more familiar with—taxonomy and ontology—because they simply aren’t aware that a thesaurus is a different, and perhaps more appropriate, tool.

If you found this column interesting but are still a bit unsure of how it all works, there is help at hand. The NSW Branch of ANZSI will be holding a Taxonomy Workshop early this year—watch the Newsletter for details. I will be running a Thesaurus Development session in March or April for the ACT Branch, which will cover material based on a workshop I will be giving at the commercial ‘Enterprise Knowledge’ conference in Sydney in March. We are hoping to generate a discussion group about taxonomies and thesauri—Madeline Davis from the NSW Branch has been instrumental in calling for interested parties to come together via email. If it truly will be the Year of the Taxonomist, ANZSI indexers will be well prepared to embrace it.

Happy indexing, and/or taxonomising!

*Lynn Farkas,
ANZSI President*

NSW Branch taxonomy seminar

NSW Branch will be holding a taxonomy seminar on **Sunday 5 March** at the NSW Writers’ Centre Board Room in the grounds of Rozelle Hospital (enter the Hospital from Balmain Road opposite Cecily Street and follow the signs to the Centre). For bus and parking information go to <www.nswwriterscentre.org.au/> and click on ‘Location and transport’.

The session will run from 1.30 until 4.30 pm, but you can arrive for a chat any time after 1.00 pm. Afternoon tea will be provided.

Planned speakers are Prue Deacon, Sherrey Quinn, Mary Huxlin and Elizabeth Drynan, with Helen Skewes as Chair.

The seminar will start with clarification of the terminology (ontologies, taxonomies, classification scheme, thesauri and so on) and the importance of being quite clear on what a client understands by taxonomy. This will be followed by discussion of specific taxonomies and other vocabularies, including the principles and steps to take when building a scientific/technical taxonomy. We also hope to have a speaker from the museum sector.

Cost is A\$30 for ANZSI members, A\$45 for nonmembers. Please phone Glenda or Jon on +61 2 47398199, or email <webindexing@optusnet.com.au>, to let us know you are coming.

Further details will be posted on the website and aliaINDEXERS closer to the date.

From the literature and other thoughts

I recently purchased two books from the Australian Society of Authors (<www.asauthors.org/cgi-bin/asa/publications.cgi/Home>), and was given a review copy of another. They contain a small amount of information directly relevant to indexing, and more that is indirectly related to indexing or relates to the publishing context. All are published by the ASA's Keesing Press, which was funded by a bequest from Nancy Keesing.

- Methold, Ken. *A-Z of authorship: a professional guide*. 3rd ed., electronic version. Strawberry Hills, NSW: Keesing Press, Australian Society of Authors, 2002. 237p. A\$12.00 (royalties are donated to the ASA).
- Australian Society of Authors. *Australian book contracts*. 3rd ed. Strawberry Hills, NSW: Keesing Press, Australian Society of Authors, 2001. 116p. Nonmembers A\$27.50 + A\$3.30 postage
- Spender, Lynne. *Between the lines: a legal guide for writers and illustrators*. Strawberry Hills, NSW: Keesing Press, Australian Society of Authors, 2002. 272p. Nonmembers A\$38.50 + A\$5.50 postage

A-Z of authorship is emailed in PDF format. It contains, in dictionary format, everything that Ken Methold found useful to know as a professional author, including topics such as 'Cooperative publishing', 'Copyright', 'Covering letters', 'Greeting cards', 'Investigative journalism' and 'Literary estates'.

The 'Approved (ASA) contracts' section says: '*Supply of extra material*. The most common "extra" is the index of a non-fiction work. Authors who are not able or willing to compile their own indexes will probably have to pay for it to be compiled out of their royalties. Professional indexers' fees are commensurate with the amount of work involved and can be a considerable charge against royalties to be earned. The ASA recommends that publishers pay for professional indexing as a production cost.' Most indexers would agree heartily with the last sentence!

The 'Indexing' section expands on the above, and makes two interesting points. One is the suggestion that 'Indexing can be a useful supplementary occupation for the freelance writer as it is the kind of work that can be fitted in with one's own work.' The other is the idea that: 'Some authors want to work on the index because it can reveal any serious omissions from the work.' I agree that indexing can detect faults in a book, however, it is not much use finding any 'serious omissions' when the book has been finalised. If there are serious omissions at the indexing stage it suggests a failure in writing and editing.

There is a section for the Australian Society of Indexers (AusSI; not yet updated to ANZSI) and one on the Arts Law Centre (<www.artslaw.org.au>), which offers a mediation service. This could be useful for indexers having contract or payment difficulties.

The *A-Z of authorship* is easy to read and well-structured, and I recommend it for anyone interested in the broader field of writing and publishing.

Australian book contracts is divided into print (writers and illustrators) and digital contracts. Each part goes step-by-step through the ASA's Minimum Approved Contract, with notes on the significance of clauses that may be offered. For example, Part 1, Delivery, says: 'Do not accept a clause which says the manuscript shall be "satisfactory to the publisher"'. As I write this (September, 2005), there is a discussion on Index-L about the inclusion of this requirement in a contract an indexer was asked to sign.

As well as giving specific advice, the book encourages authors and indexers to have confidence in their ability to negotiate, saying: 'All clauses in all contracts are negotiable. Any contract offered is an opening bid.' This is relevant to many indexers who are asked to sign contracts with requirements that are not easy to comply with. See, for example, the summary of Robyn Colman's survey on insurance for editors and indexers (p.6, www.aussi.org/anl/2005/May05.pdf).

There is a list of definitions at the start of each section. Some are useful, but others seem obvious (e.g. 'GST' and 'CD-ROM') or wrong (e.g. 'Ebook' defined as a 'hand-held reader for digital materials').

The ASA also provides a contract advisory service for members. I would strongly recommend either the use of the service or detailed perusal of this book for anyone about to sign an authoring contract. People interested in indexing alone, however, would be better served by *Between the lines* with its broader scope.

Between the lines has eight chapters covering copyright, defamation and censorship, contracts, ethics, getting paid, money matters, wills, gifts and bequests, and the politics of authorship.

Copyright exists for 'compilations of information' (p. 11), which should cover indexes. There have been discussions on Index-L about the use of copyright ownership in indexes as a lever for getting money from problem payers. This section also discusses moral rights, which give indexers and other creators protection from distortion of their work.

On indexing, the 'Contracts' chapter states: 'Some authors are prepared to argue that complex indexes and bibliographies should also be a production cost and be done by a professional indexer but others prefer to manage these themselves, particularly if they are skilled as indexers or are familiar with software packages that make these tasks easier.' (p.107)

There are lots of warnings in the book, with anecdotes from writers who have been conned by fraudulent poetry competitions, unethical publishers and so on. I think we are lucky as indexers that we avoid some of the more complex problem areas, and can skim a lot of the legal and ethical sections of the book saying: 'that won't be relevant to me'. Similarly, we are not likely to have copyright to leave in our will, or significant documents to donate as a tax-deductible 'Cultural Gift'.

In the 'Getting paid' chapter there is practical advice in the section 'Chasing money owed', including use of letters of

demand or a small claims court, while the 'Money matters' chapter covers income tax, GST, superannuation and insurance. Indexers are not the only ones hassled by insurance requirements. Two writers were invited to speak at a writers' festival, and then asked to provide their own public liability insurance!

'The Politics of authorship' chapter discusses the low incomes of authors (which have dropped relative to other occupations over the last fifteen years), and the 'conglomeritis' caused by constant takeovers in the industry. Changing conditions include lower royalties, and fewer lunches and launches. Apparently early in the twentieth century 'there was no mention of authors paying for editing or indexing'.

Both the contracts book and *Between the lines* were ably indexed by Diane Harriman, who is acknowledged at the front

of the book. The *A-Z of authorship* (dare I say it?) doesn't need an index as it is alphabetically arranged AND electronically searchable (although I guess if you printed it out, a printed index might be handy).

As I said earlier, all these books contain something of interest to indexers. There is a fair bit of overlap, with topics such as contracts covered to some extent in each of them, which means an indexer would be unlikely to buy all three. The *A-Z of authorship* gives a good overview of many aspects of publishing and writing, while *Between the lines* is more relevant for those concerned about legal and financial issues (and may therefore be the one most indexers are likely to consult).

Glenda Browne

How to index, for non-indexers—an overview

(Talk presented to the Canberra Society of Editors meeting in September 2005 with the title 'Indexing for non-indexers'. A condensed version of this talk appeared in the ANZSI November–December newsletter)

These are the basic steps involved in indexing. Following this sequence will ensure that you cover all the basic processes for creating an index, but be warned—indexing is an intellectual task undertaken by information analysts. Only experience, practice and a predisposition for information retrieval can help you decide what to include and what not to, how to identify key concepts, and how to present your index in a clear and concise manner.

1. **Read the document** all the way through, at least once before you begin indexing (you will probably be reading most or all of it a number of times again as you progress). Get a feeling for the main issues, important points, general structure, etc of the document.
2. Beginning at the start of the document, go through it page by page, **identifying key concepts**, names, places, non-text items (maps, photos, illustrations) etc which should be included in the index. Some indexers highlight these in the work (if using paper-based products), some transcribe the terms onto cards, most enter the terms used directly into an indexing software package. Be sure to include page numbers for every item you record. Try to use the author's words, but if a concept is there but not named, include it as an entry point. (Note, this step may include going back through the document a number of times)
3. **Sort the 'entries' you have created into order.** Most indexes are in alphabetical order, but you have choices about filing arrangements, and for historical or biographical works you may also choose to arrange sub-entries into chronological rather than alphabetical order. If using file cards, this will be a manual sorting exercise. If using software, the program will sort for you.
4. **Edit your entries for structure.** Identify synonyms for the same concept and ensure you make cross-references from variant terms to the preferred term. Identify related concepts or terms and add 'see also' references to link them in the index. See which concepts have large numbers of

page references attached and decide if these can be broken down into smaller groupings. Decide on the wording for these 'subheadings'. Change the wording of your entries (or 'headings' as they will now be called) to reflect the decisions you have made.

5. Sort your entries again, and **edit for content.** Are the headings consistent in format? Do they reflect everything in the work? (you may have to re-read parts, or all of the work to check this). Can they be 'read' and understood easily, particularly the subheadings? Do all your references lead to something relevant? Make any changes needed to ensure full and correct content.
6. View your entries in the final format (e.g. in the number of columns and font size required by the publisher), and **edit for space limits.** Are you within the page limit specified by the publisher (most indexes aren't, at this point). If you exceed the space limit, **'prune your index'** by cutting out the least essential or least informative entries, reducing the number of subheadings, and/or amalgamating similar headings into one broader concept heading.
7. If necessary, sort your entries again to reflect the changes in Step 6, ensuring that if you have merged some headings or subheadings your page numbers have migrated to the correct heading. Now **edit for style.** Ensure commas are in the correct place, bolding and italics are used when needed, capitalisation is appropriate, leading articles are not used as filing points, etc.—the Style Manual covers all the points you require.
8. **Check your final 'proof' for accuracy.** Do a spot check of page numbers to ensure you have transcribed them correctly. If you haven't done so already, run a spell-check over your headings. Re-check your cross references and decide if any can be converted to double indexing (this is useful if a 'see' reference only has one or two page references attached; in that case it is easier to add the page numbers

(continued on page 6)

(Indexing for non-indexers, continued from page 5)

after both forms of the heading rather than creating a 'see' reference from one to the other).

9. Add an introductory paragraph if necessary, **explaining any symbols** you have used to indicate maps, illustrations etc (for example page numbers in bold or italic). Provide the client/publisher with your **index in an agreed format**—many prefer an electronic copy plus a paper copy.
10. If you have reached this point and are happy with your results, congratulate yourself—you have created your index! If you have reached this point and are not happy with the results, **call a professional indexer** and get some help.

Indexing Tips for Non-Indexers

1. **Include an index.** The detailed information in most nonfiction documents requires detailed access. Even a comprehensive table of contents will not cover all the issues or ideas in a document.
2. **Use an indexer.** Professional indexers can index more efficiently than you can. They have the expertise, experience and specialist tools to get the job done quickly and correctly, the first time. In the long run they will save you money, either in real dollars or in equivalent time spent on the task. There are freelance indexers available in all states and territories. The Australian and New Zealand Society of Indexers (ANZSI) maintains a directory of indexers, some of whom have undergone the Society's registration process which ensures their work meets our basic standards for good indexing.
3. **Don't use word processing index generators.** Not unless you are very proficient with manipulating the word processing

package, and/or have lots of time to spend editing your final product. While the index generators in word processors are improving, they do not yet (and probably never will) provide the special time-saving features of dedicated indexing software.

4. **Invest in indexing software if you intend to index yourself.** Cindex, Macrex and SkyIndex are used by professional indexers around the world, are well supported by their parent companies (and some by agents in Australia), and are relatively inexpensive. They have been developed by practitioners in the indexing profession, and include lots of advanced features appreciated by freelancers. They are all relatively simple to operate, and you can be up and running creating a basic index fairly quickly.
5. **Buy the most recent Style Manual.** The chapter on indexing was written by one of Australia's longstanding practicing indexers and provides all the basics to get you through a DIY index.
6. **Visit the ANZSI website.** The Australian and New Zealand Society of Indexers' website provides information and links to indexing issues, as well as a directory of practicing indexers if you decide the task is too much for you! Visit us at <www.aussi.org>. In addition to setting recommended rates for indexing and providing information for potential clients about what an indexer can do, the Society runs biennial conferences and numerous state-based workshops and training sessions, which are open to nonmembers. The ANZSI site can also link you to the websites of other affiliated bodies overseas (e.g. the American, Canadian and British indexing groups).

*Lynn Farkas,
President, ANZSI*

ANZSI ACT Region Branch records

ACT Region Branch Committee has been trying to bring together the records of its early years. The Newsletter has reported on Branch activities from its creation, and since there is so little else in the way of Branch records, we aim to assemble and preserve a complete set of Newsletters. The Committee members have offered their own issues, so the set is now complete back to 1993, with earlier records as follows:

1992: v.16, no issues; 1991: v.15, nos 3 and 5;
1990: v.14, nos 1–2; 1987–89: v.11–13, no issues;
1986: v.10, nos 2–4; 1985: v.9, complete.

We hold no issues of vols. 1–8. If you have any of these early issues and are willing to part with them or copy them, please contact the ACT Region Branch secretary by phone on +61 2 6281 2484 or by email at <edyth@anzsi.org.au>.

*Edyth Binkowski
ACT Region Branch secretary*

ANZSI ACT Region Branch BBQ

The Branch held its traditional summer barbecue in early December by Lake Burley Griffin, enjoyed by all (including a large gaggle of greedy swans). More about the function and some photos in our next issue, space permitting.

Vale Professor Neil Archbold

Those of us who went on the tour of the Wonthaggi Coal Mine last year or attended the ANZSI Conference in March 2005 would remember Neil Archbold, who provided such a knowledgeable commentary on coal discoveries in the Wonthaggi area and gave the keynote speech at the Conference. Neil's health was not good, and he passed away late last year in Argentina where he had just attended a geology conference.

Max McMaster attended his Memorial Service in December and conveyed our sincere condolences to Neil's family. On page 3 in this newsletter you can read an account of a recent visit by ANZSI Vic Branch to the Royal Society of Victoria. Neil was a past President of the Society, and helped to ensure a permanent home for its fine library collection, now hosted by Deakin University.

Jenny Restarick

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8189

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From the President



Olympic Games may bring out the best in athletes, but they also bring out the worst in commentators' sporting clichés. One of my bugbears is 'sporting hero'. I fail to see anything heroic in people competing against a clock or playing games. I was so annoyed by what I considered the misuse of this term that I checked it in the Macquarie Dictionary—only to find that the definition 'person of distinguished courage *or performance*' has, in fact, been correctly applied. Under this expanded definition, not only those who put their lives in danger to assist others are 'heroes', but anyone who excels in the performance of their tasks can also lay claim to this title.

This made the meaning of another cliché, 'unsung hero' much clearer to me. Unsung heroes really *are* the 'quiet achievers' of advertising fame (although I'll leave it to you to decide whether this quality is as exclusively 'Aussie true blue' as our advertisers would like us to believe!) And pretty high up on my Olympic roll call of unsung heroes are volunteers.

Volunteers are the lifeblood of ANZSI. In a society with about 220 members, almost 20 percent hold a formal position and are actively involved in the running of the society. About another 40 percent attend branch meetings and activities. Our conferences usually attract over 50 percent of members, plus others from allied professions. With the exception of Peter Judge, our newsletter editor, which is a paid position, all the work done for ANZSI is by volunteers. Even Peter's contributions go far beyond the payment he receives. I can attest to his cheerful acceptance of late copy, returning phone calls on Sunday evenings, and writing extra articles when promised contributions are not forthcoming!

Our volunteers achieve enormous amounts for the Society. We take for granted our branch meetings, our training program, our mentoring scheme, our membership database, our website, our *Indexers Available*, our conferences and workshops, our library, our newsletter, our reciprocal arrangements with other indexing societies, our new constitution, our new branches, etc. Each of these achievements has come about because of the good ideas, and hard work, of our volunteer committee members. When I discuss our activities with members of other professional societies of a larger size, they are often surprised that we have been able to accomplish so much—thanks to our unsung heroes.

Volunteers are the lifeblood of ANZSI

The most amazing part of these achievements is that our volunteers have maintained this commitment and enthusiasm for over 30 years. Next month marks the 30th anniversary of the founding of the Australian Society of Indexers, whose inaugural meeting was held on 27 April 1976 in Victoria. Many of our members will remember those early days of our Society. Who would have dreamed that 30 years on it would be a thriving international body which continues to expand in membership and ideas?

Other societies would organise a formal celebration to mark such a milestone. ANZSI is no exception—our members love an excuse for a social occasion! Because of our uniquely autonomous branch structure, each Branch will arrange its own way to celebrate. My local ACT Region Branch will be combining its celebration with our 'federal' ANZSI Committee during our next administrative outlook conference in May, when office holders from various branches will meet with us in Canberra. The ACT Region has planned a dinner for the meeting weekend, so that local members have an opportunity to find out what others are planning, in an informal atmosphere. And we hope to announce the culmination of a long-term project—but the details of that will remain secret until the night!

(continued on page 3)

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Deadline for the April 2006 issue: 31 March

Newsletter, Webmaster and Registration contacts

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It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

31 March for the April 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

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(international indexing journal)

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registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

News from the Society of Indexers

Wheatley Medal nominations

Nominations are open for the 2006 Wheatley Medal for an outstanding index (closing date 31 March 2006).

First awarded in 1963, the Wheatley Medal has since been presented for indexes to a wide range of publications, from encyclopedias to journals, with subjects ranging from law and medicine to biography, literature and history. All indexes published in English throughout the EU between 1 January 2005 and 31 March 2006 are eligible.

For further information about the Wheatley Medal (including a list of previous winners) and to download a nomination form, visit <www.indexers.org.uk/awards/Wheatley.htm> or contact the Honorary Secretary of the Society of Indexers (secretary@indexers.org.uk)

Durham Conference 2006

The annual Conference, titled *Aidan Bede Cuthbert: The ABC of Indexing*, is to be held at St Aidan's College, University of Durham on 7–9 July 2006. The deadline for bookings is 31 March 2006, although late bookings may be possible subject to availability.

ANZSI Queensland Branch news

Dear Queensland Indexers,

My name is Moira Brown. I am quite new to the wonderful world of Indexing—my background was in libraries (Queensland State Library) and self employment—but I have volunteered to be the ANZSI representative for the Queensland Branch in 2006. I will do my best to contact all Branch members personally by email or telephone as soon as possible.

I am sure that we would all like to thank Ian Odgers, our outgoing ANZSI representative, for all the hard work he put in on our behalf. Ian represented the Queensland Branch for several years. He was a great help to me, as I am sure he has been to many others, when I first entered this profession of Indexing. Our heartfelt thanks, Ian, and best wishes.

Meet your colleagues!

You can enjoy some really useful networking at the Society of Editors

The Conference will focus on education for and about indexing, and will feature topics including the teaching of index use in schools and the psychology of indexing, along with a variety of seminars, workshops and peer reviews. Durham's unique surroundings and heritage will provide a spectacular backdrop to the Conference. Further details are available on the website at <www.indexers.org.uk/conferences/conf2006.htm>.

50th Anniversary Conference

The Society celebrates its 50th Anniversary in 2007, and this milestone will be marked by a special Anniversary Conference in London, on 13–16 July 2007. Further details will soon be available on the website, or from the SI Office.

Workshops

Details of workshops in London and Durham are on the SI website.

*Jane Coulter, Society of Indexers
news@indexers.org.uk*

(Queensland Branch) meetings, on the first Wednesday of each month at The Coffee Club, 349–351 Logan Road, Stones Corner, Brisbane, at 6.00 pm for 6.30 pm. Nonmembers pay a \$5 entrance fee and you can buy meals and snacks there. The meetings feature guest speakers on a wide variety of topics of great professional interest.

The Editors are a friendly group, and as we Queensland Indexers do not have meetings of our own, this Editors group is perhaps a starting place to find work contacts and friendships for the future. If you live in the Brisbane area, do please come along.

My best wishes for 2006. May it be a busy and prosperous year for us all. Please contact me if you have any questions and I will try to help—my contact details are on the back page of this newsletter.

Moira Brown

(From the President, continued from page 1)

Victoria, too, has already organised their event, and this occasion will have great impact for them as a joint celebration of the founding of AusSI and the Victorian Branch. Other Branches will, I hope, follow suit—watch for details of your Branch's activities.

These are wonderful activities and I urge you all to attend. However, in keeping with our tradition of volunteering and joining in, I would like to ask an additional effort from each of you reading this column. In this our 30th year, I would like every one of our members to individually do one thing for the Society. This might be as simple as attending just one meeting, or making contact with one indexer, or even helping to organise an activity. If you live remotely, why not join *AliaIndexers*, our online discussion group? If you aren't into meetings, drop the newsletter a line and let us know if you like the format (I'd love to know if you enjoy my ramblings, or if I should 'sit down and shut up'). Have you seen an interesting item about indexing in the media—send it to Glenda Browne for her 'From the Literature' column. If we can achieve all that we do with 40 percent of our members contributing, imagine how we could excel with 100 percent involvement!

I'd like to continue on this theme of volunteers and highlight just two of our Society's many unsung heroes. The first is the newest of our volunteers, and it gives me great pleasure to welcome Moira Brown as our new Queensland contact. Moira introduces herself in a separate article in this issue, and as you will see from her background and enthusiasm, she will be a great asset to the Queensland contingent. Those of you who are new to ANZSI may not be aware that we do not have Branches in Queensland, South Australia, Tasmania or Western Australia. To form a Branch, there must be at least ten members in a region, and most of the above regions either have less members or (as in Queensland) they are spread over such a vast area that it would be difficult to carry on Branch-like activities. In these regions, members have volunteered to act as ANZSI contacts. They keep an eye on any activities that occur in their area which might interest or involve indexers (in Queensland and South Australia, for example, many indexers attend Society of Editors meetings), report activities for the newsletter, are available for indexers in that area to contact and generally put people in touch with others in the region. Susan Rintoul has been our South Australian contact for many years, and we are grateful for her

continued involvement. The position of Western Australian contact is currently vacant and we would be very happy to accept a volunteer for this position. Tasmanians have traditionally worked through the Victorian Branch, but as their numbers grow we would welcome anyone who would like to act as a local Tasmanian contact as well.

Our next unsung hero has been active in ANZSI for many years. Most of you are probably familiar with his work as our Webmaster. This year Jon Jermeý has also taken on the role of NSW Branch President. With his wife and partner Glenda Browne they raise two children (who have grown up at AusSI/ANZSI conferences!) run a business, devote enormous amounts of time to our Society and provide excellent practical contributions to the running of ANZSI. On top of all this, Jon has been working on ways to improve updates to *Indexers Available*, which until now has been a complex task for both the Membership Secretary and the Webmaster. Jon has now developed a trial site for ANZSI members to update their own entries to *Indexers Available*. Details of how to do this are in a separate article in this issue, and each member will receive an email explaining it in more detail. Access to this site is by individual password for security. The site resides on Jon's own website for this trial period, but clients will seamlessly link to it from the *Indexers Available* link on our ANZSI website. When the ANZSI website redevelopment is finalised (and by the way tenders are being sought at present), this new version of *Indexers Available* will be incorporated into the new ANZSI site.

These improvements to *Indexers Available* have been long awaited by many of you, and would not have been possible without Jon's perseverance and initiative. Bear in mind that it is still a trial, and we welcome your feedback if things go wrong or you would like other features incorporated—we can fix the problems and promise to consider the suggestions! I lived with a programmer for many years and can attest to the amount of time, effort and patience which would have gone into this work. Please take the time to look at this new development and update your own entry. We thank Jon for this enormous contribution to the business side of ANZSI. If the definition of hero is 'person of distinguished performance' then I have no doubt that Jon's contribution is truly heroic.

Lynn Farkas

ANZSI *Indexers Available* going live

ANZSI has arranged for members to update their membership details and their *Indexers Available* details via the web. In future this will be incorporated into the new website, but until this is ready it is being hosted at the Webmaster's site.

You can find a list of members at <www.webindexing.biz/ANZSI/NameList.asp>. To edit your details click the link marked EDIT next to your name. You will then be prompted to enter your surname and password. Passwords have been sent out via e-mail. If your name is not in the list, or if you have not

received a password, please contact the Membership Secretary on memsec@aussi.org.

If you indicate that you want to appear in *Indexers Available*, part of your information will be available for searching by employers on <www.webindexing.biz/ANZSI/SearchForm.asp>. This will reflect whatever you have entered into the information form, so please ensure that your details are correct.

Jon Jermeý

From the literature and other thoughts

inCite, September 2005

Matthew Rimmer (p. 10) discusses two legal cases in which universities sued academics for private commercialisation of projects which started in university-paid time. One judge noted that the loyalty expected of public servants in the past can no longer be assumed because of changes to employment conditions including an increase in contracted positions and emphasis on business priorities. It may be that the cost-cutting employee-hurting measures that have been implemented in some public service areas are now coming back to haunt them. In my part-time library job, comments from the Premier of NSW that 'books and magazines' are one area of waste in the health service that should be cut certainly doesn't make me feel more dedicated! But why do bureaucracies get away with it for so long? Because people often retain loyalty to their team and their customers long after they lose respect for aspects of the organisation as a whole.

inCite also notes (p.16) that ISO has published a new edition of its ISBN standard, moving from a 10-digit to a 13-digit ISBN from 1 January 2007. This will make book numbers consistent with barcodes used by other retailers. See also <www.thorpe.com.au/isbn/isbn13.htm>.

IQ: InfoRMAA Quarterly, May 2005

'Computer forensics' by Neil Barrett (pp. 24–26) is an interesting warning of the persistence of supposedly-deleted files on a computer. Even though it looks as if a file has been deleted, it may still be lurking somewhere. Similarly, changes made within a file can often be traced, leading to some public red-face moments.

Key Words, July – September, 2004

On p. 82 of this issue, ASI recognises dedication to the Society by awarding members with an 'order of the Kohlrabi' pin. The list of these members includes ANZSI's Madeleine Davis and Tricia Waters, both of whom have attended ASI conferences.

Key Words, October – December, 2004

This issue contains an interview with Karin Newton (p. 116), representative of ASI organisational member **Matthew Bender** (part of LexisNexis, which is part of Reed Elsevier). Indexers of books published by Matthew Bender won the H W Wilson Award for Excellence in Indexing in 1992 and 1999. Matthew Bender has two indexing teams, one based in California and New Jersey, and the other in Virginia. Between them they employ 2 index managers, 7 index supervisors, and 37 in-house indexers! They have 1300 publications, with indexes ranging in size from one page to 1500 pages, with an average of 500 pages. Most are in looseleaf format. Many of the publications have been put online, and some print indexes are also being moved online.

The company is also maintaining some indexes from publications they have purchased. These tend to be simpler than their traditional indexes, and are being managed in a semi-automated fashion. A program created by Leverage Technologies is used to extract section headings from the table

of contents and export them to CINDEX. An index editor then converts the headings into index entries. This process takes about a quarter of the time a traditional index does.

Given that many legal indexes are largely created from section headings I can see the possibility in this. But it does depend on the editor creating content-bearing headings, rather than headings such as 'Future directions' or 'Practical approaches' which have no subject content.

Karin notes with concern that LexisNexis is investigating the feasibility of offshoring some indexing and editorial work. Results from a pilot project are of lower quality than in-house work, but she is concerned that the extremely low cost might persuade the company to compromise on quality.

Peer review

In 'Peer reviewer guidelines' (p. 119), Martha Osgood provides a checklist for people performing a peer review on a colleague's index. Points to consider include: treatment of the metatopic (i.e. main subject of the book), consideration of the audience, ease of reading (e.g. keywords first in entries or subentries), level of detail, and use of cross-references. In 'Logistics for peer reviews' (pp. 120–121), Martha Osgood presents advice for organising face-to-face group peer reviews.

What we learn from indexing

As we were driving down Old Bathurst Road last week, Jenny complained that her ears felt like they needed to pop. We suggested she hold her nose and blow to equalise the pressure, and Jon said: 'And Mum even knows the word for it!' The week before I had indexed a book that mentioned this, and could now succinctly describe a technique I had used for years. It is called **Vaslava equalising**, and is also important in scuba diving.

Because I have always enjoyed the way snippets of information from books I have indexed came up in real-life situations, I enjoyed Nan Badgett's article 'Lick the needle, not the thread: a how-to guide for how-to books' (pp. 127–129) in which she described some of the useful things she had learned from books she had indexed. These included using a potato to remove a broken light bulb from a socket, and painting every second stair so you don't get stuck at the top or bottom. Some of the practical issues she thinks are important in how-to indexes are: index length, unanalysed page references, subject-matter expertise, deadline pressure and specific requests (including being asked to index everything in a book about tomatoes under tomatoes).

Key Words, January – March, 2005

In 'When the check isn't in the mail' (pp. 22–23), Enid Zafran presents practical advice on chasing up non-paying or slow-paying clients. Hints include: confirming the initial agreement in an email, keeping an evidentiary trail of all important decisions, asking for a third of the fee in advance when dealing directly with authors, sending the invoice in a separate email from the index, following up on non-payment, and using copyright ownership in the case of non-payment. She also recommends using invoice numbers (which I would have assumed is standard) and stating terms on invoices (e.g.

'Payment due in 30 days. Late fee of 12% applies for past due amounts.'). She doesn't think it is necessary to state these conditions upfront, but I feel it is part of the agreement and needs to be discussed if it is to be insisted on. I have felt put-upon by an invoice from an accountant stating that payment was due in 7 days, which seems like an unwarranted presumption. I much preferred a bill from a surveyor which said that payment was due in 30 days, but that payment within 7 days would bring a 10% discount.

i-Torque, issue 25

The second edition of Nancy Mulvany's book *Indexing books* has been published. In this issue of *i-Torque*, Nancy has included an interview with Victoria Baker, who indexed the new edition. Victoria used hybrid subdivisions in this index, and found them very useful. Hybrid subdivisions use indented subdivisions and run-on sub-subdivisions. The advantages are that it is clear what is a sub, and what a sub-sub, and that the sub-subs don't have as many runover lines as they would if indented.

Nancy notes serious problems that can be caused by Spyware, and an apparent lack of concern shown by many computer users. There is good information in Wikipedia at <<http://en.wikipedia.org/wiki/Spyware>>. One possible spyware detection program is Spybot Search and Destroy (<<http://www.spybot.info/en/index.html>>).

i-Torque has temporarily ceased publication while Nancy takes a sabbatical.

Words matter

'Seeded for your convenience' reads my raisin box. 'Seeded' alone would have said enough. Received a record email disclaimer last month 350 words long, following a message 21 words long. The last clause reads: "This

email disclaimer will at all times take precedence over any other email disclaimer received by employees/students utilising the communications facilities of the University of"

I thought I was a fairly cynical shopper, but have been caught out twice this month. I bought some Grenadine from the bottle shop, and got it home to discover a small 'imitation' on the label. (Grenadine *should* be pomegranate syrup, this was artificially flavoured sugar water). Bought some dried strawberries, and discovered they were 65% sugar – in addition to any sugar the original fruit contained. But luckily I avoided the 'Cracked lemon pepper lobster – taste' which doesn't even name the main ingredient on the front of the packet.

Names matter

Names matter, but while marketing gurus may focus on style, people often prefer clarity.

The National Film and Sound Archive controversially changed its name to ScreenSound. Although the URL is still <www.screen-sound.gov.au>, the site notes that it has changed its name back to National Film and Sound Archive, and that the wording is gradually being changed back throughout the site.

After some 'business realignment', Dialog Intelliscope is now called Broker Research, and Profound is called Market Research, suggesting that they too have decided to return to meaningful names.

A letter to *The Press* (Christchurch, 6 October 2005) pointed out that if a library changes the name 'overdue fine' to 'extended loan charge', they can't complain if borrowers assume (wrongly, as it turns out) that this means they are welcome to extend their loan if they are willing to pay the charge.

Glenda Browne

New Zealand Branch

Two mentoring projects are currently under way and one is almost complete. I am hoping to keep pushing these projects through, keeping several going at the same time as people do tend to be busy and there are delays in completing projects.

The Freelance Register has been printed and will soon be sent out.

Our Branch library is slowly but surely acquiring books and will soon be up and running.

We are currently looking for a venue for more training courses in Wellington around May/June.

Tordis Flath, President NZ Branch

ACT Region Branch training courses

Thesaurus construction course. To be conducted by Lynn Farkas on Saturday 8 April, 9.00 am to 1.00 pm.

Back-of-book indexing courses. To be conducted by Max McMaster on 26 May (introduct.) and 29 May (intermed.).

Annual reports indexing course. To be conducted by Michael Harrington on Saturday 17 June.

Edyth Binkowski

The Pied Peter of Burley Griffin



A pair of swans brought their extended family to share, rather aggressively, in the ACT Region Branch barbecue (see next page). Your editor bribed them into following him away from the picnic area, then coaxed (well ... shooed!) the disgruntled mob back into their natural element.

ACT Region barbecue, December 2005



1



2



3



4

A perfect summer day and a perfect setting!

Pictured in photo 1 are (*l. to r.*) John Tarbath, Joan Merrell, Rob Merrell, Susan White, Penny Whitten, Barry Howarth, Walter Lee.

Photo 2: Joanne Seccombe and friend, with the Olde family in the background.

Photo 3: Kaaren Sefton, Marion Gilmour, Deveni Temu, David Sloper, Susan White.

Photo 4: Lynn Farkas and little Adrian Olde.

Photos by Geraldine Triffitt.

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Simply the best way to prepare indexes

The early days of AusSI

John Simkin reminisces

My first practical experience of indexing was in the 1960s when a friend had undertaken to create an index of all actors in all films made and released in the English-speaking world. I don't know how far he got with the project because, when he married, his wife didn't approve of his friends and, I suspect, of his devotion to the fantasy world of movies.

In 1972 I was one of those invited by Godfrey Green to join the group known as the Society of Indexers in Australia. I joined but took no part in the activities until, in 1975 Godfrey announced that he was remarrying, moving to Maryborough and giving up his role as corresponding member.

Jean Uhl undertook to call a meeting of members. This was held at the home of Winifred Mills in St Kilda Road on 12 December 1975. In discussing the future there was an almost equal division between those who were for disbanding and those who favoured establishing a new body. I recall making a strong statement in support of reforming as an autonomous body. Whether it was the eloquence which overtook me which swayed the meeting I don't know but when the vote was taken it was clearly in favour of that proposition.

Of course it followed that I was made a member of the committee charged with setting up the inaugural meeting. We prepared a constitution and a list of projects and activities. The meeting was held on 27 April 1976 with 22 present. And so the Australian Society of Indexers was born.

We held the first 'annual' meeting in October after only six months of existence. At that meeting I was elected vice president and so continued to be at the centre of activities where I have remained in one capacity or another ever since.

I also became the first editor of the Society's newsletter. With an almost nonexistent budget I created a format which could be carried out using only a typewriter, photocopier and stapler. Jean Hagger and Joyce Gillespie organised the distribution.

From the beginning the contacts with CSIRO were valuable. The first and second presidents were Clyde Garrow, Manager of Information Services and Peter Dawe, Chief Librarian. Subsequently other members of the AusSI committee from CSIRO were Max McMaster (President), George Levick (President) and Ian Odgers (Secretary) with newsletter editors, Coryl Muntz, John Thawley, Helen Kinniburgh and Steve Sunter.

A number of events in the history of AusSI stand out.

The best attended and liveliest meeting of the early years was the first question and answer session. About 35 members fired questions and took up discussions about aspects of work as a freelancer. In the

same vein there have been two sessions at conferences on the ethics of indexing. The goal of creating some kind of code was not reached, probably because ethical handling of information is taken for granted within our Society.

(continued on page 3)

30 not out!

This month marks an important date in the annals of our Society. On 27 April 1976, the first meeting of the newly constituted Australian Society of Indexers was held in Melbourne. This issue celebrates the 30th anniversary of that event with some reminiscences by John Simkin, an honoured and still active Life Member of our Society. We hope to have similar contributions from other longstanding members in future newsletters. John's article replaces my normal President's column—I'll return with news of our ANZSI Committee dealings next month.

Lynn Farkas, President ANZSI

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Deadline for the May 2006 issue: 28 April

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This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

28 April for the May 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June). Student member A\$30. Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <world@theindexer.org>

Registration

Michael Harrington

<secretary@aussi.org>
or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

ACT Region Branch

Birthday banquet

To celebrate 30 years from the first meeting of the Australian Society of Indexers, the ACT Region Branch is holding a banquet dinner at the Asian Cafe, 32 West Row, Canberra City on Saturday 27 May at 7.00 pm. Cost \$30 plus drinks. This is the weekend of the GAMES meeting (GAMES stands for 'Guidelines, Archives and Mentoring for the Society'), so interstate and New Zealand indexers will be with us.

We have booked the big room at great expense so we want to fill it. Bring partners, family, and friends along for a memorable evening. Contact Geraldine Triffitt, Ph + [REDACTED]

Training courses, May–June 2006.

1. **Back-of-book indexing courses**, conducted by Max McMaster:

- **Introductory**, Friday 26 May, 9.00 am to 4.00 pm. Cost: members \$220, nonmembers \$275. To be held at the Lyons Room, National Archives.
- **Intermediate**, Monday 29 May, 9.00 am to 4.00 pm. Cost: members \$250, nonmembers \$300. To be held at the PCUG room, 27 Mulley St Holder (old Holder high school building).

Contact Geraldine Triffitt, Ph +61 2 6231 4975 or email <gtriffitt@netspeed.com.au>.

2. **Annual reports indexing course**, Saturday 24 June, 9.00 am to 4.00 pm, with lunch break 12.30–1.30 pm. Morning session conducted by Michael Harrington, afternoon session to be discussion and tips. Cost: members, \$190, nonmembers, \$250. To be held at the new Griffin Centre. Contact Edyth Binkowski, [REDACTED]

NSW Branch: basic book indexing course

15 and 22 July, 9.30 am to 4.00 pm.

ANZSI NSW Branch will hold a basic book indexing training course over the two days of Saturday 15 and Saturday 22 July. The course will run from 9.30 am to 4.00 pm, with a half-hour lunch break. It will be held at Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney. The trainers are Garry Cousins and Glenda Browne. Workbooks will be provided.

The cost will be \$520 for members, \$600 for nonmembers (no GST involved), including lunch and morning and afternoon tea. Payment in advance is required. Contact <[REDACTED]> for more details.

NZ Branch news

Our Freelance Register was sent out this month to 56 publishers in New Zealand and we finally sorted our committee out.

The library is slowly accumulating books and we hope will be up and running as soon as Jill has some breathing space.

The training we are hoping to schedule for June is still without a venue—has anyone got a computer suite with 20 units that could be made available at a reasonable cost? All the places I contacted are either no longer available to outside organisations or horrendously expensive!

Our mentees are ticking along.

And there's nothing else to report from this side of the ditch. We are all very busy indexing!

Tordis Flath, NZ Branch President

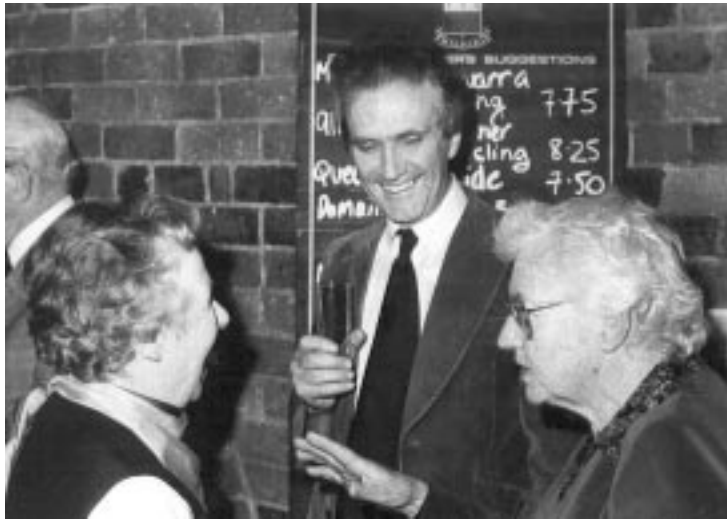
(The early days of AUSSI, continued from page 1)

The Society in Melbourne and to the present day in the Victorian Branch has a tradition of communal meals with the annual meetings and award presentations as annual highlights.

The 1987 dinner which was supposed to include the annual meeting was held in a restaurant so noisy that the proceedings had to be limited to three sentences. However the food was fine and there was an air of good humour.

Josephine McGovern was vice president in 1987 and I was president. In April we were members of a party of librarians who went off to the London Book Fair on a book buying trip. Our time there coincided with a meeting of the Society of Indexers. We arranged our timetable so as to attend. However, when we arrived at the Library Association meeting room we found to our surprise that *we* were to

be the meeting. So we each spoke impromptu to make up the allotted 45 minutes. Up to that time contacts between the British and Australian societies had been rather limited so there was great interest in what we were doing.



This photograph, taken at the inaugural Medal dinner in August 1985, shows the first three vice presidents in animated conversation: from left, Jean Uhl (1976), John Simkin (1977–79), Win Mills (1980).

After the meeting we were taken to a smoky pub for beer and sandwiches which was quite a contrast with the elegant meals we associate with Society functions in Melbourne. Elizabeth Wallis was chair of that meeting and this started a

long term friendship. When she came to Australia in late 1990, she participated in an exchange of information on education for indexers and the future of the profession. Some of the subjects raised then are still alive and will be pursued in the GAMES meetings this year.

Each time I go to London I spend time with Elizabeth. She claims to be thoroughly retired, but the discussions with her and the questions she poses are still stimulating. As a founding member of the Society of Indexers she is being called to appear at the 50th anniversary conference

in London in 2007. I intend to be there. It seems my time as an active member of the indexing community still goes on. After all we are only thirty years old.

John Simkin

ANZSI ACT Region Branch networking function

The ACT Region branch held its first social function for the year in early March. This was a networking function held in conjunction with some members of the Canberra section of the Australian Society of Technical Communicators and the Canberra Society of Editors, together with some publishers and graphic designers.

We gathered in the Friends Room of the National Library. Members from each society spoke briefly about their current projects. A major development for the editors involves all six editors' societies in Australia, who are setting up a process of accreditation.

The indexers spoke about their interest in mentoring. A special subcommittee has been set up to investigate this. The local ACT project is to index issues of early Canberra

newspapers, with the assistance of the ACT Heritage Library. Also mentioned was the forthcoming 30th anniversary of the Society, now ANZSI but originally AusSI, with a celebratory dinner to be held in conjunction with the GAMES meeting. (GAMES stands for Guidelines, Archives and Mentoring for the Society.)

Speeches were kept brief so that people could circulate and network as much as they chose, with a variety of refreshments to help them. It was a most enjoyable occasion, and our only regret was that only about half of the many people invited could come along, due to other commitments or previous engagements. Nevertheless, we are all agreed that it is useful to hold such a function regularly, perhaps every two years.

Edyth Binkowski

THE INDEXER

The International Journal of Indexing

Published twice yearly, *The Indexer* seeks to cover the full range of subjects, from articles at the cutting edge to contributions discussing new technical indexing tools. It includes an extensive reviews section, highlights of 'Indexes Reviewed' and news from the international indexing community. Stimulating and sometimes provocative. Visit <www.theindexer.org> for a classified contents list and samples of recent articles.

Annual subscription (2006) is specially discounted to \$35 for ANZSI members. To subscribe, contact ANZSI at their website.

From the literature and other thoughts

Libraries Australia

Libraries Australia, the national catalogue shared by many Australian libraries (previously called Kinetica and ABN), can now be searched through the web free of charge at <http://librariesaustralia.nla.gov.au>. This is a great service as it allows anyone to find which organisations (Australian libraries and more) hold items of interest to them. You can limit the search to Australian items and specific formats, including journals, theses and oral histories. The top ten hits for titles are shown first, then for authors, then for subjects. Thus a search for 'indexing' retrieves books that say 'indexed by ...' in the catalogue record, as well as books with indexing in the title or subject heading.

Ancestor v.27 n.5 2005

SOUNDEX (a system for assigning numerical values to pronunciations of surnames that may be spelled many different ways) is a great boon for genealogical researchers, as many names were misspelt in early records. Kath Ensor has written in *Ancestor* of her experiences trying to trace someone's origins when the place name she had was misspelt. She wrote: 'One of our deceased, Mr L., stated on several immigration documents that he was born in a town called Webytac, in Poland. ...' His brother's immigration documents named the place of birth as Habitacia, meaning the Webytac spelling used a soft H sound and left off some letters at the end. Habitacia is now in the nation of Belarus, though the territory belonged to Poland between the World Wars.

Tag clouds

I've seen tag clouds a few times, but just learnt their name. They are weighted lists that visually display the frequency of use of terms using larger fonts for more significant words. This shows browsers the emphases of a site or collection, and lets them select topics alphabetically and by prevalence (en.wikipedia.org/wiki/Tag_cloud). You can see one and learn how to make your own using RRS feeds you select at www.tagcloud.com. See also 'Yahoo! News tag soup' at yahoo.theherrens.com/index.php.

Disclaimers in indexes

The index of Harry Potter spells cautiously notes: 'Each spell is listed along with a description of the effects, the etymology of the incantation used, and notes from the books telling when and how the spell was used. NOTE: in case anyone might possibly wonder, JKR has stated very clearly that the magic in the books is completely invented by her for the stories. So no, these aren't real spells by any means' www.hp-lexicon.org/magic/spells/spells.html.

Disclosure indexes

Braunwald's Heart Disease (7th ed Zipes, Douglas P. et al. Philadelphia: Elsevier Saunders 2005) has a disclosure index that shows any relationships that 'could be perceived by some people as a real or apparent conflict of interest'. Codes are used for types of relationship and for the names of organisations. The relationship codes include:

- B Research grants
- E Consulting fees or other remuneration received by the contributor or immediate family
- H 'Speaker's bureau'.

Institutions and companies are given a three-digit code. Index entries for authors note all disclosures using the code for the type of relationship and the code for the institution. For example:

Hoffman, Gary, B-047; E-047; H-130, H-171 means Gary Hoffman has research grants and consulting fees from Centocor and has been part of a 'Speaker's Bureau' arrangement with Pfizer and Wyeth.

Ed Baylin in the US has written a book on *Effective Web Searching* and offers to make it available electronically free to ANZSI members. You can find details of the book on www.searchhelpcenter.com or contact Ed at his email address ed@searchhelpcenter.com.

Glenda Browne

ANZSI Queensland indexers

Two forthcoming meetings of the Queensland Society of Editors may be of interest to indexers in the Brisbane area who would like to network with other professionals:

Wednesday 3 May 2006 at 6.00 for 6.30 pm

'International issues in editing.' Margaret McDonell will speak about her experiences of editing in India and Roslyn Copas about her experiences in Canada.

Venue: The Coffee Club, 349-351 Logan Road, Stones Corner, Brisbane. Meals/snacks may be purchased. There is an entrance fee of \$5.00 for nonmembers.

Saturday 6 May 2006 10.00 am-5.00 pm)

A training course on 'Freelance editing: how to set up and manage your business'. Cost approx. \$150 for members and,

\$200 for nonmembers, including morning and afternoon teas and lunch.

Venue: Brisbane Girls Grammar School, Gregory Terrace, Brisbane.

Future training courses this year may include 'Fiction Editing' and 'Editing for the Web'. More details as they come to hand.

Your suggestions for training courses or mentoring for indexers in Queensland would be welcome. Please email your suggestions to me at moira@anzsi.org.au.

Moir Brown, ANZSI Queensland contact

ANZSI online!

As most readers will know by now, the ANZSI membership database—which incorporates *Indexers Available*—is now online and interactive. Members can log on to view and change their own details, potential employers can search for freelance indexers who suit their requirements, and the Membership Secretary can now add, delete and edit members' details on the web. People attempting to access the old *Indexers Available* are automatically redirected to the new site.

At the moment the system is stored on my own website, but when the new website becomes available later in the year, the interactive functions will be retained and hopefully improved. This is an interim report on how we did it, the lessons we have learned and indications for the future.

Why did we do it?

Indexers Available was originally printed on paper and kept as a Word document, separate from the membership database. It was taken onto the web by Michael Wyatt during his time as Membership Secretary. This involved bringing the data into Microsoft Access, producing a large number of output files, and then extensively modifying these to have the appearance and links that we wanted on the web. I was involved in some of this and I can testify that it was a mammoth undertaking. Once the original listing was produced, adding or changing a single member's details was still a tedious process, involving making manual changes to up to a dozen web pages. After Michael left the position this job devolved to the Webmaster and came to me when I took over the position again in 2004.

With Michael's departure *Indexers Available* was not updated for some time, to the point that manual updates became impractical. I suggested to the ANZSI Committee that an online database go into the new website, and this was agreed on, but something more immediate was needed. The current ANZSI website at <www.aussi.org> does not support Access databases, so I suggested instead that the database be hosted on the site <www.webindexing.biz>, that I share with Glenda Browne. I had already done some programming there and was familiar with the system. This was agreed to and I was commissioned to make the conversion.

How did we do it?

Alas, there is no *Access Databases on the Web for Dummies*. I had a lot of valuable help, but the process was largely one of trial and error. The programming was done in a language called ASP (Active Server Pages), for which I relied mainly on the Macromedia (now Adobe) Dreamweaver MX application to create pre-written program sections for me.

There were three steps involved:

1. modifying the database so that it would work with ASP. This involved incorporating *Indexers Available* data into the membership database, adding and removing some fields, and changing some field names.
2. getting the database online and linking it to the ANZSI pages.
3. creating the appropriate forms and output pages for members, potential employers and the Membership Secretary.

These three processes were often running in parallel; sometimes a small change to a form would require the database to be modified and reloaded, which in turn would require forms to be changed, and so on... At each stage the ANZSI Committee could examine the results and provide feedback. Membership Secretary, Joanna McLachlan, worked really hard on this. At length the results were judged satisfactory and members were notified of the change.

Each member was given a password so that only they could edit their own data. This required sending out 270 different emails; luckily I was able to call on Microsoft Word 2002 to do something new—to me, at least—an electronic mail merge, taking the information from Access and passing the completed messages across to Outlook. In this way I automated what I had imagined would be a horrific procedure. But the emails were sent out without a hitch and I waited with some trepidation for the results.

Responses

The first responses came from bounced addresses; about 10% of the email addresses we had in the database turned out to be no longer valid. The first human responses showed that members seemed to appreciate the new system. There were a few problems which raised usability issues; some of these I was able to fix on the spot, while others require a major overhaul and will have to wait for a while. Unfortunately what looks like a simple change to the database can end up crashing the whole system, so it is not to be done lightly.

Because the system was originally set up with *Indexers Available* in mind, this is the heading appearing on each page. This caused some confusion, and later revisions will indicate that it is also for members who are not in *IA*.

Members have also had occasional problems connecting; there's not much we can do about this except to advise them to wait and try again later.

The future

Volunteer activities have always been an important part of ANZSI and I hope they will continue. My impression is, though, that people will no longer take on volunteer activities that are monotonous or routine. Designing a database is fun and challenging; maintaining it is a grind. As the cost-effectiveness of electronic communication increases, it should be possible to relieve our volunteers of most of this hack-work. The online database is a step in this direction.

In the longer term, as Webmaster I am keen to develop online committee meetings, AGMs and conferences, and a dedicated ANZSI mailing list. Any comments or suggestions that members may have on how to approach these and where we should go from there will be appreciated: email me at <webmaster@aussi.org>.

The ANZSI membership and *Indexers Available* data forms are now available through <www.webindexing.biz/ANZSI/Namelist.asp>. You will need a password to log in and edit your details. The new *Indexers Available* search form is at <www.webindexing.biz/ANZSI/SearchForm.asp>.

Jon Jermey, Webmaster

NSW Branch taxonomy seminar

NSW Branch held a taxonomy seminar on 5 March, chaired by Helen Skewes, with an audience that included both experienced indexers, cataloguers and librarians, and also several people new to taxonomy and indeed to indexing.

The initial presentation was by Prue Deacon from the HealthInsite Editorial Team, an Australian Government Department of Health and Ageing resource which provides an online gateway to health information. While admitting to some difficulties in trying to provide 'definitive' definitions, Prue succinctly explained terms such as taxonomy, thesaurus, classification, controlled vocabulary, ontology and information architecture—their value being to improve access to information. There are similarities between, for example, a thesaurus and a classification scheme, but a thesaurus, whilst excellent as a searching tool, is not an ideal basis for the information architecture of a website.

Prue pointed out that it is vital to clarify exactly what a client means if, for example, they request a taxonomy. Do they *really* want a taxonomy (the structural 'bones'), or do they mean a thesaurus (the fleshed-out 'body').

Lesson 1 for the beginner: Always check what your client really needs, and understand how it will be used. Don't assume that everyone is speaking the same language when it comes to taxonomies, classification schemes and controlled vocabularies.

Next, Elizabeth Drynan of Enterprise Information Management Pty Ltd gave an overview of their Enterprise Legal and Business Thesaurus. The commercial thesaurus, now in its 8th edition, is intended as a guide for information managers in the allocation of subject terms to ensure the accurate retrieval of legal information. Law librarians use it extensively and also enhance it by contributing suggestions and improvements prior to each update. Elizabeth emphasised that whilst legal terminology may change over time, any changes to the thesaurus must be thoroughly justified as they will impact significantly on the users. Thesaurus revision is the result of Elizabeth and her colleague 'trawling' every piece of paper they come across for new legal terminology and usages, a constant and time-consuming task.

Lesson 2 for the beginner: Thesaurus development is best achieved by a number of collaborators, it is not for the impatient, nor is it ever completed. Our changing language is likely to keep thesaurus developers busy for some while at least.

The third presentation was by Mary Huxlin, ex-ANSTO (Australian Nuclear Science and Technology Organisation), who shared her experiences with the International Nuclear Information System (INIS). Mary discussed her understanding of taxonomy, offered some valuable insights into the differences between taxonomies, thesauri and classifications, outlined the steps in constructing a taxonomy, and identified the features of a 'good' taxonomy. Mary compared the 'bottom-up' process with the 'top-down': the first is mostly automated, where you begin with the details and content and place them in 'buckets' (categories), the second is done mostly by humans determining categories and allocating the documents into these categories.

By identifying the benefits and limitations of the computerised and manual approaches, Mary triggered a lively debate on the role of automation and the future for taxonomy designers.

Lesson 3 for the beginner: Beginning a project with the expectation that everything will be magically generated is likely to lead to disappointment.

Finally, Jon Jermeý gave a brief presentation on behalf of Sherrey Quinn of Libraries Alive, discussing the Australian Defence Glossary which aims to 'make the battle with acronyms a little easier'. The glossary was produced as a controlled vocabulary project for information governance as opposed to information retrieval; it is an authoritative source for all defence-related terms. Users can browse, create their own glossaries and suggest inclusions and improvements.

The panel provided some useful URLs:

- the TaxoCoP (taxonomy community of practice) at <<http://finance.groups.yahoo.com/group/TaxoCoP>>,
- the IA Peers meetings at <IAwiki.net/CocktailHours/Sydney>
- the revised ANSI/NISO Z39.19 - 2005 *Guidelines for the Construction, Format, and Management of Monolingual Controlled Vocabularies*, available for free download at <www.niso.org/standards>.

In the discussion session, a question from the floor provoked a debate on keywords—does a collection of keywords have any value in building a thesaurus? ANZSI President Lynn Farkas stressed the value of what she calls 'word stock', and recommended using this 'word stock' as the basis for the thesaurus. She also stressed the need to use 'natural language' and single concepts where possible, the importance of mapping non-preferred terms to their preferred terms, and the value of good IT support in doing this.

The ultimate lesson for the beginner: There's more to this indexing / thesaurus / taxonomy lark than you would think! But an opportunity to hear professionals debate the finer points was engaging (if sometime a bit mind-boggling). I'm still not sure I 'got' half of the nuances, and I know there's still so much to learn, but the seminar was an invaluable opportunity to speak to people that have got beyond the 'learning stage' yet still remember what it was like to be just starting out.

Yvonne Bowyer

Item in the Melbourne Age

Jenny Restarick spotted this on Tuesday 4 April, on page 18 in the Metro part of the paper, which contains mainly reviews of shows, films, concerts, books etc.

Under the heading **Architecture** is a review of a book entitled *Design City Melbourne*, by Leon van Schaik. The reviewer, Norman Day, comments, 'The book is an unusual architectural publication. It is accessible, visually rich, legible and would sit easily on a coffee table. Although it lacks an index, which is always a frustration, it is ...'

Ah well...

Mary, Mary, quite contrary: how does your garden grow?

Visit the National Herbarium to find out! Tuesday 20 April, 2.30–4.00 pm

Come and join other ANZSI members in a guided tour of the Herbarium Collections and a presentation on Australia's Virtual Herbarium project.

The National Herbarium of Victoria holds dried plant specimens that date from the earliest days of European exploration and are a primary source of information on the classification and distribution of plants, algae and fungi. These specimens are the working tools of scientists who contribute to our knowledge and understanding of biodiversity and conservation through the discovery, classification and description of new species.

The Australia's Virtual Herbarium Project <www.rbg.vic.gov.au/research_and_conservation/plant_information/avh> began in 2001 with only 30% of all Australian plant specimens held in the National Herbarium of Victoria recorded in the Herbarium's database. Four and a half years into this five-year project, approximately 80% of the 800 000 Australian specimens held in the Herbarium have now been recorded in the database.

Catherine Gallagher, Acting Collections Manager, will be our guide. Tour numbers will be limited to 15 persons maximum so please register your interest as soon as possible and not later than Monday 18 April to Jenny Restarick Ph/fax + [REDACTED]

The National Herbarium is in Birdwood Ave., South Yarra next door to the Observatory. Please meet at the herbarium East Door (rear of the building)—no late entry possible.

Public Transport: If you are coming from outside the city, take a train to Flinders Street Station, then tram 3, 5, 8, 16, 64 or 67 to the Domain Road Interchange. Walk towards the Shrine of Remembrance and you will see the Herbarium Building, which is located near F Gate.

You can ride the free Melbourne City Tourist Shuttle to the Royal Botanic Gardens. It starts from the Melbourne Museum and runs every 15 minutes between 10 am and 4 pm daily. You can hop on and hop off at any of the 15 stops, including the Royal Botanic Gardens/ Shrine of Remembrance.

Parking: Available in the streets surrounding the Gardens.

Jenny Restarick

Ed•Ex 2006

Old Parliament House, Canberra, 17 June

You are cordially invited to attend Ed•Ex 2006, the Canberra Society of Editors' biennial training day.

The theme this year is 'Editors expanding: skills, networks, relationships' and the program runs from 9.00 am to 6.00 pm. A flyer giving more details and the registration form for your early bird payments are now available on the Society's website at:

<www.editorscanberra.org/index.htm>.

ANZSI members can register at editors' discounted rates: \$150 by 21 April, and \$160 thereafter.

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From the President



The ANZSI Committee is very aware of the need to ensure that our members provide good quality indexing services to clients. In many professions, there is a prerequisite course of academic study which ensures a basic level of skill, and which therefore acts as a form of 'accreditation' for graduates.

Unfortunately indexing (and allied professions like editing and technical writing) are only lightly touched on in Australian tertiary courses. Our members tend to rely on self-education through reading texts written by other indexers and attending training courses offered by other indexers. We are therefore always interested in models used by professional bodies for accrediting their members.

If we as a Society decide to go down the path of accreditation, the Editors' model is certainly one that ANZSI should consider.

The indexing profession itself offers a few such models. The British Society of Indexers has various 'levels' of membership, based initially on success in completing the Society's course of study and later on various levels of experience. Our own Society has a peer review system for book indexing which grants 'registration' to successful applicants. The American Society of Indexers uses neither registration nor accreditation, but there are many more indexing courses available to prospective professionals through tertiary institutions, government departments and recently via the Society itself.

For the past few years, Australian editors have also vexed over the question of accreditation. Until recently, professional editors' organisations were state-based bodies which interacted through a Council of Australian Societies of Editing, CASE. In the past year there has been the formal establishment of a new national body, the Institute of Professional Editors (IPEd). One of the key issues addressed by this body has been a model for professional accreditation. In the latest issue of *The Canberra Editor* (vol 15 no 3 April 2006, pp 1,3), Louise Forster, a member of the Accreditation Board (and a member of ANZSI as well) presented an overview of IPEd's proposed accreditation model which I would like to share with you.

Most accreditation models are tied in some way to a course of study. The Australian accreditation model for editors differs from English and Canadian models in that it is evidence based. Editors will need to provide evidence of their experience and

skills by submitting a portfolio of material. Examples of suitable documents and other evidence include letters to clients, edited texts, stylesheets, timelines, references and testimonials, and explanatory notes. Accreditation is meant to be within the reach of any competent working editor, so there is only one level of assessment for accreditation: basic editing competencies. These basic competencies have been identified in a set of written Standards for Editors produced by IPEd, and accreditation assessment will be tied to the criterion from each section of the standards.

Each applicant for editing accreditation will be assessed by an assessor from another state or territory. Assessors and applicants will be anonymous; and there will be no contact between them. The purpose is to ensure that there are the same levels of editing skills expected across the country – and this also ensures 'portability' of one's accreditation status.

Accreditors are distinguished editors from around the country, nominated by each of the state-based editing societies. The initial round of accreditors were chosen because they were endorsed by their societies, accomplished and respected by their peers, were ethical, professional and active supporters of editing standards. Many were honorary life members of their state societies. It is

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Deadline for the June 2006 issue: 31 May

Newsletter, Webmaster and Registration contacts

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<newsletter@aussi.org>

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Website: <www.aussi.org>

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This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

31 May for the June 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June). Student member A\$30.
Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <world@theindexer.org>

Registration

Michael Harrington

<secretary@aussi.org>
or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

INTERNATIONAL CONFERENCES

ANZSI 'Official delegate' – expressions of interest

Are you attending either of these international conferences? If so, would you like to be the ANZSI official delegate? The ANZSI Committee offers financial assistance towards the conference registration fee for its official delegates. If you may be interested, please contact the Secretary at <secretary@aussi.org>.

American Society of Indexers (ASI) Indexing and Abstracting Society of Canada (IASC/SCAD) Joint Annual Meeting and Conference 15-17 June 2006 in Toronto, Canada

Full details are available at <www.asindexing.org>.

Society of Indexers Annual Conference 7-9 July 2006 at St Aidan's College, Durham, England The ABC of Indexing

Full details are available at <www.indexers.org.uk>.

NZ Branch news

Our branch library is now up and running. We have a number of books and publications available, including:

August Indexer: proceedings from the 1999 International Conference

Australian/New Zealand Standard. AS/NZS 999:1999. Information and documentation

Booth, Pat F. 2001. *Indexing: the manual of good practice*.

Browne, Glenda and Jon Jermey. 2004. *Website indexing: enhancing access to information within websites*. 2nd edition

Mulvany, Nancy C. 2005. *Indexing books*. 2nd edition

Selected issues of *Key Words*, newsletter of the American Society of Indexers

Training in Wellington has been postponed until September because we still haven't found a suitable venue. Any help with this would be greatly appreciated.

Tordis Flath
NZ Branch President

ANZSI 2007 conference

'The Indexing Life', Melbourne, 16–17 March 2007

Topics will cover a variety of issues of professional concern to indexers, including:

Book publishing / production

Indexing and Abstract Databases

Web indexing / Information Architecture

Technical issues for book indexing

Indexing electronic documents

Historical and retrospective materials

Language and culture of indexing.

Keynote speakers are Geraldine Beare, Freelance Indexer, UK, and Professor Pam Peters, Director of the Dictionary Research Centre, Macquarie University, and Editor of *Australian Style* magazine.

There will be workshops on Thursday 15 March.

Are you interested in presenting a paper at the conference or attending the conference? If so, contact the Conference Committee at <conference@aussi.org>.

Further details will be available on the ANZSI web site shortly.

Margaret Findlay

(From the President, continued from page 1)

expected that in the future, any accredited editor will be eligible to become an accreditor.

Accreditation is not for life; editors will be re-accredited regularly (proposed for every five years) although this will not require a full re-application. Editors will have to demonstrate that their skills and knowledge are current.

There are many aspects of this evidence-based model that are appealing, particularly for our profession where we do not have a standard universal course of study. I personally like the fact that it could be applied to all types of indexing and thus

might alleviate our current problem of not being able to offer registration to database or online indexers. I also applaud the idea of regular re-accreditation to ensure that skills and knowledge remain current. If we as a Society decide to go down the path of accreditation, this model is certainly an option that ANZSI should investigate.

It is obvious that our editing colleagues have thought long and hard about their model. ANZSI wishes them well with it, and we will watch its progress with interest.

Lynn Farkas, ANZSI President

ANZSI medal 2006

ANZSI is again offering its Medal for the most outstanding index to a book or periodical compiled in Australia or New Zealand. The Medal will be presented to the indexer responsible for the best work submitted and the publisher will be presented with a certificate.

To be eligible for the award, the index must be in print and must have been first published after 2002. It must have been compiled in Australia or New Zealand even though the text to which it refers may have originated elsewhere.

For the award, indexes are judged at the level of outstanding professional achievement, thus sufficient material is required, both in quality and quantity, for appraisal. The index should be substantial in size, the subject matter should be complex, and the language, form and structure of the index should demonstrate the indexer's expertise as well as serving the needs of the text and the reader.

Publishers, indexers and all interested persons are invited to nominate indexes which meet the above criteria, and which they regard as worthy of consideration. Indexers are encouraged to nominate their own works.

Please send recommendations, with bibliographic details, together with a copy of the book (which will be returned if requested) to:

John Simkin,
Australian Society of Indexers Medal Competition,
PO Box 680,
Belgrave, Victoria, 3160

as soon as possible but no later than Monday 3 July 2006. For further information, please contact John Simkin at the above address or by e-mail to:

< [REDACTED] >

ANZSI calendar of forthcoming activities

We've talked about it – now ACT Region Branch has sent in an actual example of how it might look. Thank you, Edyth Binkowski, and other branches please note!

Branch activities

Date of activity	Organiser	Name of activity	Venue & time	Contact details
26 May 2006	ACT Region	Introductory B-o-B indexing training	Nat Archives 9.00–4.00 pm	Geraldine Triffitt g [REDACTED]
27 May 2006	ACT Region	Birthday banquet	Asian Cafe, 7.00 pm	Geraldine Triffitt [REDACTED]
29 May 2006	ACT Region	Intermediate B-o-B indexing training	Old Holder H.S. 9.00–4.00 pm	Geraldine Triffitt [REDACTED]
24 June 2006	ACT Region	Annual Reports indexing training	Griffin Centre 9.00–4.00 pm	Edyth Binkowski [REDACTED]

National/international activities of interest

Date of activity	Organiser	Name of activity	Venue & time	Contact details
16/17 March 2007	ANZSI Vic Branch	ANZSI Conference, Melbourne	Rydge's Riverwalk, Richmond	Margaret Findlay [REDACTED]

From the literature and other thoughts

Survey of book publishing in New Zealand

The *Survey of Book Publishing in New Zealand* (Version 1, November 2005) published by the Book Publishing Association of New Zealand has filled a gap in the available statistics, providing useful background information for people working in the industry. It is available as a word document at the bottom left of <www.bpanz.org.nz/newsandinfo.html>.

The survey results were grouped by size of the company (small, medium and large). Small publishers make up the majority of the industry, with 44% employing one or less staff members, and only 18% employing more than seven people. The industry as a whole employed 994 people in 2005. 44% of publishers say their business is growing, while 8% say it is declining. Education is the biggest publishing category.

Thanks to Kathryn Mercer for telling me about this document.

Nancy Mulvany's blog

Nancy Mulvany has a new blog at <nmulvany.blogspot.com>. When mentioning it on Index-L, Jochen Fassbender asked whether it was the first blog by an indexer. The South African society (ASAIB) also has a blog <www.saindexers.blogspot.com/>, which they can update more quickly than they can update their website.

Vocabulary clarification

Taxonomies and other vocabulary management tools can also be valuable tools for clarifying the terminology in an area, and showing the 'white space' or gaps within definitions. A Montague Institute Review article (2004) discusses the concept of white space with respect to the term *mobility* in the sustainable development environment. Encouraging connections across the white space should encourage organisational innovation.

Graef, Jean L. 2004. 'Linguistic tools for knowledge discovery' *Montague Institute Review*, March. Introduction available at <www.montague.com/abstracts/discovery.htm>; full paper available to members only.

Online Currents

Sadly, *Online Currents* ceased publication in December 2005. It is now freely available through Pandora at the National Library of Australia. Go to <pandora.nla.gov.au/index.html> and search for 'Online Currents'. Ignore messages that say 'This title is no longer being archived' – this just means that no more issues are being added. When you get to the *Online Currents* section, click on 'Fulltext journal' and then select the issue of interest. Issues are available in .pdf and HTML formats. You will find a range of interesting topics on issues of relevance to librarians and indexers. Google thinking for us
A Google search for 'creatinine kinase' returned three hits for this search phrase, separated by a thin line from a note 'See results for: creatinine kinase' with a further four hits. This was an interesting result as I was searching to confirm that the book I was indexing was using 'creatinine' and 'creatinine' appropriately. It was as if Google had foreseen the problem and provided the answer ready-made.

Guess-the-Google

Guess-the-Google is a fun site that shows you a montage of images from Google Image Search, and lets you guess what the keyword was that retrieved them <grant.robinson.name/projects/guess-the-google>. You need Flash 8 or higher.

Academic and Scholar

The beta version of Google Scholar <scholar.google.com> has been joined by a test version of Microsoft's Windows Live Academic Search <academic.live.com> as sites for focused searching of the academic literature. Phase one of the beta version concentrates on computer science, electrical engineering, and physics. Searches for 'book indexing', 'website indexing' and so on bring up an interesting collection of articles, most of them not the ones we are likely to have read. One of the top hits was 'Syntactic approaches to automatic book indexing' by Gerard Salton (1988), a pioneer in a range of automatic indexing processes <portal.acm.org/citation.cfm?id=982048&dl=>>.

The future of indexing - positive

Seth Maislin writes optimistically in 'The indexing revival' (<taxonomist.tripod.com>), about the future of indexing, particularly in the broader sense in which he includes metadata and taxonomy creation.

Jan Wright, in 'The Future of Indexing', quotes Seth's paper at <www.winwriters.com/articles/indexing_future/index.html> and also discusses decisions by Microsoft **not** to have an index for their Longhorn Help system and by Apple to add more indexing **back** into their Help engine, in the form of synonym rings. She says Microsoft's decision is not surprising as their mainstream products have not had true indexes for years (although their book editors apparently pay a lot of attention to indexing).

The future of indexing – negative

In the last few months of 2005, *Online Currents* noted the closure of two long-standing indexes – *InfoQuick*, an index to the *Sydney Morning Herald* created by the State Library of NSW, and the ALISA (Australian Library and Information Science Abstracts), which has been run as a not-for-profit service by the Australian Clearing House for Library and Information Science at the University of South Australia since 1982. The service relied on regular donations of publications and the supply of these had been dwindling. Concerns about the economics of database indexing were aired as early as 1995 by Lynn Farkas at the AusSI 'Partners in Publishing' conference.

Australian Style June 2005

Dr Robert Eagleson, a Plain English consultant, argues the case for representing all numbers mentioned in texts as figures, not words ('Figuring out numbers', pp.1-2). Pointing out inconsistencies in the application of existing rules, he shows many situations where numbers are used effectively throughout texts, including at the beginning of sentences. Consistency in the use of figures in texts could make consistent indexing of numbers easier, removing the desire of some to

spell even those numbers written by the author as figures, as if they were written as words. People who responded to his article (December 2005) pointed out that misspelt words are less likely to lead to error than misspelt numbers. Some used both letters and figures in their professional practice: an engineer used both together, e.g., '5 (five) while a writer of patchwork instructions uses words and figures for different parts of the instructions, e.g., 'four strips, 12 x 4, eight strips 8 x 2'.

Multiple multiple indexes

PDR for herbal medicines (3rd ed. Thomson/PDR, 2004. Senior index editors Noel Deloughery and Shannon Reilly) has no fewer than 9 indexes! Perhaps the indexes are being used in the same way as tables within the text might be used.

- alphabetical index (scientific and common names found in the herbal monographs)
- therapeutic category index, e.g., ADJUNCT ANTINEOPLASTIC THERAPY
- indications index, e.g., ABDOMINAL CRAMPS
- homeopathic indications index (many of the same indications, with homeopathic remedies listed)
- Asian indications index
- side effects index, e.g., ABDOMINAL BLOATING
- manufacturer's index

- drug/herb interactions guide (under each bold-face drug or herb entry you find a list of the herbs or drugs with which the agent may interact, along with a description of the interaction's effect)
- safety guide (not for use during pregnancy, not for use while nursing, for use only under supervision).

Variant name index

Drugs and controlled substances: information for students (Blachford, Stacey L. and Krapp, Kristine, eds. Detroit: Thomson Gale, 2003) has an index (by Linda Mamassian) that contains *just* variant names, with *see* references to the preferred terms, which are in another index. Presumably this was done so that the preferred terms are not swamped by the vast number of slang terms. A small sample follows:

- A-bomb *see* **Marijuana**
- Abyssinian tea *see* **Catha edulis**
- Acapulco gold *see* **Marijuana**
- Ace *see* **Marijuana**
- Acetazolamide *see* **Diuretics**
- Acid *see* **LSD (lysergic acid diethylamide)**
- Actiq *see* **Fentanyl**

Glenda Browne

Thesaurus Development Workshop

Lynn Farkas ran a very successful Thesaurus Development Workshop in Canberra on 8 April. Lynn is an experienced trainer and the workshop was a relaxed and useful learning session. Sixteen participants included one each from Melbourne and Brisbane, and several from government agencies such as Health and Ageing, and Centrelink. We were a mixed bunch, with varying expertise in thesaurus construction, from novices who were there to learn the basics, managers responsible for staff working on thesaurus projects who wanted to gain an overview of what was involved, to experienced thesaurus creators who were there for the opportunity to discuss thesaurus construction with other enthusiasts.

The morning session covered terminology, thesaurus basics, relationships, and rules and standards. For the terminology session, Lynn drew on an unpublished discussion paper by Prue Deacon '*Taxonomy: clarification of the terminology and some comments about working with clients*', from the ANZSI NSW Branch taxonomy seminar in March. Lynn discussed the meaning of terms such as taxonomy, classification, controlled vocabulary, ontology and information architecture, explaining the differences between these concepts and when each might be used.

The 'basics' session dealt with why you would use a thesaurus, different uses (such as indexing services, web and intranet indexing, and document management systems), what a thesaurus does, and the advantages and disadvantages of thesaurus use and management. Lynn pointed out that a thesaurus is built for a perceived subject area and for a perceived user group. Scoping the project – what you want to achieve with the thesaurus, who will use it, and who is the audience of the service which it supports – is very important.

We discussed the standard relationships – equivalence (USE/USED FOR), hierarchical (broad term [BT] , narrow term [NT]) and associative (related term [RT]), and the questions to ask to test the relationships and make sure that the logic is correct. We discussed 'word stock' – the basic list of terminology which the thesaurus constructor uses or compiles from authoritative sources. We practised building hierarchies – an exercise which lead into an interesting discussion of how terms are interpreted in different contexts and by different individuals, and how terms for processes, concepts and objects are dealt with in hierarchies.

After lunch Lynn gave an overview of the thesaurus standards promulgated by the International Standards Organisation, British Standards Institution and National Information Standards Organisation (NISO). A set of rules for thesaurus construction derived from the standards was provided for guidance.

We worked on a small thesaurus creation project in groups of four. This was fun – the topic was alternative medicine and there was considerable hilarity among the groups as we grappled with the concepts and definitions, shared our different interpretations of terms and tried to put them into consistent and logical hierarchical structures. Inevitably, discussion revealed quite different approaches and thesaurus frameworks among the groups.

This was a worthwhile workshop for participants – a very good overview of the thesaurus construction process, and I think everybody learned something. It was also fun. Part of the proceeds go to the re-development of the ANZSI website, so our association benefited as well.

Sherrey Quinn

INDEXING: technical, professional and business-related issues

The Victorian Branch of the Australian and New Zealand Society of Indexers organised a panel discussion in March on the challenges, uncertainties, delights and vagaries of indexing and the indexing life. The panel members were freelance indexers Max McMaster, Michael Ramsden and Karen Gillen.

About 20 of us sat down for an informal discussion on a range of technical, professional and business-related issues. Members had come armed with queries and cautionary tales and shared their thoughts and experiences with the group. With four members of the audience new to indexing, care was taken to give examples and to explain the indexing process.

These notes cover the issues raised and the resulting general discussion.

Multiple authors using different terminology

Multiple authors sometimes use different terminology. Decide who is going to read the book, i.e. the audience, and use terms they would be familiar with. Qualify the terms in the index, eg Terminus (Railway); Terminus (Cablecar), and use *see* and/or *see also* links between terms. Be aware of regional terms (spelling variants) that mean the same thing, particularly if the authors come from different countries, eg. Great Britain / United Kingdom or fibre / fiber. A glossary may be useful in a student text, to define terms which have been used by the different authors. Discuss the issues with the editor. It was lamented that 'Less editing means more time spent indexing'.

Selecting indexing terms

Index references are pointers to further information, so passing mentions should not be indexed. A useful rule to remember – 'There needs to be more information on the page than in the index'. Example from old *Yellow Pages*, Aged persons, Older persons and Elderly were all used with different businesses underneath. Pick one term and use cross references. Another example, for a book on the history of railways don't put all the terms under Railways.

Making money

Can you make a fortune indexing? No, or as one member of the audience phrased it, 'To become a millionaire indexer – start as a billionaire indexer!' Work in a subject area you know about. It can take a long time to get a good reputation, but a short time to get a bad one.

Taking breaks

Time spent indexing before a coffee or lunch break depends on the type of text being indexed. 'When I would like to skip that page, it's time for a break.'

Feedback on index

Indexers do not get feedback as a rule, perhaps a query about a specific entry. In ten years one indexer has only received thanks from an author once.

Working with editors

After the initial contact, take the quoted time that the proofs will arrive 'with a grain of salt'. Editors have three parameters: length of time index will take to do, the quality of the index and the price. A good editor will check 50% of an author's index, 15% of an index by an indexer used for the first time

and 5% for a known indexer. Indexing is unpaid proof reading! Tell the editor or author of errors or inconsistencies. Praise editors that have done a good job.

Working with authors

Working with authors is more difficult than working with editors. There is scope for misunderstanding if the author is not clear on the process. Thus, the author may expect certain terms to appear in the index, even if the term does not appear in the text ...

Indexing older material

A book published in 1898 on early Victorian history refers to Aborigines as Blacks. In 2006, this is not a politically correct term. While it was agreed the index would contain entries for Blacks and Aborigines, there were differing views on whether to place all index entries under Blacks or Aborigines.

Indexers may be required to do research to clarify names or book titles mentioned in the text. Always consider 'Who is the audience?' and whether there may be a need for several indexes, for example name, subject, and place indexes.

Ethical or political issues

If you don't like the politics or ethical issues of the book – don't take the job.

Other types of indexing

There are several other types of indexing for example Lists, Records, Archives, Genealogy etc. In 1891 about 28,000 signatures from Victorian women were collected in an effort to gain the right to vote. This list of names and addresses has been transcribed into an index as part of the Women's Suffrage Petition Project:

<www.parliament.vic.gov.au/womenspetition/>.

Other examples include Shipping lists; Records of Births, Marriages, Deaths etc.

Deadlines

Things happen. You can get sick, computers can crash, proofs can take extra time to arrive by mail. Tell the editor what has happened. Dates are flexible. A smart editor will have allowed a few days grace. Charge extra if forced to work weekends or if the index is urgent. Always make regular backups of index, and don't keep them on the computer.

Quoting

ANZSI recommended hourly rates are on the website. Suggestions on quoting included: ask for sample chapter and time yourself with it, before you quote; try not to quote – ask for their limit and give a ball park figure; give a range of costs based on page rates for that type of book; or give a maximum cost and wear any minor differences.

The Society of Editors (Tasmania) <www.tas-editors.org.au> has a tip sheet on pricing and quoting for freelancers. Little things, like phone calls and emails, soon add up – for some people it is about five billable hours spread over eight hours. If the job changes, eg. there are more photographs than expected, contact the editor and revise your quote.

Editing indexes

Remember to allow for editing time when quoting. Time spent editing an index varies, some indexers allow 50% of the total time, while others allow 10%.

Indexers often have to explain the publishing or indexing process to first time authors or editors.

Page ranges

There seems to be a trend, particularly in school texts, not to use page ranges. For example, 'term 1, 10, 13-17' is becoming 'term 1, 10, 13'. This is not a good trend and should be avoided.

Web indexing

This is book indexing without page numbers! Since you can't have cross references, you need to repeat links. Web indexing doesn't happen very much as companies are not prepared to pay for it.

Thank you to the panel members for leading this interesting and informative discussion and to Suellen Gosstray, Women's Health Victoria, for hosting the meeting. As usual the meeting adjourned to a nearby restaurant for dinner and further discussion.

Mary Russell

ACT Region Branch birthday banquet

Don't forget the banquet!

It's 30 years since the Australian Society of Indexers first met! The ACT Region Branch is celebrating with a banquet dinner at the Asian Cafe, 32 West Row, Canberra City on Saturday 27 May at 7.00 pm. Cost \$30 plus drinks. Interstate and New Zealand indexers will be with us.

We have booked the big room at great expense and we really need to fill it, so please bring your partners, family and friends! RSVP to Geraldine Triffitt by Monday 22 May,

And those training courses in May and June ...

1. **Back-of-book indexing courses**, conducted by Max McMaster: **Introductory** on Friday 26 May, and **Intermediate** on Monday 29 May. Details in the April newsletter or contact Geraldine Triffitt, Ph +61 2 6231 4975, email <gtriffitt@netspeed.com.au>.
2. **Annual reports indexing course**, Saturday 24 June, conducted by Michael Harrington. Details in the April newsletter or contact Edyth Binkowski,

ANZSI Online – feedback required!

You will have read about ANZSI online in the April newsletter. The ANZSI membership database, incorporating *Indexers Available*, is now online and interactive. The ANZSI Committee would like to have some feedback from you, our members, about this new development. Please email your comments to <secretary@aussi.org>.

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Simply the best way to prepare indexes

From the President



June has arrived, and for self-employed indexers that means a count down to the end of the financial year, and all the paperwork it entails. For ANZSI, it now also means membership renewal time. You may recall that our membership year has now changed to align with the financial year, from 1 July 2006 to 30 June 2007.

This year, we have changed our procedures slightly for renewal notices. You will not be sent renewal forms in the post; instead, our Membership Secretary Joanna McLachlan will be sending a reminder email to you, which will include the URL link to the Membership Renewal form on our Society's website. Please print out this form and return it with your renewal payment. As in the past, you can pay by credit card or cheque, but please note that we aren't yet able to accept secure online renewals or payments, so you will have to mail your renewal form to us.

Why the change? In the past, our Membership Secretary had to extract individual details for each member of ANZSI from our membership database, and print personalised forms so that you could check your details and notify us of any changes. It took quite some time to collate responses and make changes to all our internal records, and to Indexers Available. Now, thanks to the work of our Web Manager Jon Jermy, you can make your own changes directly online, using the passwords Jon sent each of you earlier this year. You can change phone numbers, addresses and other details, as well as ensure that your entry in Indexers Available is up to date and includes recent indexed works. So the process of membership renewal is streamlined, and much quicker.

At this point, I normally write about the benefits of Society membership and urge you to re-join, and to become active in the Society. This year, I think the benefits speak for themselves: a new self-maintaining membership database, easier access to Indexers Available, an imminent website overhaul providing more opportunities for exchange of information including a discussion forum, special Branch pages, online payment facilities, events calendars, etc, and better administrative processes. Therefore watch for your renewal email, and if you

haven't updated your membership details online yet why not check out the new arrangements. If you have misplaced your password, contact the Membership Secretary.

Our changes to renewal notices is part of a wider range of changes to administrative procedures which the ANZSI Committee has been working on this year, and which was the focus of our Committee's recent GAMES (Guidelines, Archives, Mentoring for the Society) meeting. ANZSI's Committee convened for a two-day working bee where we examined and in many cases codified our administrative guidelines and procedures for the Society to ensure that our operations are fair, transparent and accountable. Some of the new developments to come out of the meeting include moves to extend the Mentoring Scheme to a Society-wide service, new procedures for archiving our records (after all, we have been operating for 30 years!), changes to our registration procedures, and newly-defined roles for some of our Executive and Committee positions. We will be reporting back to you, in the next few newsletters, with more details of many of these developments.

In two weeks time, I will be on my way overseas to attend the triennial International Meeting of Indexing Societies

(continued on page 2)



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Deadline for the July 2006 issue: 30 June

Newsletter, Webmaster and Registration contacts

Editor: Peter Judge
<newsletter@aussi.org>

Web Manager: Jon Jermey
<webmaster@aussi.org>
Website: <www.aussi.org>

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This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

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(international indexing journal)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <world@theindexer.org>

Registration

Michael Harrington
Ph + [REDACTED]
<secretary@aussi.org>
or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

Membership renewal

Members are reminded that the ANZSI financial year is now July–June so your membership subscriptions are now due.

This year we will not be sending renewal notices by post. Instead members are being notified by email and directed to the membership renewal form on the website at <www.aussi.org/membership/index.html>.

This form can be downloaded, completed and returned with your renewal payment to the Membership Secretary at the address indicated on the form. Only members without email or those with bounced emails will be posted a renewal form.

Email notifications have now been sent out. If you have any questions about the renewal process, please feel free to contact the Membership Secretary, Joanna McLachlan, at <memsec@aussi.org>.



Lynn Farkas thanks Sherrey Quinn for chairing the GAMES Meeting held in Canberra, 27–28 May. Present were: Geraldine Triffitt, Lynn Farkas, Tracy Harwood, John Simkin, Alan Walker, Sherrey Quinn, Jon Jermey, Glenda Browne, Max McMaster, Penny Whitten, Tordis Flath, Shirley Campbell, Barry Howarth. More about GAMES next month!

(From the President, continued from p.1)

which will take place at the joint American and Canadian indexing conference in Toronto. I will also attend the British indexing conference in Durham in early July. I hope to return with lots of inspirations that can be incorporated into our Society's operations. In the meantime, I wish all of you well with end of financial year recordkeeping, and don't forget to renew your ANZSI membership!

*Lynn Farkas
ANZI President*

ANZSI calendar of forthcoming activities

Are these really all the forthcoming activities that are fit to print? Branch secretaries, please take notice!!

Branch activities

Date of activity	Organiser	Name of activity	Venue & time	Contact details
21 June 2006	Vic Branch	Bell ringing visit	St Paul's Cathedral, cnr Swanston and Flinders Sts, Melbourne	RSVP: by 18 June to Jenny Restarick [redacted]
24 June 2006	ACT Region Branch	Annual Reports Indexing training	Griffin Centre, 9.00–4.00 pm	Edyth Binkowski <geoffb@webone.com.au>
8 July 2006	Qld regional contact	ANZSI 30th Birthday lunch	Augustines on George, Brisbane, 12 noon	Moira Brown. [redacted]
26 July 2006	Vic Branch	Visit to Sensis	222 Lonsdale Street, Queen Vic Centre, Melbourne	RSVP: by 24 July to Jenny Restarick [redacted]
15 and 22 July 2006	NSW Branch	Book Indexing training course	Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney	Lorraine Doyle [redacted] >
2 August 2006	ACT Region Branch	What's in a name?	Friends Room, National Library, 5.30-7.30 pm	Geraldine Triffitt [redacted]

National/international activities of interest

Date of activity	Organiser	Name of activity	Venue & time	Contact details
16–17 March 2007	ANZSI Vic Branch	ANZSI Conference	Rydge's Riverwalk, Richmond, Melbourne	Margaret Findlay [redacted]

The bells are ringing for me and my gal...

Vic Branch explores the mysteries of campanology

Bell-ringing (change ringing) is a traditional English folk-art that originated in the early seventeenth-century when it was discovered that bells could be rung using a scientific system of mathematical permutations.

Change ringing was first introduced into Australia in Sydney after the arrival of the first ring of eight bells in 1795. During the nineteenth century the practice spread to other colonies, with installations of bells in Tasmania, Victoria, South Australia and Queensland.

St Paul's Cathedral has a magnificent ring of 13 bells donated by Mr Thomas Dyer Edwardes, whose father had been a landowner in Victoria. The bells were cast in 1889 by the Mears and Stainbank foundry at Whitechapel, London. The total weight of 7 tons 3 cwt made them the heaviest ring from that foundry in the 19th Century and is the world's second oldest complete ring of 12 bells.

Come and watch the campanologists practice their swings and peals and stops – find out how they memorise the ups and

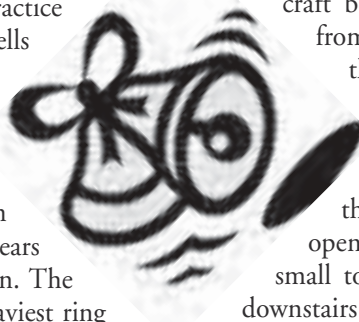
downs, how they file and store and record and INDEX the mathematical formulae used to denote the wonderful music they produce

Date: Wednesday, 21 June 21 from 6.00 pm – we are meeting before the practice session begins so we can hear (!!)

the Tower Captain (Andrew Chin) tell us all about this craft before his team starts rehearsing. Practice runs from 6.30 – 8.30 pm, after which we have invited the team to join us at La Porchetta.

Where: St. Paul's Cathedral, on the corner of Swanston and Flinders Streets, Melbourne. As soon as you arrive at the tower (east side of the Cathedral) you should find the big doors open, and just inside and behind the big doors is the small tower door. As soon as our group has gathered downstairs we will head right on up.

Numbers limited (for space reasons)
RSVP: by Monday 18 June to
Jenny Restarick ph/fax [redacted]



From the literature and other thoughts

Open Road May/June 2006

In 'Meet our experts' Col Chambers, who runs NRMA's Motoring & Technical Library says: 'A librarian couldn't do this job, you need to have the inherent motoring knowledge. If someone says "my wheel goes 'wonka wonka'", I know exactly where to look for books on wheels that go 'wonka wonka'.'

Under 'wo' I expect.

Key Words v.14 n.2 April-June 2006

Harry Diakoff has written a review of the proceedings of a conference on the history of scientific information systems. The publication is available in print, and also on the web. It covers both the history and the current state of a wide range of bibliographic databases, with one article covering the management of raw data in fields such as genetics and meteorology. Michael Middleton contributed one article: 'Drops in the ocean: the development of scientific and technological information services in Australia'.

Details are: Rayward, W Boyd and Bowden, Mary Ellen 2004. *The history and heritage of scientific and technological information systems*. Medford, NJ: Information Today, Inc, on behalf of the American Society for Information Science and Technology and the Chemical Heritage Foundation, available free at www.chemheritage.org/pubs/pub-nav3.htm (22 May 2006).

Web Indexing SIG and IAI

The **Web Indexing SIG** of the **American Society of Indexers** has established a partnership with the Information Architecture Institute (formerly known as the Asilomar Institute for Information Architecture; iainstitute.org/pg/partners.php).

This partnership gives web indexing a higher profile among those in the profession that make decisions about website organisation and design. Web Indexing SIG members gain specific benefits, including reduced/member rates to IA Institute events and the right to join the IA Institute members-only mailing discussion list.

A plea for indexes

Indexing is about providing rapid access to ideas and information, both to browsers and those wanting to return to a particular place in the text. Without an index, only the most time-rich researchers can work their way through books to find relevant information. A search of the published literature on back-of-the-book indexing reveals many complaints about the lack of indexes, something to which many publishers seem oblivious.

In 2003 one New Zealand indexer estimated that just 10 per cent of New Zealand non-fiction was published with an index. A quick survey of the October 2005 New Zealand National Bibliography for printed non-fiction monographs of more than 20 pages (excluding dictionaries and unpaginated books) produced only marginally less dismal results: of just

Libraries Australia via Scholar

Searches for book titles in Google Scholar done in Australia now return a link to the record in Libraries Australia. At this stage the link is provided if the book is already in Google Scholar (scholar.google.com, try 'Indexing Books'), but this will be extended to cover all holdings from Libraries Australia.

This means you can use Google Scholar to find libraries within Australia that hold the book you are interested in, as well as other mentions of the book. And if you want to find only the holdings you can go direct to Libraries Australia (www.librariesaustralia.nla.gov.au).

The Publisher Issue 91 May 2006

In 'A plea for indexes' (reprinted below), Kathryn Mercer estimates that 14% of non-fiction books published in New Zealand and listed in the National Bibliography have indexes, compared to 40% in Australia (which is better, but still too low). This is especially surprising as most of the publishing in New Zealand is educational.

Gene indexing

In the *NLM technical bulletin* (March – April 2005: 343, <www.nlm.nih.gov/pubs/techbull/ma05/ma05_gene.html>), Janice Ward wrote on the linking of articles in PubMed to information about genes and nucleotides in Entrez Gene. More than 1800 organisms, including mammals, vertebrates, invertebrates, microorganisms and plants, are represented. In PubMed citations, users can click on 'Links' then select 'Gene' to view the Entrez Gene record for the gene or protein. Try it out at PubMed <www.ncbi.nlm.nih.gov/entrez/query.fcgi> using the examples in the article.

Thomson Derwent also provides information on nucleic acid and amino acid sequences from patents (GENESEQ, thomsonderwent.com/products/patentresearch/geneseq).

Glenda Browne

under 300 titles, approximately 14 per cent had indexes – and this despite the bulk of our publishing being broadly described as educational! This lack was commented on by the Montana New Zealand Book Awards 2005 judges:

We were concerned by the number of non-fiction books, especially reference works, lacking indices and the apparatus of scholarly documentation, and we'd like to suggest that publishers should pay more attention to these. The effectiveness of some excellent books is greatly diminished without them.

By comparison, approximately 40 per cent of Australian nonfiction is indexed; a level that many librarians and the Australian and New Zealand Society of Indexers (ANZSI) feel is too low. Libraries take into consideration the existence and

(continued on next page)

ACT Region Branch celebrates the founding of AusSI

The ACT Region Branch celebrated the 30th anniversary of the inaugural meeting in Melbourne of the Australian Society of Indexers with a Chinese banquet at the Asian Cafe in Canberra on Saturday 27 May. Forty-three people attended – half the Branch members, with their partners and friends, and members of the Canberra Society of Editors.

We were fortunate that visiting members of the ANZSI Committee, who were attending the GAMES meeting, could also be present at the dinner. They were John Simkin and Max McMaster from Victoria, Alan Walker, Glenda Browne and Jon Jermy from New South Wales and Tordis Flath from New Zealand.

Lynn Farkas proposed the toast to the Society. Tordis introduced the speaker, John Simkin, who had been present at the inaugural meeting on 27 April 1976. Alan Walker, a former National President of the Australian Society of Indexers, cut the cake.

John Simkin's speech had two connected themes: he considered the need for indexers to have imagination and a flexible mind, and he discussed the contributions of individuals to the growth of indexing in Australia, including the contributions of CSIRO staff to the formation of AusSI. Our next newsletter will give a more extensive account of John's address.

Judging by the lively conversations at the tables, people really enjoyed the social occasion and the chance to meet their



Alan Walker cuts the cake, watched by Tordis Flath and Lynn Farkas

colleagues. The twelve courses provided a variety of tasty dishes served by pleasant, competent staff.

Geraldine Triffitt

(A plea for indexes, continued from previous page)

quality of an index when evaluating non-fiction materials for purchase and awards. Further research may reveal whether this is a significant factor with other potential purchasers. Even if bookshops, libraries or readers complain about a particular book, few New Zealand books run to a second edition where this could be remedied. The BPANZ Survey of Book Publishing in New Zealand found that 16 per cent of publishing last year (including fiction, pictorial works, etc.) was of revised titles (436 books), although the sample appears to have been skewed somewhat towards medium-large publishers. Another estimate based on Nielsen BookData information found that of the 16,623 non-fiction titles published in New Zealand since 1995 and listed on their database, only 227 went into a second or revised edition, i.e. about one per cent.

Professional indexers within the English-speaking world generally view retrospectively produced book indexes as uneconomic, so where such indexes are produced at all they tend to be compiled on a voluntary basis or as part of a broader

job by people such as librarians and curators, who don't always have appropriate training. Such indexing appears to be rare and is uncoordinated, resulting in some duplication of effort.

Publishers, please note: not all of your readers have the luxury of reading your books from cover to cover over a glass of wine. I am frustrated both as a librarian who helps researchers to identify relevant information and as a researcher myself: please, please save the time of your readers by providing good quality indexes in your non-fiction books.

Further information about indexing training is available on the ANZSI website, as are basic guidelines for engaging indexers (see <www.aussi.org/profissues/clients>). Publishers are welcome to attend ANZSI branch meetings to meet local indexers. Information is available from Tordis Flath, President of the New Zealand Branch, at <indexing@paradise.net.nz>.

Kathryn Mercer
(excerpted from *The Publisher*, Issue 91, May 2006)

Vic Branch visit to the National Herbarium of Victoria

On a damp Thursday afternoon in April, a group of eleven ANZSI members and friends visited the National Herbarium of Victoria. The Herbarium is part of the Royal Botanic Gardens Melbourne, located on Birdwood Avenue, near the Shrine of Remembrance. It is the oldest herbarium in Australia, established in 1853 by Baron Sir Ferdinand von Mueller, the first Government Botanist of the Colony of Victoria. With an estimated 1.2 million specimens, it houses one of the largest reference collections of dried plant material (including algae, lichens, fungi and mosses) in Australia.

While the main focus is on Victorian plants, the collection includes specimens of nearly all known Australian flowering plants as well as major groups from many regions around the world. The specimens are a primary source of information on the classification and distribution of plants, algae and fungi and are the working tools of scientists who contribute to our knowledge and understanding of biodiversity and conservation through the discovery, classification and description of plant species.

The tour was led by Alison Vaughan, with assistance from her colleagues Helen Rommelaar and Judy Ryan. Alison started the tour with a brief history of the Herbarium and then took us to meet the volunteers who mount the specimens. Here, Judy Ryan explained how the dried and pressed specimens and labels are mounted on sheets of archival card, labelled and stored flat in folders or packets. We were particularly impressed with the fine hand-sewing of some specimens which cannot be glued onto the herbarium card. The volunteers mount some 16,000 specimens each year and are an integral part of the workings of the Herbarium.

We then moved into the Collections area, where Helen Rommelaar showed us a selection of the many notable specimens from the Collections, including one of the oldest specimens in the Collections, collected by Samuel Brown in Madras in 1696; specimens collected by Sir Joseph Banks, the botanist on Captain Cook's voyage, at Botany Bay in 1770, and a specimen and associated watercolour illustration of an alga.

The collections are stored flat on shelves in metal locker-style cupboards, and are filed according to family (or major group), then alphabetically according to genus and species. Australian material and foreign material are generally filed separately. Specimens are routinely exchanged between herbaria, through both exchange of duplicate specimens and loans (similar to interlibrary loans). All incoming specimens, as well as all materials, spend a week in the freezer at -23 degrees C to kill insects and other pests. As part of their Integrated Pest Management strategy, herbarium staff systematically rotate the entire collection through the freezer; it takes over three years to treat the entire collection.

As part of the Australia's Virtual Herbarium (AVH) Project, herbarium staff are databasing the Australian collections. The AVH project is a national project to database the six million scientific plant specimens held in Australia's major government-funded herbaria and make the information globally accessible via the web. When the National Herbarium

of Victoria commenced work on the AVH in 2001, only 30% of the 800,000 Australian plant specimens held in the Herbarium were on the database. Now, nearing the end of the project, over 90% of the Australian collection has been entered.

Each record on the database includes the specimen's unique accession number, the name of the plant, when and where the specimen was collected and by whom, the latitude and longitude co-ordinates and any other information recorded on the specimen label, such as a description of features of the plant, the habitat in which it was found and what other species were growing nearby.

Entering specimen details into the database often requires a bit of detective work, as the older handwritten labels can be difficult to decipher and are often don't indicate who collected the material. With experience, the handwriting of specific collectors is recognized and deciphered and the database record is completed with information from other sources.

Information from each herbarium is uploaded to Australia's Virtual Herbarium (the AVH), at <www.rbg.vic.gov.au/research_and_conservation/plant_information/avh>, where the data from participating herbaria is combined. A search using the map search interface, for *Correa reflexa*, for example, displays a map of Australia with the location of specific collections of *Correa reflexa* and which herbarium holds the specimens. Some restrictions are placed on the information that is made available, such as that for vulnerable, rare or threatened species. For example, the exact location of Wollemi pine collections is not disclosed. Further funding is required to add images to the AVH.

The AVH and the Herbarium database itself are powerful research tools. It is possible not only to map where specimens of a particular species have been collected, but also track down when and where a particular collector collected specimens, or produce a list of species that grew in a particular region over a specified period.

This was an extremely interesting session with Herbarium staff and volunteers showing obvious enthusiasm and love of their work. If you would like further information on the National Herbarium of Victoria, go to:

<www.rbg.vic.gov.au/research_and_conservation/herbarium>

Mary Russell

ACT Region Branch

Indexing Annual Reports workshop

Saturday 24 June, in Room 10, New Griffin Centre, Genge St, Civic, from 9.30 am to 12.30 pm (morning tea provided).

The cost to members of ANZSI, the Canberra Society of Editors and ALIA is \$100, to others \$130. This workshop will be conducted by Michael Harrington, Chairman of the ANZSI Registration Subcommittee. Numbers are limited to 15 participants.

Following the morning workshop, from 1.30 to 4.30 pm, there will be a free afternoon discussion session for your questions, with tips and suggestions from the panellists.

Contact: Edyth Binkowski at [REDACTED]

Visit to AIATSIS

Last month librarians and indexers in the Canberra region had the opportunity to visit the library of AIATSIS, the Australian Institute of Aboriginal and Torres Strait Islander Studies, situated next to the National Museum, on Acton Peninsula. Our guide around the Library and its resources was the library manager, Rod Stroud.

Rod described the language thesaurus, covering about 250 Indigenous languages, which has been developed over many years, and the Horton Map showing where each Indigenous language is spoken. This map and others are available from the Aboriginal Studies Press. The language bibliographies listed on the AIATSIS website at <www.aiatsis.gov.au> give the relevant map series references.

Each record takes about 15 minutes to prepare, using Multites, thesaurus software which also acts as a webserver, and is easy to browse. They can be downloaded, and are updated every three months.

Judith Cannon told us about the Aboriginal Biographical Index, a personal name index to published material in the Library. Sensitivity to the culture is important when producing the index. You can obtain more information from the Family History Unit, at <family@aiatsis.gov.au>.

We concluded with a visit to the Library, at the back of the building and almost on the banks of Lake Burley Griffin. The reading room has floor to ceiling windows with a spectacular view. We saw it on a windy evening, and the usually placid lake had waves that would have pleased a surfer.

This was a really useful and interesting visit.

Edyth Binkowski

What I have learnt from indexing

I have worked for the Australian Federal Police library for a year. The database I am helping to compile, the Australian Federal Police Digest, is designed to give easy access to information for AFP librarians, and their clients. It is marketed to external clients by RMIT Publishing through Informit (AUSTROM online).

Selection of published and unpublished material is based on the needs of AFP recruits, counter-terrorist officers, forensics, intelligence analysts, and the International Deployment Group.

The work of the AFP is valued by local, national and international police and civilian communities. Its areas of research range from disaster relief to domestic violence, and paedophilia to narcotics smuggling.

Library staff select most of the articles for digitising, indexing and abstracting. These consist mainly of current 'hot' topics such as community policing, criminology, law enforcement, and police management and leadership. Current awareness is balanced with long term archival usefulness.

As an indexer, I do proof reading of bibliographic citations, crafting succinct abstracts with subject access using Library of Congress Subject Headings and free terms, and quality control. And I really enjoy skimming documents to find and record the salient points, facilitating access to information on social, political, religious, economic and regional security issues.

Joanne Seccombe

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Australian and other indexers

John Simkin reminiscences at the 30th anniversary dinner of AusSI/ANZSI

I am no historian. Had the Society that position, the historian would be giving this talk. Lacking such a person it falls to me to be a kind of memory only because I am one of a couple of survivors of our earliest years. I lack the necessary objectivity to be an historian and have found myself tempted to create a fictional history because there is no one to contradict me. This I have resisted.

This Society, especially in its formative years, was created by members who were not young and in most cases decidedly elderly. If we want first hand reminiscences there is little time to gather it. This is our 30th anniversary. Although I come from a long-lived family, if I am still around for the 50th, I may have to resort to the Queen Mother's strategy in performing public duties as she approached her century, of sticking to the cutting of ribbons and the declaring of events open with no more than a dozen words and, in her case, of wearing beautiful hats. But when Geraldine Triffitt asked me to speak on the history of AusSI I was at a loss because, having written a paper on the subject for the 2005 conference and a reminiscence for the April newsletter, I thought I had nothing more to say. Then I started to think of the personalities involved in the history of the Society and of indexing in general and to mentally check those about whom I could say something. So, leaving out those whom I did not know well enough, here they are. First, four obituaries.

Peter Dawe, chief librarian of CSIRO, chaired our initial meeting and was our second president. He carried the air of Adelaide with him, by which I mean that he was a very proper gentleman. In the manoeuvres which led to his being made redundant by CSIRO he always acted impeccably. I remember urging him to fight for CSIRO Library to become a national scientific library, but his sense of propriety would not allow him to take such a radical and politically unpopular position.

Coryl Muntz, also from CSIRO, took over the editorship of the newsletter from me and introduced a professionalism into it which it had lacked up to that point. Coryl was a very private person, at least so far as I observed her, so I never got to know her well.

Kingsley Siebel, an honorary life member, vice president and New South Wales Branch president, has been missed

because of his expertise in legal indexing. I recall Kingsley as thoughtful and dapper.

Josephine McGovern was, of these four, the one I knew best. Apart from being president in 1988 and 1989, vice president in 1987 and 1990, she was a committee member for many years up to her death in 2001.

I valued her friendship and her companionship in travel through Europe and Britain and to conferences of the Society of Indexers in London, Chester and Edinburgh. On the surface our friendship was unlikely, as Josephine was dedicated to very particular religious observance and I have no such affiliations. I observed her demeanour in entering the Anglican cathedrals of England. To Josephine they were merely tourist attractions. By contrast, in Rome every church we entered was an occasion for prayer and contemplation. This is not to suggest that she was bigoted or narrow for Josephine was always tolerant and never ruffled. At meetings and dinners of the Society she adopted the role of unofficial hostess where she made members, especially new members, feel welcome and at ease.

(continued on page 4)



Peter Dawe ... chaired our initial meeting and was our second president.



Young John Simkin, back in 1985.

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Deadline for the August 2006 issue: 28 July

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This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

28 July for the August 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June). Student member A\$30. Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(*international indexing journal*)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>
Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <[REDACTED]>

Registration

Michael Harrington
<[REDACTED]>
<secretary@aussi.org>
or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

Membership renewal

Members are reminded that the ANZSI financial year is now July–June so your membership subscriptions are now due.

This year we will not be sending renewal notices by post. Instead members have been notified by email and are directed to the membership renewal form on the website at <www.aussi.org/membership/index.html>.

This form can be downloaded, completed and returned with your renewal payment to the Membership Secretary at the address indicated on the form. Only members without email or those with bounced emails will be posted a renewal form.

If you have any questions about the renewal process, please feel free to contact the Membership Secretary, Joanna McLachlan, at <memsec@aussi.org>.

Alex George, botanist, editor, indexer Western Australian contact for ANZSI

Alex George is a botanist by profession but in recent decades has added editing and indexing to his activities. For more than 21 years he worked as a botanist at the Western Australian Herbarium, studying the classification of the native flora (particularly *Banksia*, *Dryandra* and *Verticordia*), his research resulting in naming many new species in these genera. From 1981 he spent twelve years in Canberra as Executive Editor of the *Flora of Australia* project with the Australian Biological Resources Study. In 1993 he returned to Perth where he has his own consultancy.

He has spent three 12-month periods at the Royal Botanic Gardens, Kew, twice as the Australian Botanical Liaison Officer. Working with specimens collected by explorers such as William Dampier and Joseph Banks stimulated his interest in the history of exploration and discovery of the Australian flora. He has published some 150 botanical papers and written or contributed to a number of books.

Besides some 20 works published for the *Flora of Australia* he has edited 45 books and indexed 15.

ANZSI website redesign <www.anzsi.org>

The ANZSI Committee is pleased to inform members that a tender for the redevelopment of the website has been accepted and Link Web Services in Canberra will commence work on the project in August. It is anticipated that the redesigned website will be functional

Alex's other interests include conservation, photography, gardening, music, travel, reading and aviation (he held a private pilot's licence for 20 years). In 2000–01 he was President of the Royal Society of Western Australia, a society with members covering all branches of science.

Alex writes:

The Western Australian members of ANZSI have been quiet for some time but we are in the process of setting up a formal group. We have just a few members but shortly will get together to discuss our work and a program for maintaining regular contact.

The publishing industry here is the same as elsewhere – it is very active and, from an indexer's perspective, shows the full range from indexes that are very good through mediocre to non-existent.

In recent years I have written to several publishers to complain about the lack of an index, but the replies have also been non-existent. Whether we as a formal group will be able to make a difference remains to be seen.

Alex George

by the annual general meeting of the Society in October, at which stage the address of the website will change to <www.anzsi.org>. This is a truly exciting development. The cost of the project will be met jointly by Branches and the Society.

Joyce Gillespie remembers...

Memories of my involvement with the Society

As with many early members I came to the Australian Society of Indexers as a librarian. My position as National Librarian of the then Australian Society of Accountants (now CPA Australia) included production of an annual index to that Society's monthly journal *The Australian Accountant*, which I had been preparing since 1968.

Having heard from my former colleagues at CSIRO of the formation of a society of indexers I joined in 1975 hoping to learn from 'real' indexers. Although back of the book indexing was the major focus of early activities, I was asked by the first Treasurer, Joan Haughton, to take over the collection of membership subscriptions in 1976. (I have found because I have been associated with the Australian Society of Accountants everyone assumes I will be able to handle finances.) Thus I became Hon. National Treasurer from October 1976 to March 1997 and Treasurer of the Victorian Branch as well from 1990 to 1999.

For a brief period in 1982-83, due to the illness of the then editor Coryl Muntz, Vera Vicks and I compiled the newsletter together.

From 1979 to February 1994, with assistance of the Central library staff of the Australian Society of Accountants, I organized the printing, addressing, enveloping and posting of the newsletter. Following my retirement I continued to envelop and post the newsletter, using labels supplied by the Secretary, Ian Odgers, until the end of 1996 when the editor and distribution moved to Sydney.

From 1976 to 1997 I kept details of members (including former members) in a card file as a record of subscriptions paid. These cards also included details of subscribers to *The Indexer*, from which I prepared and forwarded address labels and payment for Australian members to receive their twice yearly copies to Mrs Barbara Britton, then Treasurer of the Society of Indexers in the UK.

This led to a delightful friendship by correspondence, which continues to the present day. These cards are now part of the Society's archives in the Latrobe Library of the State Library of Victoria.

From 1982 I also contributed to the compilation and amending of the Society's Constitution, including its extensive updating in 1996.

On a lighter note, I also had the pleasure of manning the front desk at the First International Conference in Marysville in 1995 and again for the Second Conference in Hobart in 1999, both organised by the Victorian Branch. Registering, meeting delegates, making sure they went to the right lecture rooms, had lunch and so on

were great fun, and I was glad to meet many Society members who had only been names on subscription forms before, as well as, of course, overseas visitors.

Although not a professional indexer myself I have really appreciated the opportunity to use my various skills to assist in the financial and administrative management of the Society, and was honoured to be elected as a Life Member of the Society in 1998.

Joyce Gillespie



Alan Walker, then President of AusSI, presents Joyce Gillespie with a certificate of Honorary Life Membership of the Society in 1998.

ANZSI calendar of forthcoming activities

Branch activities

Date of activity	Organiser	Name of activity	Venue & time	Contact details
26 July 2006	Vic Branch	Visit to Sensis	222 Lonsdale Street, Queen Vic Centre, Melbourne 5.45 pm.	RSVP: by 24 July to Jenny Restarick [redacted]
15 and 22 July 2006	NSW Branch	Book Indexing training course	Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney	Lorraine Doyle <[redacted]>
2 August 2006	ACT Region Branch	What's in a name?	Friends Room, National Library, 5.30-7.30 pm	Geraldine Triffitt <g[redacted]>

National/international activities of interest

Date of activity	Organiser	Name of activity	Venue & time	Contact details
16-17 March 2007	ANZSI Vic Branch	ANZSI Conference	Rydge's Riverwalk, Richmond, Melbourne	Margaret Findlay [redacted]

(John Simkin reminisces, continued from page 1)

Joan Houghton, our first treasurer, came to indexing through her interest in local history in eastern Victoria. She soon had to give up her role with the Society because of her husband's deteriorating health.

Joyce Gillespie (then Korn) took over the position and held it with distinction until 1996. She is one of the first two honorary life members. To Joyce we owed, and probably still owe, our financial stability.

Jean Uhl, the first vice president, also had to relinquish the position because her son, a clever academic, suffered a periodic debilitating illness. Jean was our link with Godfrey Green and the Society of Indexers in Australia (1972-1975). She was also the author of a number of works of reminiscence and history including *Sailing ships, shipwrecks and crime in the 19th century*, based on Supreme Court records, Criminal Sessions, 1840s-1860s.

Jean Hagger, went from being the second secretary to fourth president and, although she went about it quietly and didn't want any publicity, was the driving force behind the establishment of the Medal award. Suggestions that the award should be named after her have met with a stern refusal. I knew Jean for many years in the library world where we had some agreements and amicable differences. On one occasion when I was engaged in giving a double lecture with a break between Jean reprimanded me for running over and robbing the students of their refreshment time.

After Jean had retired and when the RMIT began its courses in editing and publishing we saw a possibility of the College, as it was then, putting elements of that course with elements of librarianship to create a qualification for indexers. So she and I went to see what would now be the dean of the faculty. (I don't remember what the post was called then.) We were taken aback when we discovered that he, with a background in publishing, knew virtually nothing about indexing and why it could be an area of study. Jean is the other one of our first two life members.

The position of secretary has been held by some interesting people. One, the memory of whom brings pleasant thoughts is Sylvia Ramsden. On first meeting I was inclined to see Michael Ramsden as being rather serious. But on better acquaintance I discovered that he shares Sylvia's sense of humour. Of course I first knew Michael as a teacher and teachers have to maintain a certain amount of *gravitas*. Michael conducted the first introductory course for the Society in 1977.

Max McMaster hardly had time to draw breath as a member of AusSI before he was appointed secretary and then straight on to being president. All of us know him as one of the busiest, if not the busiest book indexer in the country, a teacher and generator of ideas and, almost incidentally a recruiter of many members to the Society.

Ian Odgers, another recruit from CSIRO and Max's successor as secretary, did his job quietly so as to be (I think he hoped) unnoticed. But those of us who benefited from his work in this role noticed him and appreciated his efficiency. George Levick, whose presidency covered our first international

conference, was another member from CSIRO. He gave courses over a number of years which showed him to be a fine teacher especially in the field of thesaurus development.

Michael Wyatt is a life member who was a vice president and for many years a stalwart of the New South Wales Branch until his dramatic career change. I recall Michael for two reasons. First, he seemed to have shed his New Zealand accent without any difficulty and second I enjoyed his sense of humour. Others have told me that he could be quite tough but I have always known him for his jolly laugh.

Dietrich Borchardt, librarian of La Trobe University and eminent bibliographer, always prefaced remarks about indexing with the assurance that he was not an indexer but had given it thought as an allied profession. I valued Dietrich's comments on education and qualifications for indexers. He and Jean Hagger, encouraged me in pushing my ideas of professionalism beyond the rather narrow confines of book indexing.

I am aware that the above list does not give any information about several others: Clyde Garrow, the first president, Winifred Mills, third vice president, Jennifer Pritchard (formerly Challis), third secretary, Stephen Lansdown, creator of early software (Index 4), Dorothy Prescott, map librarian and contact with the Society of Indexers in Australia, Jeremy Fisher, winner of the first Medal with his index to the 4th edition of the *Australian Encyclopaedia*, Geraldine Suter, newsletter editor, and Robert Croll, who did the sums which led to the Society setting the first recommended rate for freelance indexing.

Going beyond our Society, there are three other names I would like to recall because they influenced me. The first was the first Librarian of CSIRO. Ellinor Archer was born in Malaya and came to Melbourne as a girl. She was a graduate in botany working in CSIR (before it became CSIRO). When the library was set up in 1925 it was taken for granted that a woman would be the obvious choice for the position of Librarian. Women with science qualifications were rare in those days, so Ellinor got the job. She became one of the founders of the Australian Institute of Librarians in 1937.

In her position at CSIRO, Ellinor had very definite ideas on how to get the best out of a loose network of divisional libraries. She allowed the divisions to use whatever classification systems were considered suitable for their subject areas but insisted that all divisions supply catalogue entries (on cards) to the union catalogue held in East Melbourne. Lest you think I have wandered off the point Ellinor is included because she indexed the second edition of the *Australian Encyclopaedia* published by Angus and Robertson in 1958.

Then there was John Metcalfe, Librarian of the Public Library of New South Wales, as it was then, whose lectures on classification I attended in the early 1950s. To Metcalfe everything to do with the organisation of information was one discipline and that part which assigned descriptive words or

(concluded on next page)



Clyde Garrow, the first president

CALL FOR PAPERS

The Indexing Life

ANZSI Conference, Melbourne, March 15-17, 2007

Rydgges Riverwalk, Richmond, celebrating ANZSI's 30 years.

Scope themes

Book publishing /production	Professional issues for indexers
Historical and retrospective materials	Technical issues for book indexing
Indexing and abstracting for databases	Web indexing / Information architecture
Indexing electronic documents	Bibliography
	Language in indexing

Papers may be presented as full conference papers, or in forum (panel) sessions

Our keynote speakers for the conference will be:

Geraldine Beare, an eminent freelance indexer from the UK, and

Professor Pam Peters, Director of the Dictionary Research Centre at Macquarie University, and Editor of *Australian Style*.

Thursday 15 March will be devoted solely to professional development workshops.

As further details come to hand they will be posted on the ANZSI website <www.aussi.org>.

Are you interested in presenting a paper or joining a panel? If so, please go to the conference section on the ANZSI website <www.aussi.org>. Abstracts (200 words max.) should ideally be submitted at the same time as your application, but no later than **31 October 2006**.

(continued from previous page)

symbols to the information for identification was 'indexing'. This registered with me; I was just then discovering, without really understanding its implications, that my role was to be as an organiser of knowledge.

In passing he referred to famous predecessors – Kaiser, Ranganathan and others – but the one which caught my imagination was Paul Otlet with his Universal Bibliographic Repertory. There is an unhappy situation associated with this. By living in an Anglo-centric and particularly an Americanised and commercialised world we have ignored Otlet because he described his vision in French. He was a global thinker, peace activist, feminist and idealist, whose motivation was the enhancement of human life through international cooperation and universal access to knowledge.

Our present pattern has a crude technological basis with these two principles largely replaced by commercial considerations. A hundred years ago Otlet believed in making all recorded knowledge accessible and 72 years ago he wrote the formula. I look forward to a time when idealism is restored and the kind of world he envisioned can be achieved. Remember that Paul Otlet's vision of the future of the organisation of knowledge was written in 1934. Most indexers are not poets but Otlet surely was. Let him tell his story:

A radical assumption would consider that all knowledge, all information could be so condensed that it could be contained in

a limited number of works placed on a desk, therefore within hand's reach, and indeed in such a way as to ensure maximum consultability. In this the world described in the entirety of books would really be within everyone's grasp. The Universal Book created from all books would become very approximately an annex to the brain, a substratum even of memory, an external mechanism and instrument of the mind but so close to it, so apt to its use that it would truly be a sort of appended organ, an exodermic appendage ... Man would no longer need documentation if he were to become an omniscient being like God himself.

A less ultimate degree would create an instrumentation acting across distance which would combine at the same time radio, x-rays, cinema and microscopic photography. All the things of the universe and all those of men would be registered from afar as they were produced. Thus the moving image of the world would be established - its memory, its true duplicate. From afar anyone would be able to read the passage, expanded or limited to the desired subject, that could be projected on his individual screen. Thus, in his armchair, anyone would be able to contemplate the whole of creation or particular parts of it. (*The international organization and dissemination of knowledge*, selected essays of Paul Otlet, trans. Boyd Rayward (Amsterdam, Elsevier, 1990.)

John Simkin

The photos of Peter Dawe on page 1 and Clyde Garrow on page 4 were taken by your editor at Peter's farewell from CSIRO on 5 May 1988.

From the literature and other thoughts

Index it right

Information Today Inc <www.infotoday.com>, with ASI, has published *Index it right! advice from the experts Volume 1*, the first title in a series which aims to present best practices for a range of indexing project types. This volume, edited by Enid Zafran, includes chapters on philosophy, theology, biography, encyclopedias, art book and catalogues, plant names, computer industry publications and websites. The index is by Carrie Nearing.

Collections Australia Network (CAN)

I always enjoy reading about the unusual places the Victorian Branch visits – many, including the Herbarium – with apparently tenuous links to indexing. However, although filing a fern and indexing a book seem to be from different worlds, the Collections Australia Network doesn't agree – find it at <www.collectionsaustralia.net/institutions>. It provides much information on a range of collecting institutions: archives, art galleries, botanic gardens/herbaria, libraries, museums, and zoos/aquaria. Now, where should I file that aardvark?

Knowledge management a no-no

According to a few messages on the Taxonomy Community of Practice mailing list <groups.yahoo.com/group/TaxoCoP>, clients now recoil at the mention of the words 'knowledge management', as so many KM projects have failed to live up to expectations. The new buzzwords are 'knowledge transfer processes' and 'affinity systems'. KM is also being complemented by 'ignorance management', with Patrick Lambe using Donald Rumsfeld's famous pronouncement on known unknowns etc as a framework <www.greenchameleon.com/gc/category/C22>.

US copyright law in comic book format

Three people from the Center for the Study of the Public Domain at Duke University have written a comic to show features of US copyright law and fair use exemptions <www.law.duke.edu/cspd/comics/zoomcomic.html>.

Future of ebooks, or 'We need an embedded index'!

Most indexers shudder when they hear the words 'embedded index', but since we have been selling the second edition of *Website Indexing* <www.webindexing.biz> as an ebook we have discovered how useful embedding can be.

At this stage we have a standalone index which refers to pages in the print version. We have made a few minor changes, but had to make sure that these did not change the pagination. To update more fully in future we will have to reindex the book, and when we do so we will embed it to make sure that we have more publication options in future. As well as allowing easy updating, we could link the new index directly to the pages referred to, and will be free to change page format as required. This has been necessary to sell the book in print-on-demand format through online ebook seller Lulu <www.lulu.com>, which requires US-standard (letter) size books (a bit smaller than A4 – in this case we have got around

the problem by slightly decreasing the size of the pages). The book is also available at <www.informit.com.au> through RMIT Informit, who have done all the necessary formatting.

Ganfyd.org

Most indexers know Wikipedia <www.wikipedia.org> – the online encyclopedia which allows anyone to add, delete and edit content. Ganfyd.org is a wiki for medical content. It is different to Wikipedia in that only people qualified as medical practitioners in their own country can make changes to the wiki. This is still no guarantee of accuracy, but it does mean that the contributors are medically qualified. The site is aimed at medical practitioners, and advises people who are unwell to see a doctor.

The Ganfyd home page has 13 major categories, including public health, laboratory-based specialties, resources for trainees, and computers. You can also select 'Topics by Category' to see more specific topics. There is an index called 'Topics A – Z', but it only shows the first two letters of the topic, so you are better off going to 'List of All Categories' and typing in the first letters of the word of interest. This allows you to browse related topics. The list contains the topics in exact alphabetical order, so 'James Parkinson' is listed in the Js not the Ps.

Topics range from the simple (e.g., 'Ileum') to the complex (e.g., 'Get a note from your doctor'). There are disambiguation pages to clarify terms which may have different meanings or potential confusion (e.g., 'Inflammatory bowel disease'). Ganfyd can also be accessed in a textbook format, with a hierarchical table of contents. And if all else fails, there is a search box.

Glenda Browne

Open Publish, anyone?

Indexers might be interested in the **Open Publish** conference to be held July 26 to 28 at the Avillion Hotel, Sydney. Topics will include website design, content management systems, DTDs, XML, and a little bit on indexing. You can find more information at <www.openpublish.com.au>.

Glenda Browne

Move for the Society of Indexers (UK)

The Society now has new offices at:

Society of Indexers
Woodbourn Business Centre
10 Jessell Street
SHEFFIELD S9 3HY

SI (UK) Workshops

For all information and bookings, contact:

Society of Indexers <www.indexers.org.uk>

GAMES meeting – interim report

On 27 and 28 May 2006 a special ANZSI meeting was held in Canberra. The participants were Lynn Farkas, President; Glenda Browne, Vice-President; Shirley Campbell, Secretary; Penny Whitten, Treasurer; Tracy Harwood, Committee Member; Geraldine Triffitt, ACT Region Branch President; Jon Jerney, NSW Branch President; Max McMaster, Vic Branch President; Tordis Flath, NZ Branch President; Alan Walker, Immediate Past President; John Simkin, Chairman of the Awards Subcommittee; and Barry Howarth, former Committee Member. Sherrey Quinn of the ACT Region Branch was the facilitator for the meeting.

The purpose of the meeting was to discuss revised guidelines and procedures for ANZSI committee positions and to update Society policy documents and their associated subcommittees where relevant. The guidelines included the committee positions of President, Vice-President, Secretary, Treasurer, Membership Secretary, Newsletter Editor and Web Manager. Policies for archives, awards, branding, communications, conferences, education, elections, endorsements, exchange of publications, expenses and honoraria, honorary life membership, mentoring, recommended rate, registration and reporting were discussed.

Much vigorous discussion and constructive debate ensued over the two days of the meeting, ably guided by Sherrey Quinn. The guidelines for committee positions were finalised, while some policies were endorsed without change but others will require further drafting. These will be finalised by the next annual general meeting of the Society in October. Members will be notified of any major changes in the near future via the *Newsletter* and the website.

Shirley Campbell, ANZSI Secretary

Vic Branch visit to Sensis

Our tour will be led by Steven Haby who will explain the role of the Indexing Team in managing and developing taxonomies, classification schemes and headings (Yellow Pages) across all business units of Sensis with examples of the various tools that are used (web and print based).

The Team is managed by Steven and comprises two other highly qualified librarians/technicians – Jennifer Gawne and Kathy Simpson, who are both ANZSI members and frequent attendees at our meetings and functions.

When: Wednesday 26 July at 5.45 pm (sharp), followed by dinner at a nearby restaurant;

Where: 222 Lonsdale Street, Queen Victoria Centre.

Participants will need to be in the main foyer on the ground floor by no later than 5.45 sharp to enable them to sign in and be escorted up to the meeting room. Light refreshments will be provided. Anyone arriving after 6.00 pm will need to ring Steven on [REDACTED] be given access to the building.

Numbers are limited

RSVP by Monday 24 July to Jenny Restarick

[REDACTED]
[REDACTED]

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From the President



Since my last column, I've 'put in the miles' for the Society, both literally and figuratively. I've attended our ANZSI GAMES weekend in Canberra, the Triennial International Meeting of Societies of Indexers in Canada, the joint American/Canadian indexing conference in Toronto and the British indexing conference in Durham. Having foolishly parcelled up all my notes and papers from the conferences and mailed them home (being assured they would arrive in 'three to five days'), I am now awaiting their delivery – a month later. It seems postal services are slow all over the world, so I will 'post'pone my report on the conferences until the next newsletter.

Which leaves me space to focus on some of the outcomes of the GAMES meeting. In the July newsletter, our Secretary Shirley Campbell gave a short overview of what was discussed. Many of the items were administrative guidelines, simply documenting our current policies on a range of issues and our practices regarding the roles of Society officers and the operation of our committees. A subgroup is now drafting final versions of these documents, incorporating suggestions and minor changes made during the GAMES meeting. The accepted documents will become a set of administrative guidelines which will supplement the ANZSI Constitution. They will be available to ANZSI members on the website by October.

One of the items discussed will require a change to the Constitution. Our main governing body is the ANZSI Committee, but we have found its name causes problems for members and outside bodies alike, who confuse it with Branch Committees and Society subcommittees. A proposal was made to change the name to the ANZSI Council, which gives a more intuitive description of the role of our governing body. A motion to amend the Constitution to reflect this name change will be put to you, the members, at the next Annual General Meeting in October. And for the first time, members who cannot attend the AGM will have their voices heard through our introduction of a system of proxy voting. Further details of the operation of the proxy voting system will be in the next newsletter.

Two areas discussed at the GAMES meeting will directly affect our most novice and our most experienced members.

... we have made major changes to the operation of our Registration process.

These cover the mentoring scheme, and our Registration process. I foreshadowed some of the changes to the mentoring scheme in my June column, discussing our plans to make it a Society-wide scheme with consistent rules and practices across all Branches, and the ability to use mentors from any area. This will mean that all members will have access to the scheme and that, if necessary, we will pair a mentor from any Branch with a mentee from anywhere within the Society. A new position of Mentoring Officer will be created to manage the administrative aspects of the scheme (any volunteers will be gratefully considered) and we are currently working out the details of its operation. The new scheme will offer more for both the mentors and the mentees, but will come at a price – fees will be standardised across the Society and will be set in the vicinity of about A\$220-\$250.

To give us time to finalise the new scheme, and give all members time to become acquainted with its provisions, we are deferring its start until January 2007. Mentees currently enrolled in Branch schemes will continue under their current provisions and will be expected to complete their menteeships before January 2007. The new mentoring scheme is still a work in progress and we will keep you updated via future issues of the newsletter.

(continued on page 3)

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Deadline for the September 2006 issue: 1 September

Newsletter, Webmaster and Registration contacts

Editor: Peter Judge
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Web Manager: Jon Jermey
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It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

1 September for the September 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June). Student member A\$30. Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <world@theindexer.org>

Registration

Michael Harrington
Ph +61 [REDACTED]
<secretary@aussi.org>
or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

News from the New Zealand Branch

A training venue for Wellington has finally been found. Max McMaster is returning to run 3 courses as follows:

Newspaper/Magazine Indexing: Friday, 29 September
Introduction to Indexing: Saturday, 30 September
Intermediate Indexing: Sunday, 1 October

For a registration form and further details, please contact <jo_bird@paradise.net.nz>

There will also be a social meeting for all interested course participants and ANZSI members on Friday, 29 September. Details will be advised in the next newsletter and by email.

Tordis Flath
NZ Branch President

Training in indexing

The ANZSI Committee would like to gather information about courses in indexing throughout Australia, New Zealand and the Pacific. This includes courses specifically about indexing, and also the teaching of indexing as a component of other courses (e.g. editing and library studies).

If you teach indexing, have studied indexing, or simply are aware of indexing training, It would be appreciated if you could provide details to Glenda Browne (ANZSI Vice-President) at <webindexing@optusnet.com.au>. Details of interest include the name of the course, the institution, the teachers (e.g., whether ANZSI members or not), the number of hours, and the frequency with which the course is offered. Information on content, including whether the focus is on book-style indexing or collection indexing would also be appreciated.

Glenda Browne

From the literature for August 2006

Cryptograms

The Pacific Northwest Chapter of ASI is celebrating its 10th anniversary this year, and Cher Paul is writing some cryptograms celebrating the association. For an enjoyable and not-too-tricky challenge go to <www.pnwasi.org/puzzles.htm> where the first few in the series are now available.

Aesthetic design

Nick Park, a student at Sydney University, has an online survey about aesthetic design of information visualisations at <http://aesthetic-effect.com>. It is quite interesting, and relevant to indexing in a broad way.

ASI SIGS

Some of the ASI SIGS (find them at <www.asindexing.org/site/sigs.shtml>) provide links to useful websites:

- Business <www.businessindexing.org/buslinks.html>

- Culinary <www.culinaryindexing.org/culinarylinks.htm>
- Gardening and environmental studies <www.bioindexing.org/resources.html>
- History/Archaeology <www.indextohistory-archaeology.org/link.htm>
- Politics and International Relations <www.wave.net/upg/pisig/web%20links.htm> including CIA's *World Factbook* <www.odci.gov/cia/publications/factbook/index.html>
- Science and Medicine <www.scimedindexers.org>
- Sports-Fitness <sports-fitnessindexing.org/_wsn/page4.htm>
- Web Indexing <www.webindexing.org/resources.htm>

Glenda Browne

(From the President, continued from page1)

At the other end of the spectrum, we have made major changes to the operation of our Registration process. This was prompted by a number of factors, the most important being the strong belief of the Committee that Registration should be a recognition of quality in indexing rather than a 'base' qualification, and the concern that the Society had no provision for ensuring that indexers, once granted Registration, maintained that quality over the years. Changes initiated at the GAMES meeting include:

- a clear statement of the function of Registration;
- clearer definitions of the roles of the members of the Registration Committee, and detailed statements of the Committee's powers;
- provision for anonymity through the use of a Receiving Officer to deal with the administrative details of applications;
- documentation of the procedures involved in application and assessment, including more detailed assessment criteria;
- a change in the duration of Registration from 'permanent' to 5 years;
- procedures for renewal of Registration, and for removal of names from the Register of Indexers if renewal is not requested;
- a rise in fees for Registration to A\$75.00 per application. However, renewal of Registration will not incur a fee;
- new procedures, including renewal of Registration, to take effect from 1 July 2007.

The major change deals with renewal of Registration. From 1 July 2007, Registration will only be granted for a period of

five years. Registration can be renewed for successive five-year periods by providing evidence of continued work in indexing. Such evidence will normally be bibliographic details of two indexes published by a commercial, academic or scholarly publisher or outside agency (i.e. not self-published) in the previous five years. Evidence equivalent to two published indexes (e.g. examples of web or database indexing) will be accepted at the discretion of the Registration Committee, and the Registration Committee reserves the right to waive the evidence in exceptional cases (i.e. long-term illness) or to request additional evidence. There will be no charge for renewal of Registration, and those meeting the evidence criteria will be issued a certificate of Registration for the next five-year period.

All current Registered Indexers will be asked to renew their Registration in July 2007. Indexers who gain Registration between now and July 2007, and all subsequent entrants to the Register, will come up for renewal five years from their initial Registration. Once the wording of our Registration Policy and Procedures is finalised and accepted by the ANZSI Committee in October, we will publish these documents in full for your comments and suggestions. However, feedback on the general idea of the scheme, even at this early stage, is of course welcome.

These changes are consistent with the trend in many other professional societies to encourage members to maintain professional development. Through them, we are hoping to ensure that our Registration status continues to stand for good quality indexing – which can only benefit our Society and all our members.

Lynn Farkas, ANZI President

Calendar of forthcoming activities

Branch activities

Date of activity	Organiser	Name of activity	Venue and time	Contact details
29 September	NZ Branch	Training course: Newspaper/Magazine Indexing	In Wellington. Please contact [REDACTED] > for further details and a registration form	
30 September	NZ Branch	Training course: Introduction to Indexing		
1 October	NZ Branch	Training course: Intermediate Indexing		
18 October	ACT Branch	AGM and dinner	To be advised	Edyth Binkowski [REDACTED]

National/international activities of interest

Date of activity	Organiser	Name of activity	Venue and time	Contact details
18 October 2006	ANZSI Committee	ANZSI AGM and dinner	To be advised	Shirley Campbell <secretary@aussi.org>
16–17 March 2007	Vic Branch	ANZSI Conference	Rydge's Riverwalk, Richmond, Melbourne	Margaret Findlay <conference@aussi.org>

The bells were ringing for me and my gal ...

On the Winter Solstice evening 12 indexers gathered outside St Paul's Cathedral to attend the bell ringing practice session. Whilst waiting for our members to discover the East Door, discussion turned to bats in bell towers and Dorothy L. Sayer's mystery novel *The nine tailors*.

Welcomed by the Tower Captain, Andrew Chin, we carefully climbed the narrow spiral stone staircase and entered a room steeped in icy history and tradition. The carpeted room had a large table in the centre with chairs. There were bench seats in the alcoves and the walls were covered with commemorative plaques, the older ones on marble or wood. Hanging through holes in the very high ceiling were the bell ropes arranged in a large circle. Carpeted boxes, of different heights, were scattered around to allow the ringers to stand taller and reach the ropes while ringing the bells.

St Paul's Cathedral, located on the corner of Swanston and Flinders Streets in Melbourne, is one of three city and three suburban churches in Melbourne with full circle bells. The 13 bells were donated by Mr Thomas Dyer Edwardes, whose father had been a landowner in Victoria. The bells were cast in 1889 by the Mears and Stainbank foundry at Whitechapel, London. The total weight of 7 tons 3 cwt made them the heaviest ring from that foundry in the 19th century and they remain the world's second oldest complete ring of 12 bells after St Paul's, London.

Andrew explained the history of bell ringing and what physically happens when a bell is rung 'full circle'. When ready to ring the bells rest with the widest part upwards. The rope is attached to a wheel that rotates the bell nearly 360 degrees. The clapper hits the side of the bell after the bell has rotated, or when the sally (fluffy bit on the rope) or the tail end passes the ringer's face. A video link to the bells, two floors up, helped clarify the process for the onlookers. It usually takes one or two seconds for a bell to rotate, depending on its size. Because of this, tunes are not played; instead, the bells are rung in ever changing patterns to a steady rhythm.

Bell ringing (change ringing) is a traditional English folk art that originated in the early seventeenth century. It was first introduced into Australia in Sydney after the arrival of the first ring of eight bells in 1795. For details on where bell towers are located in urban and rural Australia, and when practice sessions are held, visit www.anzab.org.au/towers.shtml.

To help explain the process of change ringing, six of us were given hand bells, numbered from one to six. First we played the bells in order. Then we all physically swapped places in pairs and rang the bells in the new order. Then the inner pairs swapped places and the bells were rung. These last two steps were repeated to form the bell ringing pattern shown in the box to the right.

In the traditional English art of change ringing, permutations of bells are rung in accordance with strict rules: the bells are first rung in order from highest to lowest pitch (rounds); thereafter every bell is struck once in each row; each bell moves at most one place from one row to the next; no

permutation is repeated, until the last row returns to rounds. The number of possible permutations on 4 bells is 24 (or 4! – a shorthand way of saying 'factorial 4' = 1 x 2 x 3 x 4 permutations); on 6 bells it would be 720 (or 6!); and on 7 bells 5,040 (or 7!). Ringing 5000 or more changes counts as a 'peal', which takes about three hours. (*So a full peal of 12 bells would give 479,001,600 changes, taking about 33 years! Ed.*)

Ringling a peal is a significant event and the plaques around the room recorded the date, specific peal, length of time taken and the names of the bell ringers involved. Sometimes the peal coincided with a significant event, such as both the coronation and wedding of Queen Elizabeth.

The playing of peals and quarter peals are registered with the Australian and New Zealand Association of Bellringers and can be found on their website www.campanophile.co.uk. A browse on the campanophile website reveals all the peals and quarter peals that have been played in the previous week.

After about half an hour the bell ringers (they prefer this term to 'campanologists') arrived for their practice session. Standing in a semicircle six bells were used. Later they switched to include some of the heavier bells.

After an initial practice session they allowed each of us get a feel for ringing a bell by jerking the rope while the bells were 'down'. It takes about eight hours to learn how to balance and swing the bell correctly. Then you progress to the changes. Some bell ringers learnt when they were young, others have taken it up later in life. Since there are few bell ringers, they often move between towers and can end up ringing six days a week! Bell ringers often visit towers while travelling. Two of our ringers were visiting from the UK.

While the ringers took a break, 12 hand bells were handed out, giving us a chance to understand the process with 12 bells. Following the same pattern as before, we progressed through the 24 changes. Physically moving between each change helps to reinforce the skill required by the ringers to memorise their patterns.

In the diagram to the right the number '1' is underlined to highlight the pattern developed by six bells. These are the patterns that are memorised by the bell ringers. As the patterns get ever more complicated the conductor calls out the specific changes that ringers need to make. For example, he may call '5 to 3'. This is called change ringing. More complicated patterns are called 'methods'.

Each method has a basis to the way it is constructed. This creates various 'classes' of



<u>1</u> 23456
2 <u>1</u> 4365
24 <u>1</u> 635
426 <u>1</u> 53
4625 <u>1</u> 3
6452 <u>3</u> 1
6543 <u>2</u> 1
5634 <u>1</u> 2
536 <u>1</u> 42
35 <u>1</u> 624
3 <u>1</u> 5264
<u>1</u> 32546
<u>1</u> 23456

(concluded on next page)

Déjà vu? The Wheatley Medal 2006

History repeated itself at the Society of Indexers conference at Durham University on Saturday 8 July. For the second year running, Professor John Sutherland, Honorary President of the Society presented the Wheatley Medal for an outstanding index to Hazel Bell. This year it was her index to Warwick Gould and Deirdre Toomey (eds), *Mythologies by W B Yeats* (published by Palgrave Macmillan in 2005) that received the accolade.

The panel was very pleased with the number and variety of indexes submitted; these included indexes in the archaeological, historical, medical and literary fields, plus one law book. Most were competent, and some very competent indeed, but the judges felt that Hazel Bell's index deals with a very difficult book extremely successfully, integrating subjects, places and people into a single, easy-to-use sequence, with succinct but informative headings. Overall, it is a presentation of high quality.

Brenda Hall's comprehensive and well-presented index to E Hall and F Macintosh, *Greek tragedy and the British theatre 1660–1914* (published by OUP in 2005) was highly commended by the judges. They were particularly impressed by the way in which the index deals with mythical figures by making a clear separation between entries about the beings themselves and the plays named after them or about them. Again, this was another excellent and well-presented index. The commendation was something of a family celebration, one of the book's authors being Brenda's daughter Edith Hall, Professor of Greek Cultural History at Durham University.

Finally, Paul C Nash was commended for his index to C Housecraft and E Constable, *Chemistry*, 3rd edn (Pearson Education, 2005). The index is comprehensive, well organized, and well-targeted to its main readership of first-year university students. A particularly useful feature is that worked examples are highlighted in the index. Overall, this is a very competent index, well focused on its intended readership.

Biographical information on the winner

Hazel Bell graduated from Reading University with an Honours degree in English Language and Literature. As a qualified teacher, she taught English in several schools and colleges and on adult education courses. She began her

freelance indexing career, while staying at home to bring up her three children, and as a Registered Indexer of many years standing now has more than 700 published indexes to books and journals to her name. She has also been editor of the *National Newsletter* of the National Housewives Register (1972–6), *The Indexer*, the professional journal of the Society of Indexers (1978–95), *Learned Publishing*, the journal of ALPSP, the Association of Learned and Professional Society Publishers (1987–96), the *Journal of the Angela Thirkell Society*, (1997–98) and *Green Leaves*, the journal of the Barbara Pym Society (1999–2005). She received the Society of Indexers' Carey Award for services to indexing in 1997, was made an Honorary Member of ALPSP in 1998, was awarded the Wheatley Medal for an outstanding index in 2005 (for her index to *Seven Pillars of Wisdom*, the complete 1922 'Oxford' text by T E Lawrence), and was made an Honorary Life Member of the Society of Indexers in 2006.

In addition, she has written many articles, reports and reviews for a wide range of journals in the publishing and information fields. As author or editor, her other publications include: *Situation books for under-sixes* (Kenneth Mason, 1969); *Indexing biographies and other stories of human lives* (Society of Indexers, 3rd edn 2004); *Indexers and indexes in fact and fiction* (British Library/University of Toronto Press, 2001); *No soft incense: Barbara Pym and the church* (Barbara Pym Society, 2004), and *Kay Macauliffe: Women take the stage* (Anna Brown Associates, 2003). Under her new imprint, HKB Press, she will be publishing her latest book, *A Stage Mother's Story: We're not all Mrs Worthingtons* in August 2006. Further details can be found on her website at <www.aidanbell.com/html/hkbell.htm>.

The Wheatley Medal

The award was established in 1961 by the then Library Association and the Society of Indexers to recognize and encourage excellence in indexing. The panel of judges includes representatives from the Society and from the Chartered Institute of Library and Information Professionals (CILIP). Further information and a list of past winners is available on the Society of Indexers website at <www.indexers.org.uk>.

Society of Indexers, July 2006

(The bells were ringing continued from previous page)

methods that share common aspects of construction. Methods are often named after places (e.g. London) or after the person who invented them (e.g. Stedman). Methods are referred to in full by their name, class, and stage (the number of bells). For example, methods on five bells are Doubles; six bells are Minors, seven bells are Triples.

While there are books that reproduce the various methods in full, shorthand is used to group and list the basics needed to expand the methods. The website <ringing.org> contains collections of peals and quarter peals compositions. These are each initially grouped by the number of bells and then the various classes. For example, quarter peals compositions of

minor are grouped into Plain Minor, Surprise Minor, Other Surprise Minor and Spiced Minor. Selecting one of these will give you list of the various compositions, including how it is played in shorthand notation.

We all went down the spiral staircase (even more carefully than we went up!) feeling that it had been a most interesting and memorable evening. There may even be an indexer or two who is considering learning bell ringing in the future. To thank our hosts a donation will be made to the St Paul's Cathedral Society of Bellringers.

Mary Russell

ACT Annual Reports indexing discussion

The morning workshop on 24 June was a training course conducted by Michael Harrington, based on *Requirements for Annual Reports* (June 2005), issued by the Department of Prime Minister and Cabinet – these have not been updated for 2006. This was followed by an afternoon discussion session which I attended with Geraldine Triffitt, Sandra Henderson, Michael Harrington, Sherrey Quinn, Alison Sloper, Prabhaka Rajasingham, Rebecca Booth, Penny Whitten and Louise Forster.

Discussion was wide-ranging with diverse views presented. Here are some highlights.

The Annual Reports timeframe sets vital limits. About 300 government departments and agencies need to prepare annual reports. These must be tabled in the Senate by the end of October but are unlikely to be available for indexing before August. If you want to work on annual reports, it is essential to set this period aside. You can expect a busy time, particularly in September and towards the end of that month.

It was pointed out that indexers should understand the terminology of the reports, and understand that a compliance index is a political listing, and should be done by the body producing the report. It can be useful to editors, but Michael was adamant it was not the responsibility of an indexer, who should just compile an alphabetical index.

Once the report is indexed it goes back to graphic designers, who sometimes get the indents wrong in the index so that the editors then have to check them again. The index should be two point sizes smaller than the text, but at least 8-9 point.

A lively discussion ensued over what to do with typos – does the indexer report them? Do people notice them? Does the use of an editor provide a form of quality control?

Do indexers also do other jobs, such as proofreading – is this just part of the process? A final comment from editor/indexer suggested that, by indexers picking up typos, it helped make the editors look good!

We talked about the Institute of Public Affairs Australia (IPAA) seminar on annual report writing – it had already been held, attended by about 25 people including Louise, but without any prior publicity. We were puzzled about the lack of publicity, but put it down to IPAA's possible lack of funds.

Geraldine asked whether it was advisable to use last year's annual report as a basis for this year's index. We thought it could be useful as a guide and checklist but it doesn't save time and concepts change. Some participants had tried this, but Michael had problems with the idea.

The abolition of the Australian Government Publishing Service means that there is no longer an agency to handle the assignment of indexing work. Geraldine commented that we have training sessions and people who want to index annual reports but we still have problems getting this work. She plans to put an advertisement in the newsletters of the the Canberra Society of Editors and the graphic designers to target these markets. She would act as contact person, working from a list of people who have attended the course. Bodies who want indexers (sometimes including printers) often ask for tenders and quotes and this list would offer suitable names.

Our resident editor, Louise Forster, provides her contract indexers with a style sheet and proofreaders notes, which the group thought was very useful.

Final comments: feedback is important, suggestions from other indexers are helpful, and the discussion was a great success for all.

Edyth Binkowski

NSW Branch

The July book indexing course

ANZSI NSW ran a two-day Introduction to Book Indexing course over two Saturdays in July. The course included a mixture of theoretical and practical content that has previously been covered in three days. With a bit of homework and a fast pace we made it through the material.

The course, attended by seven participants, was held at Thomson Legal & Regulatory in Pyrmont. We are grateful to them for allowing us use of their comfortable meeting room, and to Lorraine Doyle for graciously hosting the days, providing refreshments and lunch on the first day, and finding a nice local cafe for lunch on the second day.

We are planning to run indexing courses whenever demand has built up, so if you are interested in doing this course (or any others) please email Lorraine Doyle ([redacted]) and we will notify you when the next one is planned.

Glenda Browne

Society of Indexers library

The Society's library of indexing-related publications has had several homes since it was set up. Originally at the headquarters of the Library Association, the library moved to the Society's offices at Mermaid Court, and then again all the way to Sheffield where it shared our various offices until lack of space forced it into storage.

We are now negotiating for the library to go to Oxford Brookes University, a centre for publishing education and an ideal location for a specialized indexing collection.

The library is a valuable resource, containing material about indexes and indexing as well as many actual indexes; these will now be augmented by the collection of Wheatley Medal-winning indexes. It also houses the complete bound set of *The Indexer*, which has provided a reference source for almost fifty years of indexing.

As soon as the library is rehoused and incorporated into the Oxford Brookes catalogue it will be available for consultation.

Society of Indexers press release

Farewell to Mary Huxlin

I am sorry to report that ANZSI member Mary Huxlin died on Monday 10 July after a brief illness. Mary was the INIS (International Nuclear Information System) indexer at ANSTO (Australian Nuclear Science and Technology Organisation) for many years, and had recently retired. She attended many AusSI conferences. As an ANZSI group we last saw her at the NSW Branch Taxonomy seminar, where she spoke on the use of taxonomies at ANSTO. Although immaculately dressed for her presentation, Mary graciously helped out during our preparatory rush in the kitchen, cutting up watermelon and putting out beverages. This was just one instance of her helpful, sharing nature.

Judy Engall has sent some details about Mary's life. She was born in Romania, married Ramond, had a daughter Krystal, and a granddaughter Jaenelle. Her mother is still alive, too. Mary was a graduate of the University of Bucharest, where she received a degree in geology, and studied for her PhD, although it was never awarded. She was a refugee from communist Romania, and lived in Belgium and Algeria before emigrating to Australia.

Mary worked briefly for a geological organisation during her early days in Australia then studied for the Graduate Diploma in Librarianship at the University of NSW. She worked in the ANSTO Library for a little over 15 years, and clients benefited from her scientific mind and generous and enquiring disposition. Her role at ANSTO

was chiefly as INIS Liaison Officer, representing Australia at IAEA meetings of international INIS officers, and maintaining the database (including doing the indexing) in Australia.

She was a private person, whose interests (beyond her family) included exploring the outdoors on foot, and growing roses. Her home cooking will be remembered by her former colleagues, as will her kind and patient friendship.

Michael Middleton, from QUT, wrote that he met Mary when she was a student of his at UNSW back in the 1980s, and bumped into her at conferences and meetings from time to time.

When Mary started work at ANSTO, she took up the job that Michael had started as INIS Liaison Officer, so they were always able to talk about the trials and tribulations of 'nuclear indexing'. He met more formally with Mary and Sandra Gorringe at ANSTO in 2004 when he interviewed them for some research on scientific and technical information services (part 1 of this is being published in the next issue of *AARL - Australian Academic and Research Libraries* journal).

At the AusSI conference in Marysville in 1995, Michael remembers trudging back from Steavenson's Falls, nattering happily with Mary and Geoff Chapman through the autumnal trees, mountain ash and stringy-barks.

Glenda Browne

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From the President



September is 'reminder' month – the time to alert you to important events coming up in the ANZSI calendar. First and foremost there is a reminder about membership renewal. Our membership year now follows the financial year, so that renewals were due on 1 July 2006. We give you three months' grace to renew, after which you are unfinancial.

Before reading any further, please check your mailing label on the back of this newsletter. Is there a red dot next to your label? If so, we have not yet received your membership renewal. This means that unless you renew your membership before 1 October, you will not be able to participate in your Branch or ANZSI annual general meetings, and this will be the last issue of the *ANZSI Newsletter* you will receive. I hope this will act as a timely reminder to those of you who intend to renew, but haven't gotten around to it yet. Please note that this will be the only such reminder you will receive. If you have no red dot, you are a financial member until 30 June 2007, and we thank you for your continuing support.

The next reminder pertains to Annual General Meetings. In accordance with our Constitution, the Society as a whole, as well as each Branch, must hold an Annual General Meeting before the end of October. Details of the Society's AGM are included in this newsletter. Notices about your Branch's AGM are provided in this newsletter and on the ANZSI website, and many branches also mail notices to their members, so watch for those details.

This year the Society's AGM will be held in conjunction with the ACT Branch AGM and dinner, on 18 October. This will be the first year that ANZSI will use the provisions for proxy voting which we put into place during our revision of the Constitution in 2005, because we have a number of amendments to the Constitution to vote on. Our Secretary Shirley Campbell has given details of these amendments and their background elsewhere in this newsletter, and has also included a proxy form for those who wish to vote on these provisions but cannot make it to the meeting. Please note that proxy forms must reach Shirley a few days before the meeting, so mail them early if you want your vote to count.

Why not put your name forward for one of the general Committee positions?

Now for the perennial reminder – it's 'recruitment' time! We need members to nominate for Committee positions, at the Branch and particularly at the Federal level. This year marks the end of my term of office, and that of my Executive. By the provisions of our Constitution, office bearers can only hold their offices for five consecutive years, and so we now pass the baton to another group.

In the past, most of the ANZSI Committee was drawn from the same geographic area, but we now have provisions in place to conduct the business of the Society via email, so that restriction has been lifted. Therefore all it takes to nominate for a position is an interest in the Society, and an email address. We have a number of positions vacant for Committee members 'at large', who have no set duties but are willing to provide input, advice and lend a helping hand for special tasks. Please seriously consider putting your name forward for one of these positions. Nominating for a general Committee position is a great way to ease yourself into the workings of the Society without the burden of duties of an office bearer. Nomination forms are provided elsewhere in the Newsletter, and there is no restriction on self-nomination!

Finally, a note about three new positions we have established in the Society: Mentoring Officer, Returning

(continued on page 4)

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Deadline for the October 2006 issue: 29 September

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It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

29 September for the October 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June).

Student member A\$30.

Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,

Glenda Browne <[redacted]>

Registration

Michael Harrington

Ph [redacted]

<secretary@aussi.org>

or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

ACT Region and ANZSI AGMs 2006

The ACT Region Branch and ANZSI Annual General Meetings will be held on Wednesday 18 October 2006 at the Zen Yai private function centre, 30 Northbourne Ave, Canberra, commencing at 7.00 pm. The meetings will be followed by dinner (a Thai banquet @ \$30 per person).

Election of office bearers for the Society for 2006–07 will be held at this meeting. Only financial members of the Society can stand for office, or vote. Nominations are called for the following positions: President, Vice-President, Secretary, Treasurer and up to five other members. A nomination form is included in this newsletter and is published on the website. Nominations must reach the Secretary (Nominations) by Wednesday 4 October 2006. If necessary the Society can provide seconders for any nominations received.

An important item of business at the ANZSI AGM will be voting on four resolutions to amend the Constitution. Included in this newsletter are the four resolutions and the reasons for proposing these resolutions. Members who are unable to attend the AGM are able to register a proxy vote. A proxy voting form is included in this newsletter and will be published on the website. Notice of intention to vote by proxy and the choice of nominated proxy must reach the Secretary (Proxy) not later than Monday 16 October 2006.

Calling for Volunteers

ANZSI is calling for volunteers to fill non-elected positions appointed by the ANZSI Committee. These positions are:

Returning Officer for the Registration Subcommittee,
Returning Officer for the Awards Subcommittee, and a
Mentoring Coordinator.

Each of these positions is administrative with the appointee acting as liaison between applicants and the relevant subcommittee. Details of the duties will be provided on request by the President or the Secretary. These positions are not onerous and are an excellent way for newer members to become involved in the Society. If you are interested in any of these positions please contact the Secretary at <secretary@aussi.org>.

NSW Branch AGM and dinner

This is ANZSI/AUSSI NSW's 30th year and we want to make the dinner and AGM a special occasion. We are hoping to have some speakers who will take us on a short trip down memory lane. Members who have any memorabilia (photos, programs, etc) are invited to bring them in and pass them round.

The place is the Golden Cinnamon Restaurant, upstairs (above Cafe Kasturi) at 767-769 George Street, Sydney, at 7.00 for 7.30 pm on Wednesday 25 October. We would like to see as many NSW and visiting members as possible.

A nomination form for Committee positions will be included in the next newsletter. RSVP to Lorraine Doyle on <[redacted]>.

Jon Jermey, NSW Branch President

NZ Branch AGM and dinner

The NZ Branch will be meeting for our AGM on 29 September in Wellington. Details are on the events calendar. We will follow this with a dinner at Olive Cafe where we will join Max McMaster and training course participants.

We are currently looking for nominations for our committee. Meetings are run via email and we invite members from any geographical location in New Zealand to get involved. Many hands make light work, so if we all do a little...

We are currently receiving training course registrations and if you are interested in registering, please do so as soon as possible.

Tordis Flath, NZ Branch President.

Victorian Branch AGM and dinner

Wednesday 18 October at the Elsternwick Club, 19 Sandham St, Elsternwick (Melways Ref. 67, F2) commencing at 6.30 pm to enjoy dinner and drinks and the company of your colleagues, interrupted only by a short business meeting. Cost \$35.00 per head all inclusive.

RSVP by 11 October to Jenny Restarick tel/fax [REDACTED] cheque or credit card payment options. Special dietary meals can be arranged with prior notice.

Information Architecture Peers (IA-Peers) social meetings

These monthly get-togethers in Sydney and Canberra are open to 'anyone working in, or interested in, information architecture' – and there's always something different to talk about!

To join IA-Peers send an email to:

<IA-Sydney-on@lists.ironclad.net.au>

Helen Skewes

Calendar of forthcoming Branch activities

Date and time	Organiser	Name of activity	Venue	Contact details
29 September	NZ Branch	Training course: Newspaper/Magazine Indexing	In Wellington.	Please contact [REDACTED] > for further details and a registration form.
29 September 5.30–6.30 pm	NZ Branch	AGM and dinner	Level 4, 60 Ghuznee St, Wellington.	Dinner following AGM - Olive Cafe, 170 Cuba St, 6.30 pm onwards.. Max McMaster and training course participants will joins us for dinner.
30 September	NZ Branch	Training course: Introduction to Indexing	In Wellington.	Please contact [REDACTED] > for further details and a registration form.
1 October	NZ Branch	Training course: Intermediate Indexing	In Wellington.	Please contact < [REDACTED] for further details and a registration form.
16–17 October	Vic Branch	Indexing Training (Introductory and Intermediate courses with a historical focus)	Holmesglen TAFE	Max McMaster tel/fax: [REDACTED] e [REDACTED]
18 October 6.30 pm	Vic Branch	AGM and dinner	Elsternwick Club 19 Sandham St Elsternwick VIC	Jenny Restarick tel/fax: [REDACTED]
18 October 7.00 pm	ACT Branch	AGM and dinner	Zen Yai private function centre, 30 Northbourne Ave	Edyth Binkowski [REDACTED]
25 October 7.00 for 7.30	NSW Branch	AGM and dinner	Golden Cinnamon, Upstairs, 767-769 George Street, Sydney	Lorraine Doyle [REDACTED]
4 November 9.30–12.30	NSW Branch	Indexing Software training by Garry Cousins - CINDEK	Parramatta Library Computer Training Room	Jon Jerney [REDACTED]
11 November 9.30–12.30	NSW Branch	Indexing Software training by Jon Jerney - SKY Index	Parramatta Library Computer Training Room	Jon Jerney [REDACTED]

National events

Date and time	Organiser	Name of activity	Venue	Contact details
18 October 7.00 pm	ANZSI Committee	ANZSI AGM and dinner	Zen Yai private function centre, 30 Northbourne Ave	Shirley Campbell <secretary@aussi.org>
16–17 March 2007	Vic Branch	ANZSI Conference	Rydge's Riverwalk, Richmond, Melbourne	Margaret Findlay <conference@aussi.org>

Open Publish

The sixth annual Open Publish conference was held in Sydney on 27 and 28 July to examine developments in electronic publishing on the web, intranets, books, and more. Participants included editors, a librarian and two indexers!

Much of the conference was devoted to structured content, in which information is analysed and divided into discrete sections. This is important for single sourcing and for the reuse of 'chunks' of documents (something that will be of increasing importance to indexers). Two of the talks were on DITA (Darwin Information Typing Architecture, which you can find at <www-128.ibm.com/developerworks/xml/library/x-dita1>), an OASIS standard and an open source product for creating topic-based content for reuse and interchange.

Deborah Pickett described incompatibilities between the indexing tags used in DITA and FrameMaker (basically one groups the heading and subheading in the same tag, while the other separates them). She said that DITA needs better index and TOC support, as their model is rudimentary compared with FrameMaker which has 'more knobs to turn', e.g. in choosing a sort order different to the alphabetical order of the characters. Anyone who has used dedicated indexing software would sigh for someone who sees the functionality of FrameMaker indexing as something to wish for!

Metadata was mentioned a lot. There was a feeling that everyone wants good metadata, but no-one knows how to get it. (At this comment, someone in the audience suggested 'at the source', but others looked dubious). Keynote speaker Brendan Quinn from the BBC suggested that to get users to add metadata you need to show them what they can do with

managed content, although you may have to add a bit of force as well (you need a 'carrot-shaped stick').

Automation of document layout was considered to be an alternative to outsourcing. Apparently there is a skills shortage in Australia in areas such as this. Many companies have been severely affected by outsourcing, and have remained competitive only by moving upmarket, and offering value-added services to retain customers. There is apparently no relief in sight.

Brief reports of the Open Publish conferences held in 2003 and 2004 are available on the Web at <www.openpublish.com.au/past_events.html>.

Glenda Browne

Helen Skewes comments:

In association with the Open Publish conference in July 2006, the Content Management Professionals Australia Community (CMPAC) <<http://www.cmpprofessionals.org/organization/communities/australia/>> held a moderated expert panel session on content management, contribution and workflow.

The five panellists and 20 participants included CM system developers, information architects, content writers, editors and one indexer. The discussion was lively and insightful – and provided a great start to the conference!

The CMPAC meets regularly in Sydney and Melbourne with discussion topics set by the moderator and participants. Interested indexers are welcome to join the mailing list and come to the meetings.

See <www.cmpprofessionals.org/organization/communities/australia/>.

Is there gold in them thar hills?

Public lecture on Data Metallogenica

Tuesday 19 September, at 5.30 for 6.00 pm, at Womens Health Victoria, Level 1, 123 Lonsdale St, Melbourne.

ANZSI Vic Branch has organised this public lecture on Data Metallogenica, the world's largest mineral deposit database, a unique system made possible through outstanding support by over 100 sponsors. It is owned and operated by AMIRA International on behalf of the global minerals industry and associated institutions.

DM is available at <www.datametallogenica.com>, a continuously expanding searchable database for global mineral deposits with over 40,000 image and text files.

We will also hear from Jane Purton on the state of our profession in other countries. Jane has recently returned from attending international conferences on indexing.

Note: Entry doors will be locked at 6.00 pm – emergency contact is by mobile on [REDACTED]

As usual we will invite our speakers, hosts and all attendees to dine at a nearby restaurant after the meeting.

RSVP by Tuesday, 12 September, to Jenny Restarick on phone/fax [REDACTED] or by email to [REDACTED]

(From the President, continued from page 1)

Officer for the Registration Committee and Returning Officer for the Medal Award Committee. These positions are annual appointments made by the ANZSI Committee (not elected positions) and each deals with the administrative side of receiving and forwarding applications for the respective committees, acting as liaison between the committees and the applicants and dealing with the non-indexing aspects of the committees' work. These positions do not require indexing expertise and are a good way for newcomers to involve themselves in the activities of the Society. If you think you might like to volunteer for one of these positions please contact me <president@aussi.org> or our Secretary Shirley Campbell <secretary@aussi.org> and we will provide fuller details of the duties involved.

Did someone out there remember my last month's promise to write about my attendance at the British and North American conferences? I haven't forgotten – I'm still waiting for my parcel of material to arrive in the post (although hope is fading fast). So I've postponed again, but I'll put a reminder in my diary for next time. Until then, happy indexing!

Lynn Farkas, ANZSI President

PROPOSED CONSTITUTIONAL AMENDMENTS

RESOLUTION 1

Proposed by the ANZSI Committee

Reason: To remove ambiguity

To amend Clause 6 of the Constitution, introductory paragraph:

from

The affairs of the Society will be managed by a Committee which will consist of the Executive, up to five other members and ex-officio: the Presidents of Branches and other members, which the Committee may coopt.

to

The affairs of the Society will be managed by a Committee which will consist of the Executive, up to five elected members, ex-officio the presidents of Branches, and other members whom the Committee may coopt.

RESOLUTION 2

Proposed by the ACT Region Branch

Reason: To allow proxy voting for election of office bearers

To amend Clause 10d of the Constitution:

from

Proxy voting at either Annual General Meetings or Special Meetings will be permitted for voting on any issue other than the election of office bearers.

to

Proxy voting at either Annual General Meetings or Special Meetings will be permitted for voting on any issue.

and make associated changes by:

1. adding subclause (v) to Clause 10

In the case of election of office bearers, proxy voting can only be used where no nominations have been received and the Returning Officer calls for nominations without notice at the Annual General Meeting. In all other cases, absentee ballots will be used for election of office bearers.

2. changing Clause 7h

from

In the event of no nominations being submitted, the Returning Officer may call for nominations without notice at the Annual General Meeting.

to

In the event of no nominations being submitted, the Returning Officer may call for nominations without notice at the Annual General Meeting and proxy votes will be accepted.

RESOLUTION 3

Proposed by the ANZSI Committee

Reason: To allow sufficient time for the Returning Officer to carry out his/her duties

To amend Clause 7g of the Constitution:

from

A Returning Officer will be appointed by the Committee at least seven days prior to the Annual General Meeting.

to

A Returning Officer will be appointed by the Committee at least two months prior to the Annual General Meeting.

RESOLUTION 4

Proposed by the ANZSI Committee

Reason: To remove problems of nomenclature when referring to the main body responsible for the affairs of the Society

To amend Clause 6 of the Constitution, introductory paragraph:

from

The affairs of the Society will be managed by a Committee ...

to

The affairs of the Society will be managed by a Council ...

and make associated changes by:

1. changing all other references to 'Committee' in Clauses 3, 5, 6, 7, 9, 10, 11, 12, Definitions and Appendixes to 'Council'
2. changing 'Subcommittee' to 'Committee' in Section 9.

Explanation

The ANZSI Constitution makes provision for a 'Committee' to manage the affairs of the Society. The Committee is given no other name, nor is any other committee specified in the Constitution. In the past it was referred to as the 'National Committee' to distinguish it from the managing bodies of the Society's Branches, which had also adopted the use of the term 'Committee'.

With the formation of a New Zealand Branch and the change of name to 'Australian and New Zealand Society of Indexers' the term 'national' was considered to be too restrictive as it implied a single nation rather than a society that encompassed two nations. This question was discussed at length at a meeting of the Committee in Melbourne in March 2005 when a number of alternatives were discussed, but none seemed satisfactory. As a compromise solution, it was agreed to simply refer to the Committee as the 'ANZSI Committee' and to Branch managing bodies as '<name> Branch Committee'. This nomenclature has now been in force for over a year.

However there are problems with this nomenclature. The term 'ANZSI Committee' does not clearly convey the function of the Committee as the main body responsible for the affairs of the Society. It also does not allow ordinary members of the Society and the public to appreciate the distinction between the ANZSI Committee, Branch Committees and subcommittees of the Society. Even among those who have worked within the Society's committee system there is difficulty in explaining the difference between the ANZSI Committee and other committees of the Society. As the Society has introduced a range of subcommittees, there is further confusion in the 'committee' nomenclature, for example the Education Committee when it is really a subcommittee of the ANZSI Committee. Members of subcommittees are normally appointed from within the main committee of which the subcommittee is a part. This does not happen with subcommittees of ANZSI – subcommittee members are often drawn from outside the ANZSI Committee.

The change to 'Council' will correct the current ambiguities and help to clarify the structure of ANZSI.



Australian and New Zealand Society of Indexers

GPO Box 2069, Canberra ACT 2601

email: <aussi@aussi.org>

website: http://www.aussi.org

ABN 38 610 719 006

APPOINTMENT OF A PROXY

The Secretary (Proxy)
Australian and New Zealand Society of Indexers
GPO Box 2069
CANBERRA A.C.T. 2601

I < *name* >

of < *address* >

am a member of ANZSI and wish to make the following arrangements for voting at the Annual General Meeting on 18 October 2006.

PLEASE CHOOSE ONE OPTION

I appoint <*name*> to act as my proxy and to vote as they see fit

OR

I appoint the Chairman of the Meeting as my proxy to vote as they see fit

OR

I instruct the Chairman of the Meeting as my proxy to vote in the manner directed below

	For	Against	Abstain
Resolution 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

.....
Signature

.....
Date



Australian and New Zealand Society of Indexers

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email: <aussi@aussi.org>

website: <http://www.aussi.org>

ABN 38 610 719 006

ELECTIONS 2006 NOMINATION FORM

We, the undersigned members of the Australian and New Zealand Society of Indexers, nominate the person below for the position indicated.

Name of person nominated

Position (please tick)

President

Vice-President

Secretary

Treasurer

Committee member

Name of nominator

Signature of nominator

Name of seconder

Signature of seconder

Signature of nominee

Nominations must reach the following address by Wednesday 4 October 2006.

The Secretary (Nominations)
Australian and New Zealand Society of Indexers
GPO Box 2069
CANBERRA ACT 2601

Please submit one form per nomination.

From the President



I am sitting at my desk with my long-awaited parcels of conference material from Toronto and Durham surrounding me. I have re-read my notes, re-lived the sessions and discussions, and been surprised at how much I remembered, and what I'd forgotten! I've spent hours wondering how to convey to you the 'feel' of the conferences as well as their content,

and I've come to accept that all I can do is report the highlights and add my impressions and comments.

My lasting impression was pleasant surprise that two events focusing on the same subject could be so different, and each interesting in their own way. This month I will report on Toronto, and next month on Durham.

Toronto was a multi-faceted conference designed to cater for the members of two indexing societies (The American Society of Indexers and the Canadian society which, at its AGM at the conference, agreed to a change of name to the 'Canadian Society of Indexing and Abstracting'). In addition, it hosted a meeting of delegates from the world's eight indexing groups (Australia/NZ, Britain, Canada, China, Germany, Netherlands, South Africa, USA). The conference was large, and busy. Held at a Marriott hotel in the centre of Toronto, adjacent to one of the city's largest shopping complexes, it offered ten pre- and post-conference workshops, four plenary sessions, 20 concurrent 'breakout' sessions and two annual general meetings. Not a minute was wasted: there were SIG meetings held over breakfast, networking opportunities at the cocktail hours, an excellent talk on 'The Lives of Writers' by local radio interviewer Eleanor Wachtel at the Conference dinner, and the presentation of awards, including the Wilson Award, at the Conference lunch.

I didn't attend any of the Conference workshops but if I had unlimited time and money I would have been sorely tempted. In addition to *Indexing for beginners*, which one almost expects to be mounted, the Conference organisers offered the following: *Dancing on cobwebs: Decision-making in indexes; Introduction to information architecture and usability; Indexing the hard stuff: theology, literary criticism and public policy; Developing enterprise taxonomies; Top ten CINDEXTM tips and tricks for the Macintosh; SKY index shortcuts: Efficient editing;*

Creating website indexes; Top ten CINDEXTM tips and tricks for Windows; and Solving SKY index puzzles: Connecting with macros and pattern matching. These workshops were well patronised and seemed to be a strong feature of the American conferences, where they are seen as essential training events.

Although not formally spelled out, the workshops and more specifically the concurrent sessions seemed to follow a number of broad streams: traditional book indexing; special format indexing, web indexing, thesauri and taxonomies, and business aspects of indexing. The session titles were descriptive and in most cases self-explanatory: *Managing large projects; An index comparison project: the effects of indexers diverse backgrounds on creating an index; The glory and the nothing of a name; Usability of web indexes at an academic institution; Indexing and bilingual thesaurus construction; Organising your office systems; Taking charge of the book: using the WordCo approach to avoid common pitfalls in indexing projects; Case studies in HTML indexing; International indexing panel (focus on multilingual indexing); In search of excellence; The process of building taxonomies; Parliamentary indexing;*

Designing for online findability; Ask an indexer panel; Indexing aerospace books; Show me the money: a financial perspective on indexing; Stopping to listen: ethical places, ethical spaces; Evaluating technical indexes: things you can tell by just looking at

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Deadline for the November 2006 issue: 3 November

Newsletter, Webmaster and Registration contacts

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This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is sent free to all members of the Australian and New Zealand Society of Indexers. Opinions expressed in the newsletter are those of the individual contributors, and do not necessarily reflect the opinions of the Society.

It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

3 November for the November 2006 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June).
Student member A\$30.
Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor
<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <world@theindexer.org>

Registration

Michael Harrington

<secretary@aussi.org>
or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

ANZSI Annual General Meeting 2006

The Annual General Meeting of the Society will be held on Wednesday 18 October 2006 in Canberra. The ANZSI AGM will follow the ACT Region Branch AGM which will commence at 7.00pm.

These meetings will be followed by dinner and will be held at the Zenyai Private Room, 30 Northbourne Avenue, Civic. The cost is \$30.00 per person for a banquet plus dessert, tea, coffee, wine or juice/soft drink. RSVP to Shirley Campbell, <secretary@aussi.org> by 13 October 2006.

Election of office bearers for the Society for 2006–07 will be held at this meeting. Only financial members of the Society can stand for office, or vote.

An important item of business at the AGM will be voting on four resolutions to amend the Constitution. The four resolutions and the reasons for proposing these resolutions were published in the September newsletter and are on the website. Members who are unable to attend the AGM are able to register a proxy vote; a proxy voting form is available on the website. Notice of intention to vote by proxy and the choice of nominated proxy must reach the Secretary (Proxy) not later than Monday 16 October 2006.

Calling for volunteers

ANZSI is calling for volunteers to fill non-elected positions appointed by the ANZSI Committee. These positions are Returning Officer for the Registration Subcommittee, Returning Officer for the Awards Subcommittee, and Mentoring Coordinator. Each of these positions is administrative, with the appointee acting as liaison between applicants and the relevant subcommittee. Details of the duties will be provided on request by the President or the Secretary. The positions are not onerous and are an excellent way for newer members to become involved in the Society. If you are interested in any of these positions please contact the Secretary at <secretary@aussi.org>.

Sponsorship to attend ANZSI Conference in Melbourne 2007

The ANZSI Committee offers sponsorship for one member of the Society to remote from Melbourne to attend its conference in March 2007. Sponsorship will include the registration fee and \$500 towards transport and accommodation costs on production of valid invoices.

Following the conference the successful applicant will be required to provide a report to the Committee.

Criteria to be taken into account when determining the recipient of this sponsorship include:

- must be a member of ANZSI
- has not attended a previous ANZSI conference
- does not have easy direct contact with other ANZSI members
- can show evidence of practical indexing work or indexing study.

The quality of the application will also be taken into account.

The closing date for applications is Wednesday 17 January 2007. Applications may be sent by email to secretary@aussi.org but must be backed up by a print copy mailed to:

Secretary (Conference sponsorship)
Australian and New Zealand Society of Indexers
GPO Box 2069,
CANBERRA ACT 2601

New Zealand Branch

The training courses at the end of September in Wellington were a great success and we received lots of positive feedback.

The NZ Branch mentoring scheme has finished all its mentoring projects and now awaits the start of the ANZSI mentoring scheme.

Our AGM was held in Wellington on 29 September with a good turnout. The following committee was elected:

President: Tordis Flath
 Secretary (acting): Jill Gallop
 Treasurer: Jenny Hart
 Committee Members: Susan Brookes, Glennis Coote

We discussed the possibility of the NZ Branch organising the 2009 ANZSI Conference and all were in favour. Members then adjourned to Olive Cafe for a lovely dinner.

Tordis Flath, NZ Branch President

Society of Indexers

50th Anniversary Conference London, 13–16 July 2007

The 50th anniversary of its founding, 2007 is an important year for the Society of Indexers. To celebrate, the Society is holding a special conference in London, at Roehampton University, the site of SI's first International Conference in 1978. A three-day event has been planned, running from the afternoon of Friday 13 July to lunchtime on Monday 16 July 2007.

Highlights of the weekend include a banquet on Saturday evening in a converted Jesuit chapel and visits to Kew Gardens and the National Archives (formerly the Public Record Office). All of this will be based in a beautiful location overlooking Richmond Park.

For further details of the conference, please contact Howard Cooke at <2007conference@indexers.org.uk>.

Calendar of forthcoming Branch activities

Date & time	Organiser	Name of activity	Venue	Contact details
16–17 October	Vic Branch	Indexing Training (Introductory and Intermediate courses with a historical focus)	Holmesglen TAFE	Max McMaster [REDACTED]
18 October 6.30 pm	Vic Branch	AGM and dinner	Elsternwick Club 19 Sandham St Elsternwick VIC	Jenny Restarick [REDACTED]
18 October 7.00 pm	ACT Branch	AGM and dinner	Zen Yai private function centre, 30 Northbourne Ave	Edyth Binkowski [REDACTED]
25 October 7.00 for 7.30	NSW Branch	AGM and dinner	Golden Cinnamon, Upstairs, 767-769 George St, Sydney	Lorraine Doyle [REDACTED]
4 November 9.30–12.30	NSW Branch	Indexing Software training by Garry Cousins - CINDEK	Parramatta Library Computer Training Room	Jon Jermey [REDACTED] \$150 members. Nonmembers can join at door. Both courses \$270
11 November 9.30–12.30	NSW Branch	Indexing Software training by Jon Jermey - SKY Index	Parramatta Library Computer Training Room	Jon Jermey [REDACTED] \$150 members. Nonmembers can join at door. Both courses \$270.
Late January 2007	NSW Branch	Post-Xmas recovery lunch	Details TBA	Details TBA

National events

Date & time	Organiser	Name of activity	Venue	Contact details
18 October 7.00 pm	ANZSI Committee	ANZSI AGM and dinner	Zen Yai private function centre, 30 Northbourne Ave	Shirley Campbell <secretary@aussi.org>
16–17 March 2007	Vic Branch	ANZSI Conference	Rydge's Riverwalk, Richmond, Melbourne	Margaret Findlay <conference@aussi.org>

(from the President, continued from page 4)

them (unfortunately this session was cancelled); *Painless indexing editing*, *Indexing your life: creative applications of indexing skills*.

I indulged my personal interests and focused on web indexing and thesaurus development. I attended an interesting report of an Alaskan university research project on how users react to back-of-book style indexes on websites. Despite discovering that they found information quicker and more easily when using such indexes than by other means, the majority of those surveyed still preferred navigation or site search engines! This research expanded on similar studies presented at the 2005 Canadian conference, and hopefully the author Ilana Kingsley will continue it to try to find out why there is such strong negative reaction to our traditional indexing style.

In another session, Merel Alakus took us through her experiences creating a Women's Studies thesaurus in Turkish and English. I thought I was fairly *au fait* with all the issues involved in thesaurus construction, but discovered a whole world of new pitfalls for those hapless developers who must deal with bilingual thesaurus creation. In the '*Case studies in HTML indexing*' session, five panellists spoke on the following: the creation of a bilingual website index; the creation of an intranet index; the conversion of a book index to an online format; the creation of an online periodical index using an add-on product to CINDEX; and the use of the dedicated web indexing software package XRefHT32.

After lunch, I rounded out the day with a workshop-style session on designing information architectures and felt very proud to have the presenter Fred Brown note that Australian websites are some of the best indexed in the world. I finished the day with a bit of fun, in a session at which Kate Mertes explained how she uses her indexing software for everything from organising her invoices to arranging her collection of knitting patterns, and even for creating a gardening taxonomy for her father's flower club!

An impressive array of awards from the two Societies were presented during lunch. The American Society also initiated a number of members, and all the International Representatives (myself included), into its 'Order of the Kohlrabi' and presented us with lapel pins in the shape of that vegetable. Why the Order? Apparently at one of the earlier ASI conferences indexers were asked 'if indexers were vegetables, what vegetable would they be?' The group nominated the kohlrabi, because (like indexers) 'no one knows what it is'. Thus the Order was born.

The final day of the Conference was devoted to plenary sessions and business meetings. The current state of affairs regarding indexing in various countries was covered in plenary talks by the Dutch and Chinese society representatives, and some novel solutions explored – for example, the Chinese indexing society (which seems to incorporate librarians, cataloguers and other information professionals) is trying to lobby the government to ensure that all academic texts must, by law, contain indexes.

It was interesting to note that many of the same issues we are confronting in our Society are being discussed by others.

Education and training are items of priority, as are the basic skill sets needed by indexers. The American Society of Indexers has included an 'Indexing body of Knowledge' section on its website, which details the basic mental skills and attitudes of indexers, the functions of an index, indexing tools needed, and the steps in the indexing process. They are also offering an Americanised version of the (British) Society of Indexers training course to their members. The Canadians face the same problems of sparse membership spread over a vast country that we know in Australia and New Zealand. They cope by doing much of their Society business remotely, using email and phone conferencing – an option we are hoping to use more in the coming years.

The one disappointment of the Conference was that there were so many interesting sessions running concurrently, and I could only attend a small number of the total on offer. Some of the presenters left extra copies of their papers for pick-up on a 'first-in, best dressed' arrangement and thus I was able to read a fascinating account of the differences in the final product when the same item was indexed by a scholarly indexer, technical indexer and new indexer. (A short summary will illustrate: the scholarly indexer created a 7-page index of 1,218 entries in 20.5 hours; the technical indexer had a 10-page index of 886 entries in 19 hours; and the new indexer prepared a 3-page index of 205 entries in 12 hours.) However, there are no plans to publish proceedings of the conference – cost being a major factor – and non-attendees must console themselves with summary reports in the two Societies' newsletters.

The Toronto Conference offered something for every type of indexer, and was stimulating and thought-provoking. I was tremendously glad I attended, and looked forward to the British conference in Durham three weeks later. I'll report on that conference next month. Until then, happy indexing!

Lynn Farkas, ANZSI President

The Annual Report song

(sung with difficulty, but much feeling, to the tune of *Now is the month of Maying*. The clients' names have been suppressed to protect the innocent guilty.)

Now's the time of reporting
With annual reports aborting
With pagination up the spout
Important facts left out.

The CEO has signed it
The editor's consigned it
The indexer has made a start
Without the financial part.

The work is running late
The designer's in a state
And all subheadings will delete
The botched job is complete.

Geraldine Triffitt

From the Literature and other thoughts

Too little work? – outsourced and reused

Last month I heard that production of a periodical Jon and I have worked on for many years has been outsourced overseas (by a government department!). We don't know whether the indexing has also been outsourced or just won't be done – either way the job has been lost to Australian indexers.

I also heard that my first embedded index has gone to a second edition – updated by the authors. It was a very structured book, and a very structured index. I'm still not convinced that authors or others will be able to easily update complex indexes that they have not created. Nonetheless, this is a timely reminder that one of the major aims of embedded indexing is to save indexing work on later editions. This is fine if indexers are paid adequately for the first embedding. My feeling is, however, that often we are embedding at a discount because we don't like to pass on the full extra costs to the publisher or author.

Libraries are also having problems. The new Vice-Chancellor at the University of NSW aims to improve the student experience... The university has embarked upon a massive restructure of the campus libraries where reference desk services will cease to exist (*Daily Telegraph* 28 August 2006). The NSW Parliament needs to cut 13 positions to meet its budget – two of these have been identified in the library. Over 60 people have applied for redundancies, but the radio didn't mention whether these matched the targeted positions.

These developments would make me despair, except that indexers seem to be busier than ever. One editor told me I was the tenth person she had phoned about a job. Because indexing is such a small profession, it is possible that minor changes in supply (e.g. from having no courses for a few years) may make a big difference in the work available for each indexer. It may also be a symptom of the general skill shortage which is apparently affecting many Australian industries (blamed on government education policy).

Too much work? – you need a break

The *Sydney Morning Herald* (8 August 2006) and *Daily Telegraph* (9 August 2006) have reported research by Sydney University academic Dr Caroline West, published in the *Australian Law Reform Commission Journal*, which analysed a range of studies about working hours over the past few years. She said: 'So long as there's a trend to work these really long hours you'll continue to see the plateauing and decline of people's wellbeing.' She says that 'the concept of the four- to six-hour working day – originally flagged by economist John Maynard Keynes in the early 1900s – would help productivity.' While work delivers self-esteem, income and social ties, more than four to six hours a day can cause anxiety, exhaustion and a poor quality of life.

But, of course, you read about it first here, although people's optimal hours vary. In December 2002 'From the literature' quoted Simo in *The Woman of Andros* (Wilder, 1930) saying 'whereas ... the mind cannot be employed for more than three hours daily over merchandise and numerals without soilure ...', and concluded that if money were no object, three hours work per day might be the ideal.

On the other hand, the workers' dream once was: 8 hours work, 8 hours play, 8 hours sleep and 8 bob a day.

The frustrating thing is that much of the time people spend at work is not productive. David Bolchover has written a book called *The living dead: switched off, zoned out; the shocking truth about office life* (Chichester, UK: Capstone, 2005) in which he discusses the people who sit at work for hours each week just waiting for time to pass.

Improbable research?

An article I wrote for *The Indexer* about indexing and filing 'The' has been summarised by Marc Abrahams in both *The Guardian* (1 August 2006, <education.guardian.co.uk/higher/research/improbable/story/0,,1834107,00.html>) and a special THE issue of the *Annals of Improbable Research* (July/August 2006, <improbable.com/pages/airchives/paperair/volume12/v12i4/v12i4.html>). Abrahams describes *The Indexer* as 'the information- and fun-packed publication for professional indexers everywhere.'

The journal article is a bit longer than the one in *The Guardian*, and includes my poem on 'The' (obsessed? me?) and an extract of the entry for 'The' in the index to *Website indexing*. Other articles in the issue address the index to the *Cambridge history of Irish literature*, in which entries starting with 'An', 'A' (also a vocative particle) and 'Na' (the plural form of the definite article) are misfiled; miscataloguing of library books starting with 'Na'; and poor proofreading of the word 'the' (which is not apparently considered to be a word by children up to age seven).

The announcement brought a flood of puns. Martha Osgood, who let me know it had been published, said 'I think you had wa-a-y too much fun with this "article"', while someone else wrote 'I liked your piece in "The" Guardian'. My sister thought it was 'extra cool that it's the IgNobel guy' (Marc Abrahams also coordinates the IgNobel awards).

Problems with categorising the universe of knowledge

The *Thesaurus of Graphic Materials* <www.loc.gov/tr/print/tgm1> is used by the Library of Congress and other organisations for image indexing. It is presumably based on literary warrant – it only includes terms that have been needed when indexing the collection. It is interesting to browse and see what concepts warrant indexing terms, and how they have been organised.

There are grouping terms such as 'People associated with education & communication', which includes the narrower terms: Alumni & alumnae, Librarians, Messengers, Television news anchors, and Town criers.

The term 'Men' seems to include as narrower terms only those headings that can't be applied to women, including: Dandies, Gay men, Monks, Princes, Shepherds and Strong men. Actors is given as a related term under the broader term Entertainers.

The narrower terms of People include: Albinos, Black sheep (which has a reference from Sheep, black!), Cave dwellers, Efficiency experts, Firearms owners, Juries (should be Jurors), Losers, Misers, Nudes, Pundits, Punks, and Shellbacks (people who have crossed the equator and been initiated in the traditional ceremony). It feels as if, like Topsy, the list just grew.

Glenda Browne

Victorian Branch visit Sensis

On 26 July last our group of Indexers signed in and were escorted through the new offices of Sensis. The Indexing Team is managed by Steven Haby and comprises two other highly qualified librarians/technicians – Jennifer Gawne and Kathy Simpson, who is an ANZSI Committee member; both are frequent attendees at our meetings and functions. They are a specialist team within Sensis, called in to work on new and existing products, as well as contributing expertise, advice and support as required. Sensis is a wholly owned subsidiary of Telstra. With Stephen busy in Sydney, Jennifer and Kathy led us through a demonstration of the various products Sensis has to offer, both online and in print.

White Pages

The first Australian telephone directory was issued in Melbourne in June 1880. With only 23 entries the phones were typically linked between two places. For example, *The Age* had a telephone link from its office to Parliament House. The online version of the White Pages <www.whitepages.com.au> was the first online phone directory and now has 8 million listings.

Yellow Pages

In 1924 the first paid advertisements appeared in the telephone directories and now there are about 500,000 online listings. Some advertisers are now opting to be listed only in the online version.

Keywords are used to point users to the headings, adPoints are a means to search and refine a search result and synonyms contribute to searching the listing. For example, you can search for florists and narrow the search to those selling native flowers.

The Indexing Team are working on the Browse feature and new Verticals, specialised directories based on buying patterns and trends. They participate in the Yellow Pages National Headings Committee to create and maintain the headings and are responsible for taxonomy of adPoints and synonyms and keywords. The Team also suggests terms for targeted preparation of mock-ups of ads to show advertisers what is covered or allowed in headings.

WhereIs

WhereIs provides the maps that underline the various Sensis products. If, for example, you were meeting a friend for dinner and wanted to take flowers and chocolates, using the map facility on Yellow Pages you could map various restaurants, florists, and supermarkets in a particular area. Based on Universal Publishers' maps and directories, WhereIs also provides information to portable GPS Navigation systems, and exciting developments are being added regularly to assist users of various nonprint media.

The Indexing Team is working on various regions, such as tourist regions, so you will be able to search, for example, on 'wineries in the Yarra Valley'.

CitySearch

Aimed at a youth market with disposable income, CitySearch provides movie reviews, with length of movie, restaurant reviews, TV guides, music videos, news and general activities that are on offer.

The Indexing Team manage the taxonomies, including classifying the 'business finder' headings into the new verticals.

Sensis 1234

Sensis 1234 is premium directory assistance service, based on the White Pages, Yellow Pages, and WhereIs. Not only does it enable you to be connected to a phone number, it also provides general information on opening hours; turn by turn street directions for most addresses in Australia (either read over the phone or to be sent by SMS to a nominated mobile phone); weather reports and warnings; sea conditions for boating and diving; and movie session times. The cost of this service appears on your phone bill.

Sensis.com.au

Sensis.com.au enables you to search through all the products, as well as other useful facilities such as the Macquarie Dictionary and weather. The Team is working on Yellow Pages keywords that are used as part of the search engine functionality.

Go Stay

This is a print and online accommodation guide. Entries from this also appear when searching Yellow Pages. The regions worked on by Indexing Team for WhereIs will also be used for Go Stay.

Link Me

Link Me is an online site that links jobs and CVs.

Trading Post

In 2004 the Trading Post went online, while still producing the printed version. The most popular classifieds are for sales of automobiles. The Indexing team has created a taxonomy to provide a detailed browse structure for Trading Post Online.

With all its various products, Sensis is moving towards greater interactivity between and within sites, eg click to call, make a reservation, etc. If you have any suggestions of improvements or additional functionality, please contact site managers via the 'contact us' facility.

This is only a brief summary of the various products. Jennifer and Kathy did a wonderful job of highlighting the features of all the products and how the Sensis Indexers contribute to them. The products can be used in so many different ways I highly recommend you spend some time exploring the various websites.

Thank you to Jennifer and Kathy for their stimulating presentation.

Mary Russell

ACT Region Branch: What's in a name?

Our August meeting chaired by Shirley Campbell, on the broad theme of 'What's in a name? Problems of indexing names', saw several speakers covering different but related topics.

Alison Sloper spoke first about the *Canberra Community News*, a newspaper which ran to only 24 issues in 1926–27. The ACT Heritage Library suggested this for a group mentoring project run by the ACT Branch which could also result in a useful index. The newspaper was inconsistent in how it named people, although 'Mr' plus surname generally indicated an adult male. Military rank was included but not honorifics. Context was included in the index entries, to reduce confusion. Pseudonyms, nicknames and initials were used; but there were many spelling variations and conflicts of names. The electoral roll helped. With business names, it was never clear whether they were the real name or just a local nickname. When finished the index will be available in libraries on disc, and should be useful for family histories and local history.

Edyth Binkowski spoke next, on a similar project, an index of *Nulli Secundus*, a newsletter produced by the Friends of the 2/2nd Infantry Battalion, AIF. This Battalion was recruited from the Newcastle region early in World War II. After the War, it formed a group of Friends who began producing the newsletter in 1950, named for the Battalion motto, 'Second to None'. This documented the wartime and post-war activities of members of the Battalion, with six issues each year. It ran until 2001, when the Friends decided that an index would be helpful. Dr Noel Rutherford, a retired history professor, undertook this task, with the help of his wife Wendy, and three later recruits. They started off with a computer, later buying the CINDEK program, so obtaining help from Frances Lennie. Their main problem was identifying the soldiers, including a few women. They might start with a surname and a nickname, eg., Smith, 'Bluey', then later find that 'Bluey' was also Bill, later still his initials, W.T., then his rank and serial number, so that his entry would read:

Smith, W.T. ('Bill', 'Bluey'), Sgt., NX 0143

The order would be surname, initials, given name or nickname, rank, serial number. Promotions were noted as, e.g., Lieut., later Capt., later Maj. Nicknames were widely used: the many 'Blueys' suggested a lot of redheads in the Battalion! A man called Crosby was of course 'Bing', and men called Bell were either 'Ding-Dong' or 'Dinger'. One man, A W L Adler, was called both 'Tony' and 'Larry', after the great mouth-organ virtuoso, very popular at the time. This index is now available at the Australian War Memorial, and the Imperial War Museum, London, and at a later stage will be available on disc at libraries in places where the soldiers were recruited.

Geraldine Triffitt then spoke on Aboriginal names. She told of visiting an Aboriginal community in 1991, and being given a 'skin' name, so she would fit into the social community. Most members of the community also had European names as well, which could cause cataloguing inconsistencies. Queries arose: Where do you place the skin name? Do you use the European name? Do you use the grammatical markings of the language?

She passed around handouts which showed different methods of cataloguing names. Geraldine also mentioned Fijian names, where the problem is distinguishing people, usually relatives, with the same name. They are either called no.1, no.2, etc., called by their kin term or their names get shortened.

Judith Cannon spoke last, about place names as used at AIATSIS, where she works as an indexer in the Family Unit. The place names she creates go into an ongoing database. She follows international standards and conventions, using research and references to create personal histories. All names are useful – there is no such thing as a passing reference. The context is useful, the 250,000:1 topographical map sheet is the qualifier. The gazetteer is produced by GSI Australia and there is also a convention of dual naming, on the ICSM website. This decides what is produced in English or in dual languages. The biographical information can be used for personal and local histories.

Sherry Quinn could not attend the meeting, but had worked through Index-L to check what issues were covered. Her list was circulated: it included names other than English, especially those with multiple elements, where in some cases the entry element depends on the language and country of the writer, names and titles in the text, names of companies, and names of imaginary people, e.g. Felix the Cat, entered under F. She also gave a list of references and authorities.

The discussion mostly focussed on Aboriginal names. Asked if there was standard spelling for them, Geraldine answered that there was for most peoples, but some caused controversy, such as the Arrernte and the Wiradjuri in Canberra. Many of the languages have different sound systems from European languages. Judith commented that AIATSIS uses *see* references from different forms of name, has guidelines for skin names and provides links but doesn't make judgments.

Geraldine preferred the use of Aboriginal names rather than European: 'Uluru' rather than 'Ayers Rock'. Judith preferred dual naming, particularly whatever name is in the document. Often the community may change the name.

Geraldine and Judith both spoke of the AIATSIS Biographical Index, started in 1980 by Diane Barwick, which then lapsed, but has been started up again by cataloguers and indexers at the Institute. This is particularly useful at a time when people are reuniting with families, writing family histories, and Aboriginal women are gaining education.

Shirley Campbell thanked the speakers. The dozen or so participants found this an enjoyable and informative occasion and a lively discussion followed.

Edyth Binkowski

ACT Region Branch AGM

Don't forget the Branch's Annual General Meeting at 7.00 pm on Wednesday 18 October! It's at the Zen Yai private function centre, 30 Northbourne Avenue!

From the outgoing President

This is the text of the report given to the AGM on 18 October



In the United States political system, a President's final year of office is often an unproductive one. More time is devoted to electioneering than to policymaking (shades of Australian politics here!) and many of the bills proposed are blocked or held back until it becomes clear who will hold the office next. This time is referred to as a 'lame duck' presidency because, quite frankly, nothing the President proposes is ever going to 'fly'.

I am happy to say that the final year of the current ANZSI Committee can be called anything but a 'lame duck' year. Indeed, this year has been one of the most productive of our 5-year tenure, with activity on all fronts and a number of major projects coming to fruition.

Special Projects

First and foremost has been the creation of procedural guidelines to supplement the Constitution. What began as a series of small explanations about discrete processes has developed into a blueprint for all the administrative aspects of our Society. While some of the work simply recorded the current status, much broke new ground and required intensive examination of a range of options. The guidelines now cover the duties and responsibilities of each of the office bearers, the roles and operations of all the committees, procedures for elections, the operation of the mentoring scheme, a re-vamped Registration process and policy statements on a range of issues from endorsements to honorary life membership. In all, we have developed guidelines for eight positions, three committees, two programs, and fifteen policies. For the first time in our history, we have a comprehensive set of documents which record the policies and procedures that we have devised and by which we operate. This will be an invaluable reference that should smooth the handover of operations to the new Committee, and will help keep the corporate memory of our Society strong and vibrant.

The ACT-based members of the ANZSI Committee were instrumental in creating these guidelines. Geraldine Triffitt, Barry Howarth, Penny Whitten, Shirley Campbell and I identified the areas requiring documentation and wrote first drafts of the procedures. Tracy Harwood and Laurelle Tunks (later additions to the Committee) reviewed these drafts for

(continued on page 4)

From the incoming President

At the ANZSI AGM in Canberra on the 18th of October a new Committee was elected unopposed. You will find its members listed on the back page as usual, together with the Registration, Awards and Education Committees that are so important for the smooth running of our society and those vital individuals the Membership Secretary, the Newsletter Editor and the Web Manager. The meeting also agreed to change the name of ANZSI's governing body from the ambiguous 'ANZSI Committee' to 'ANZSI Council'.



Let me begin by thanking Lynn and the other outgoing members for their hard work and enthusiasm. The last few years have seen extremely rapid social and technological changes, and merely keeping up with these has been a significant achievement. To successfully take on new initiatives like the mentoring program and the website redesign at the same time required high levels of dedication. The last ANZSI Committee is going to be a hard act to follow.

For the first time, too, we have a distributed governing body: the ANZSI Council is spread across two States and one Territory. This is going to require a new approach to meetings and consultations.

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Deadline for the Jan-Feb 2007 issue: 2 February

Newsletter, Webmaster and Registration contacts

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It is *your* newsletter, and we are totally dependent on contributions, both large and small, from members. Please contact the editor if you have any questions about the suitability of items for publication. The editor reserves the right to edit or abridge contributions.

Please send files via email in MS Word Rich Text Format or plain text (ASCII). Do not embed footnotes in Word files.

Next deadline

2 February for the Jan-Feb 2007 issue.

Graphics

Image files can be accepted in most common formats. Do not embed images in text files. Camera-ready art and photos can be scanned by the editor. Note that photos need to be clear, sharp and contrasty if they are to copy well in black and white.

Advertising charges

Full page A\$175; half page A\$90; quarter page A\$35; full year 10 for the price of 8.

Membership charges

A\$55 per year; A\$30 half year (Jan to June).

Student member A\$30.

Subscriptions to the Newsletter A\$40 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

<editor@theindexer.org>

Cost: A\$35 for ANZSI members.

ANZSI Corresponding Member,
Glenda Browne <world@theindexer.org>

Registration

Michael Harrington

<secretary@aussi.org>

or <www.aussi.org/profissues/
registration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

ANZSI Annual General Meeting 2006

The Annual General Meeting of the Society was held in Canberra on 18 October 2006. Fifteen members were present and there were six apologies.

The normal business of the meeting included the minutes of the previous meeting, the President's report and the Treasurer's report. Amendments to the Constitution were voted on and all four resolutions were passed. It was pleasing to receive proxy votes from members who were unable to be present at the meeting.

As a consequence of the amendment to the Constitution Resolution 4, the main body responsible for the affairs of the Society is now known as the ANZSI Council. As a result of the elections at the Annual General Meeting the following officers were elected:

Council for 2006-07

President: Jon Jermey (NSW Branch)

Vice President: Susan Rintoul (SA)

Secretary: Laurelle Tunks (ACT Region)

Treasurer: Margaret Findlay (Vic Branch)

Members: Lynn Farkas (ACT Region),
Tracy Harwood (ACT Region),
Max McMaster (Vic Branch)

Presidents of Branches were confirmed as ex officio members of the Council:

ACT Region Branch: Barry Howarth

NZ Branch: Tordis Flath

Vic Branch: Karen Gillen

NSW Branch: TBA (later confirmed as
Glenda Browne)

Committee members for 2006-07 were confirmed:

Registration Committee

Chairperson: Michael Harrington

Members: Barry Howarth, Jean Norman

Returning Officer: Shirley Campbell

Awards Committee

Chairperson: John Simkin

Members: Ann Bentley, Pam Jonas, Max McMaster, with Michael Ramsden if a replacement is required

Returning Officer: Alan Eddy

Education Committee

Chairperson: Sherrey Quinn

Members: Glenda Browne, Madeleine Davis, Lynn Farkas, Max McMaster

Mentoring Coordinator: Lynn Farkas

Other Society Officers for 2006-07 were confirmed:

Membership Secretary: Joanna McLachlan

Newsletter Editor: Peter Judge

Web Manager: Jon Jermey

Contact Persons

Qld Contact: Moira Brown

SA Group with SocEd (SA): Susan Rintoul

WA Contact: Alex George

Other business of the meeting included a report from the Awards Committee stating that no award of the Medal would be made this year. Publicity was distributed for the next ANZSI Conference, which will be held in Melbourne on 15-17 March 2007. Prototypes of the new website page design were also available for viewing and comment.

At the conclusion of the meeting a special vote of thanks was given to Lynn Farkas and Shirley Campbell for all their work during their time in office, particularly with regard to developing and rewriting the Society's guidelines and procedures. They were each presented with a bouquet of flowers.



Holding their bouquets: a smiling Lynn and Shirley, with Geraldine standing behind them.

Vic Branch officers 2006-07

President: Karen Gillen

Vice President: Jane Purton

Secretary: Mary Russell

Treasurer: Margaret Findlay

Committee members: M McMaster, J Restarick, J Simkin, C Tully, K Simpson, A Eddy

ANZSI ACT Region Branch end of 2006 activities

The ACT Region branch held its Annual General Meeting on 18 October. Fifteen members attended. ACT President Geraldine Triffitt welcomed members and friends, and gave the President's Report of activities throughout the year. There was our usual mix of social and educational activities, including a networking function held early in the year as a joint event in collaboration with the editors and technical communicators, which in 2007 will be hosted by the editors.

A highlight of the year was the 30th anniversary of the founding of the Society, for which the ACT hosted a dinner in conjunction with the GAMES meeting.

Sandra Henderson tabled the Treasurer's Report, stating that the ACT had paid for the catering at the GAMES meeting and made a contribution to the new website.

A new committee was elected for 2006-07, as follows:

President: Barry Howarth
 Secretary: Eleanor Whelan
 Treasurer: Sandra Henderson
 Committee: Edyth Binkowski, Sherrey Quinn,
 Alison Sloper, Geraldine Triffitt.

After dinner, a delicious Thai banquet, Bobby Graham, web content manager at the National Library, spoke of the highs and lows of her first year in the job, and of the new projects being developed.

Lynn Farkas ran a second thesaurus construction course for the year on 26 October, after many requests from members to hold it on a weekday. Thirteen people attended, all from government departments, including one from Melbourne. The group included information architects, database managers and website business analysts. These people formed a lively group, with many shared experiences. All the feedback to Lynn was positive.

The year would not be complete without our Christmas barbecue brunch, which has become a tradition enjoyed by many members and their families. This year we are breaking with tradition and moving to Telopea Park. The function will be held on Sunday 3 December from 9.30 am to 12.00 pm. ACT members will soon receive flyers with a map and details of what will be provided and what to bring.

Edyth Binkowski



New Zealand Branch
 On behalf of the New Zealand Branch, Tordis Flath and her committee would like to wish everyone a Merry Christmas and a happy New Year.
 Celebrate and enjoy!

NSW Branch New Year lunch
 The NSW Branch has decided to break with tradition and have a New Year lunch rather than a Christmas lunch when everybody is flat out with other events. The date and venue have not been set, but it will probably be in late January or early February. An announcement will be sent to aliaINDEXERS and NSW Branch members, and a note put on the website.
Lorraine Doyle

Calendar of forthcoming Branch activities

Date & time	Organiser	Name of activity	Venue	Contact details
Friday, 24 November 12.00 noon	NSW Branch	Indexers will be welcome at the NSW Society of Editors Freelancers' lunch	Glenmore Hotel, 96 Cumberland St, The Rocks – on the roof if good weather	All very casual – just turn up at around midday – there are bound to be people there you know...
Sunday, 3 December, 9.30 – 12.30	ACT Region Branch	Christmas barbecue brunch	Telopea Park	ACT Region members will shortly receive a flyer with a map, details of what will be provided and suggestions for what to bring
Early Feb 2007	NSW Branch	Post-Xmas recovery lunch	We will send an email to NSW members and aliaINDEXERS and will put information on the website closer to the date	

National events

Date & time	Organiser	Name of activity	Venue	Contact details
15–17 March 2007	Vic Branch	ANZSI Conference	Amora Hotel Riverwalk, Richmond, Melbourne	Margaret Findlay <conference@aussi.org>

(from the outgoing President, continued from page 1)

content and readability, and edited our works to impose a consistent structure throughout. The drafts were then brought to a weekend-long meeting of the full ANZSI Committee, including all the Branch Presidents and two ANZSI members-at-large (John Simkin for his archiving interests, Alan Walker as past President), chaired by Sherrey Quinn. This meeting in May 2006, dubbed the GAMES (Guidelines, Archives and Mentoring for the Society) meeting, reviewed and debated the draft documents, suggested additions and changes, and accepted in principle the general trend of the documents. Shirley Campbell and I were then charged with the task of incorporating the sentiments of the meeting into final versions of each document. With the exception of three documents, this task is now almost complete. All these documents will be available for the perusal of members on the new ANZSI website.

Which brings me to the next major initiative of this year, the redevelopment of the Society's website. Over the past two years, the NSW Branch has worked hard to prepare and test a new information architecture for our website. On its completion, the ANZSI Committee prepared a tender document and issued it to a selected list of web development companies in April 2006. The responses were evaluated and Link Web Services was chosen as the successful tenderer. Link began work on the redevelopment in mid-August and we are pleased to be able to present prototypes of the top-level page designs to you tonight. This gives an idea of what the 'look and feel' of the new website will be, and how it incorporates colour and images into the design of the pages.

Link will now commence work on the programs and content management system which will 'drive' the site, and will incorporate existing databases and files into the new shell. A working party comprising Shirley Campbell, Laurelle Tunks, Geraldine Triffitt, Tracy Harwood, Penny Whitten and I has overseen this work. Shirley, Laurelle, Geraldine, Tracy and I have offered to continue in this capacity, creating the new text and content required to populate the site, until the site is launched later in the year.

As an interim measure while the site was being reworked, our Webmaster Jon Jermy developed a new interface for membership details and for *Indexers Available*, that allows members to update their own data at their convenience. This has proved quite popular and will be incorporated into the new website.

Ongoing Activities

As the federal body in an organisation with strong and largely autonomous branches, the ANZSI Committee has few day-to-day duties, but it does oversee a number of ongoing activities of the Society. During my term of office from February 2002 to the present, two successful biennial conferences have been run on behalf of the ANZSI Committee by the New South Wales (2003) and Victorian (2005) Branches respectively. The March 2007 Conference, organised again by the Victorian Branch, is well under way. Special thanks to Margaret Findlay who has coordinated both Victorian Conferences, and the NSW Branch Conference Committee which arranged the 2003 Sydney Conference.

Subcommittee Activities

Our Registration Panel has considered eight applications for Registered Indexer status during my term of office, with three successful applicants: Frances Paterson, Catherine Page, and Tordis Flath (winner of the 2004 AusSI Medal). In 2006, GAMES meeting participants confirmed the concept that Registration is an indication of high quality in indexing, and as such Registration is not given lightly. None of the three applicants for Registration this year was successful. However, the Registration Panel's detailed comments on their indexes should help them to achieve higher quality in future works and we encourage all applicants to try again to achieve this, one of the Society's high accolades. Our thanks to the Registration Panel Michael Harrington (Chair), Jean Norman and Barry Howarth for the time they put into this most important of tasks.

In a similar vein, our Awards Subcommittee decided not to award an ANZSI Medal in 2006. A feature of our Medal competition is that it is not restricted to ANZSI members. Entry is open to all and even the judging panel is a mix of ANZSI and non-ANZSI professionals. This year six of the ten entrants were non-ANZSI members – a testament to the esteem accorded to our award by the publishing industry, and to the efforts of our organiser John Simkin in publicising it widely. While most entries showed evidence of good work all had limitations that, in the opinion of the Awards Subcommittee, did not warrant the granting of the award. The Subcommittee acknowledged that in some cases the limitations may have been due to restrictions placed by the publisher on the indexer's work, and that the indexers may have overcome the restrictions had they been able to argue their case accordingly; nevertheless the works presented did not achieve the level of quality in indexing that is a hallmark of the ANZSI Medal. The Subcommittee thanked entrants for their submissions and encourages members and non-members alike to submit indexes for next year's awards. Our thanks go to John Simkin for his continuing efforts in organising the competition and chairing the Subcommittee, and to Awards Subcommittee members Ann Bently (Librarian), Pam Jonas (Editor) and Max McMaster (Indexer).

The Education Subcommittee was dormant this year, but plans to kick off the new year with a meeting at the Conference in Melbourne. One of the longstanding difficulties faced by the Subcommittee was a lack of focus on where the members' attention should be concentrated. The GAMES meeting helped clarify the areas of interest for this group. With a new focus, and with responsibility for overseeing the Mentoring Scheme, we are sure the Education Subcommittee will make substantial contributions to the Society in the next few years.

Office-bearer Activities

As President, I am ANZSI's international contact with the other indexing societies and in that capacity attended the Triennial International Meeting of Indexing Societies held this year in Toronto, Canada. Among other issues discussed, the Meeting welcomed two new indexing groups (not yet developed enough to consider themselves Societies) from the Netherlands and Germany as associates to our current Societies

based in Australia/New Zealand, Canada, China, Great Britain, South Africa and the United States. Issues that concern all the Societies are discussed at these meetings, and this year we dealt with the need for an international 'best practice' website, the impact of globalisation on indexing, the ethics of indexing, reciprocal newsletter exchanges, and changes to the International Agreement in order to incorporate the two new Groups.

On the home front, our Secretary Shirley Campbell has been instrumental in maintaining strong liaison links between the Committee and the Branches and in promoting the Society through responding promptly and fully to all enquiries about indexing. Shirley has worked tirelessly at the often thankless task of ensuring that agendas and minutes are prepared and circulated, and that administrative details are followed up and acted upon. In addition, she has been a willing volunteer for the two major projects outlined above, spending many hours rewriting guidelines and assisting with visits to our web developers. Shirley has been the foundation upon which this Committee has built for the past five years, and without her input we would not have accomplished many of the tasks we undertook. I believe all the Committee members will agree with me in giving her special acknowledgement and heartfelt thanks for the contribution she has made to the Society.

Which is not to overlook the contributions of the other members of the ANZSI Committee. Our Treasurer Penny Whitten has kept an eye on our spending, grappled with the complexities of dual currencies, devised a system of receipting memberships, and provided sound advice on all matters financial. Geraldine Triffitt, as the ex-officio ACT Branch President member, has given selflessly of her time in attending all meetings, and is always willing to lend a hand when needed. Laurelle Tunks and Tracy Harwood, who replaced Barry Howarth as Committee members, have added a fresh perspective to the group. Three of our ex-officio Branch Presidents, Tordis Flath (NZ), Geraldine Triffitt (ACT) and Max McMaster (Vic) took the various threads of their Branch-based mentoring programs and wove them together to form the basis for our new Society-wide mentoring scheme which will begin next year. Our New South Wales Branch President Jon Jerney, who doubles as the Society's Webmaster, regularly offers comments and advice on Committee matters from afar and recently prepared a paper on the various means of facilitating electronic payments open to our members, which is still under discussion.

Other federal office bearers have also been active. Our Membership Secretary Joanna McLachlan and Webmaster Jon Jerney worked together to develop improved ways of keeping membership records, and our Chairs of the Registration Panel (Michael Harrington) and Awards Subcommittee (John Simkin) have, with their respective subcommittee members, continued the outstanding work of those groups in recognising and awarding quality in indexing. Speaking of contributions, special mention has to be made of Sherrey Quinn's work for the Committee. Her activities as Chairperson of the GAMES meeting included pre-meeting preparation and a set of comprehensive minutes which made the task of finalising documents far easier.

Members News

The year has not been without sadness. Two of our longstanding members, Mary Huxlin and Bill Phippard, passed away this year in untimely and unexpected deaths. Mary and Bill were interested members of the Society and they will be missed.

Conclusion

I have been privileged to preside over such a willing and cooperative group of Committee members and associates. A better Committee could not have been found. A lesser Committee would not have been able to achieve the milestones of the last five years: a new Constitution, a new Branch, a new website, new mentoring and registration programs, and a set of operational guidelines. I am sure all members of ANZSI join me in thanking each of the Committee members for their time and efforts.

I would like to conclude by highlighting a happy occasion. This was a milestone year for the Society, as we celebrated 30 years of existence. The occasion was marked by activities at Branch levels and by a dinner and 'birthday' cake at the federal level. It was a great pleasure to be an office bearer in such an auspicious year. I thank the Society for giving me the opportunity to serve in the capacity of President. I wish the incoming Committee all the best, and look forward to the next 30 years, and more, of ANZSI.

*Lynn Farkas
ANZSI President, 2002-2006
18 October 2006*

Sponsorship to attend ANZSI Conference in Melbourne 2007

The ANZSI Council offers sponsorship for one member of the Society remote from Melbourne to attend its conference in March 2007. Sponsorship will include the registration fee and \$500 towards transport and accommodation costs on production of valid invoices.

Following the conference the successful applicant will be required to provide a report to the Committee.

Criteria to be taken into account when determining the recipient of this sponsorship include:

- must be a member of ANZSI
- has not attended a previous ANZSI conference
- does not have easy direct contact with other ANZSI members
- can show evidence of practical indexing work or indexing study.

The quality of the application will also be taken into account.

The closing date for applications is Wednesday, 17 January 2007. Applications may be sent by email to <secretary@aussi.org> but must be backed up by a print copy mailed to:

Secretary (Conference sponsorship)
Australian and New Zealand Society of Indexers
GPO Box 2069, CANBERRA ACT 2601

(From the incoming President, continued from page 1)

Like many of us these days, ANZSI is asset-rich but time-poor. My main goal initially will be to try and reduce the burden of work on our dedicated volunteers and encourage existing and new members across both countries – and outside them – to feel that they have an opportunity and an obligation to take an active part in the Society.

What are my plans for ANZSI in 2007? First, to maintain and expand the initiatives taken by the outgoing Committee. Second, to help promote the Conference in March 2007. In the longer term there are a number of options that I hope to explore with the aim of keeping ANZSI growing and developing. I will write about each of these in detail in the coming months, but in summary they are:

1. Moving to electronic communications wherever possible for meetings, application forms, payments, notification of events and formal discussions within the Society.
2. Spending your money on marketing, training, bursaries, careers days, trade shows, guest speakers and anything else which can attract public interest and new members, and provide value for existing ones.

3. Inviting other groups and professional bodies to collaborate on meetings, lunches and other ways to share resources.
4. Devolving responsibility to individual members and officers as far as possible – for example, in maintaining their own records.
5. Placing ANZSI documents of record on the website in public or password-protected areas.
6. Providing assistance for the standardisation of software and methods (e.g. accounting) across the Branches wherever possible.

Combined with day-to-day ANZSI business this constitutes a full agenda. It won't be possible without the help and cooperation of all our members. If you'd like to help, or if you have questions, comments or suggestions to add, please write to me at <president@aussi.org>.

Jon Jermy, ANZSI President 2006-07

ANZSI NSW Branch President's Report 2005-6

After a long period focussing on designing the new ANZSI website, ANZSI NSW was able to relax and turn its attention elsewhere when the designs were handed over to the ANZSI Committee towards the end of 2005. Following an AGM at the Golden Cinnamon restaurant in town, we began by organising a Christmas lunch in Parramatta. This was well attended although some city-based members found it a challenge to their navigation skills travelling so far west.

On 5 March we held a Taxonomy Seminar at the NSW Writers' Centre. Prue Deacon, Elizabeth Drynan and Mary Huxlin gave short presentations on various aspects of taxonomies and thesauruses. Again, there was a good attendance, including some non-members from the information sciences. It was after this meeting that we developed a policy of allowing non-members to join at the door when meetings are held, so that the surcharge for non-members effectively becomes their first years' subscription to ANZSI.

In May Glenda Browne and I attended the GAMES Meeting in Canberra. The full ANZSI Committee plus two members-at-large participated in this meeting. The aim was to discuss the draft guidelines and procedures for the operations of the Society which had been developed by the ACT members of the Committee, as well as to establish policies for Archives and Mentoring. Enormous amounts of work were done by all concerned and the outcome was generally successful, although some issues remain to be resolved.

In July Glenda Browne ran a Basic Book Indexing course at Thomson Legal and Regulatory. This was also very successful,

with seven attendees. But there was some sad news this month – Mary Huxlin, a longstanding member and one of the presenters at our March seminar, died on 10 July after a brief illness.

By September we were planning our next AGM – at the same place as last year, the Golden Cinnamon - and organising two short courses in indexing software, to be held in Parramatta in November.

In July 2005 there were 50 financial members in the NSW Branch. In October 2006 there were 45 – a fall of 10%. This may be slightly skewed by the timing – there are several members who may still be planning to renew – but it does indicate a worrying trend: membership levels are falling right across the Society.

One innovation which has been pioneered in the NZ Branch is online branch committee meetings. We have experimented with this with some success, and I hope that we can develop it into an efficient and genuinely democratic system that allows all our members to make a contribution. This is a goal I will be working towards in my new position.

Personally this has been an interesting and busy year for me and a real challenge in terms of juggling work. For better or worse I have decided to move on and will be taking on the role of ANZSI President for 2007. I would like to thank all the NSW Committee members and especially Glenda Browne for their help and enthusiasm and I know I leave NSW in capable hands.

Jon Jermy, ANZSI NSW President

Where's the gold in them thar hills?

A group of indexers assembled at the Women's Health Victoria offices on 19 September to listen to two speakers. First, Jane Purton, Victorian Branch Committee member, told us about her experiences of the American Society of Indexers and the Indexing and Abstracting Society of Canada's joint conference in Toronto. Her talk ranged widely, from luxury hotels and youth hostels, using SKY to file names beginning Mac or Mc, to kohlrabi as the official vegetable of the American Society of Indexers (no one has heard of it and if they have they do not know what to do with it).

The second part of the evening focused on the Data Metallogena mineral deposit database, presented by Alan Goode, Kerry O'Sullivan and Imran Hussain from AMIRA International. In 1970 Professor Peter Laznicka began to collect rock samples from mineral deposits around the world. By 1999, when he retired, he had approximately 45,000 mini rock samples arranged in about 2,400 sets glued to backing boards. Each set was from one location, with a unique number and was accompanied by supporting data including maps, literature, photographs and field notes, all entered into an MS Access database. Laznicka sold this collection to AMIRA to keep it in the public domain. The main collection, called the 'Lithotheque', consisted of the mounted sets. A subsidiary 'Macrotheque' collection comprised boxed collections of larger, loose rock samples or thin and polished rock sections organised by themes. All boxes were numbered and the samples labelled, but there was no database or formal inventory.

AMIRA has now created a searchable web database of images of the collection. The images are of high resolution and the database provides links to PDF files of the supporting documentation. The perceived benefits of such a database to the world mining industry have enabled AMIRA to raise over \$2 million from over 100 sponsors to acquire and expand the physical collection and to develop the website delivery.

This has been achieved using DB/Textworks, Web Publisher and MrSID (Multi-resolution Seamless Image Database) software. The database was designed by geologists who knew what the users would want, enabling access via deposit or district name, plate number, country, commodity, deposit type and special tags such as theses or data galleries.

MrSID enables them to take high resolution photos, usually about 18Mb, and compress them to manageable files of about 0.5Mb, yet still retaining excellent image quality on decompression. Photos are taken of each set as well as a limited number of selected individual samples. The geologists believe the quality of the images of the individual samples is better than using a hand lens!

You can visit the resulting database on AMIRA's website at <www.datametallogena.com>. Use the 'Example data' button to see how it looks. Full access is available on subscription. There are now approximately 70,000 rock samples from 3,800 separate locations worldwide, and many more samples and supporting information, such as theses and spectral data are being added all the time.

The physical collection was stored in bookshelves at Australian Mineral Foundation (AMF) in Adelaide, but is currently in shipping containers. However, the location of the physical collection does not matter as the collection can be viewed online from anywhere. The long term vision is 'to build the world encyclopaedia of mineral deposits for reference, training and education as a not-for-profit, self-funding business'. This was a fascinating example of how one man's passion for collecting rocks has grown into an internationally recognised resource that can be accessed anywhere.

Our thanks to Jane Purton, Alan Goode, Kerry O'Sullivan and Imran Hussain for their talks and to Suellen Gosstray for hosting the meeting.

Mary Russell

NSW Branch celebrating 30 years of Aussi/ANSZI



The NSW Branch of ANZSI met on 25 October to hold their AGM and also to celebrate 30 years for the Australian Society. Fourteen members heard guest speakers Jeremy Fisher, who was the first indexers medal winner, and Alan Walker (indexer extraordinaire).

Jeremy Fisher's talk will be reported at greater length in the next newsletter. Alan Walker's talk, 'Prehistory of ANZSI in NSW', took us back to the Society's beginnings in Melbourne in 1976. Alan joined the Society back then, but nothing much happened in a formal way until he recommended to John Simkin that we should set up a NSW committee. This came about in 1990 and the Aussi Constitution was amended to legitimise state branches.

The next stage saw Michael Wyatt suggesting that we should run courses in indexing and an evening program at UNSW began, running over six weeks. Garry Cousins assisted with this program. Over the years notable indexers such as Betty Moys and David Crystal have attended and spoken at our meetings.

The Branch's AGM brought about some changes in the Committee following the election of our 2005–06 President Jon Jermey to become the ANZSI President. The 2006–07 Branch President is Glenda Browne, with new member, Sue Flaxman, taking over as Treasurer. Trish Waters is Vice President and Lorraine Doyle remains as Secretary.

A most enjoyable celebratory evening was had by all.

Glenda Browne

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